

**Communities, Culture, Tourism and Heritage (CCTH)**, offers Trail Engineering Assistance Grant (TEAG) designed to provide trail builders and managers with a source of funding to help them hire engineering expertise when it is required. The TEAG program provides funding to organizations and municipalities for hiring engineers when building, maintaining, and supporting multi-use trails and non-motorized single use to help ensure Nova Scotia's trails are both safe for trail users and environmentally sound.

## PRINCIPLES

The principles that guide the *Engineering Assistance Grant Program* are:

*Flexibility* – Responding to the diverse needs of community trail groups and provincial/regional trail organizations.

*Timeliness* – Responding in a timely manner to the needs of community trail groups, municipalities, and provincial/regional trail organizations.

*Community Development* – Following the established community trail model and government's community development principles.

*Sustainability* – Addressing sustainability requirements and challenges.

## ELIGIBILITY AND GUIDELINES

Proposals will be accepted from the following organizations providing they have a mandate to build, maintain, and support trails:

- Public organizations incorporated as non-profit societies under the *Societies Act* (Nova Scotia) and other public organizations deemed equivalent by CCTH
- Municipal units designated under the *Municipal Government Act* (Nova Scotia)

## ELIGIBLE INITIATIVES

- Inspection and assessment of existing trail structures
- Components of planning requiring an engineer (i.e. site plan for a bridge)
- Design of trail components which must be engineered to a specific standard.
- Rehabilitation plans
- Other occasions when it is appropriate to seek the advice of a professional engineer.

Applicants are encouraged to contribute to the overall cost of the initiative. The contribution level required depends on need and the ability of the applicant to contribute.

Applications received from provincial or regional organizations must show support for the initiative from local trail groups or municipal unit(s).

### CONTRIBUTION GUIDELINES

- Level of contribution will be based on need and the applicant's ability to contribute. The expected level of contribution by the applicant from sources other than CCTH is 50%.
- In kind contributions are acceptable.
- May be applied for on an annual basis

### APPLICATION PROCEDURE AND PROCESS

- Potential applicants are requested to contact the Trails Consultant to discuss the proposal, determine eligibility, and provide relevant advice or assistance.
- Applications will be accepted between April 1<sup>st</sup> and December 1<sup>st</sup> of any given year.
- **Applications are to be submitted to the CCTH, CSR Trails Consultant:**  
Nova Scotia Communities, Culture, Tourism and Heritage  
Trails Consultant  
80 Walker Street, Suite 1  
Truro, NS B2N 4A7  
**Email:** [cchtrailgrants@novascotia.ca](mailto:cchtrailgrants@novascotia.ca)
- Applicants will be notified on the status of the application within 30 days of the application being reviewed.

### GRANT DISBURSEMENTS

If approved:

- Payment is provided after an agreement outlining the terms and conditions of the project **has been signed and submitted** via email to [cchtrailgrants@novascotia.ca](mailto:cchtrailgrants@novascotia.ca),
- Payments are made at 100% unless otherwise stated in the agreement.
- Should the project or budget need to be revised or modified, written permission to reallocate funding is required from CCTH staff prior to doing so.
- Failure to provide the completed final report can make the applicant ineligible to receive any future grants from CCTH until this information has been submitted.
- The final report includes a written report and financial statement. Deadline to submit is provided in the Terms and Conditions document.
- If there is a final payment outstanding it will be issued upon completion of the initiative and submission of a final report.
- If the project is not undertaken or completed after payment of the grant has been made, the recipient must return unused funds to CCTH payable to the Minister of Finance.

### GRANT RECOGNITION

Successful applicants to programs acknowledge the financial assistance of the Province of Nova Scotia by following [CCTH Acknowledgment Guidelines](#)