

Trails often require structures or other components that require the expertise of a professional engineer to ensure they are safe and pose no risk to the environment. The Communities Culture Tourism and Heritage (CCH), Communities, Sport and Recreation Division *Engineering Assistance Grant Program* is designed to provide trail builders and managers with a source of funding to help them hire engineering expertise when it is required.

GOAL

The Engineering Assistance Grant 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 CCH
- 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).

APPLICATION PROCEDURE AND PROCESS

- Potential applicants are requested to contact a Regional Manager and/or the Trails Consultant to discuss the proposal, determine eligibility, and provide relevant advice or assistance.
- Applications will be accepted between April 1st and February 15th of any given year.
- **Applications are to be submitted to the CCH, CSR Trails Consultant:**
Nova Scotia Communities, Culture, Tourism and Heritage
Trails Consultant
80 Walker Street, Suite 1
Truro, NS B2N 4A7
Email: steve.vines@novascotia.ca
Phone: (902) 396-1325
- Applications will be reviewed by the Communities, Sport and Recreation Trails Consultant, local Regional Manager and other staff from CCTH-CSR, as required.
- Applicants will be notified on the status of the application within 30 days of the application being reviewed.

GRANT DISBURSEMENT

At the request of the organization, an initial payment (normally 80% of the approved amount) may be made at the start of the project. Final payments will be made upon completion of the initiative and submission of a final report. The final report includes a brief report and financial statement which must be submitted by March 1st. Should the project need to be modified, written permission to reallocate funding is required from CCH staff.

GRANT RECOGNITION

Prior to the payment of funds, representatives from Nova Scotia Communities, Culture, Tourism and Heritage will provide funding recipients with guidelines for recognizing and acknowledging the funding contribution of the provincial government.

REGIONAL OFFICES

Cape Breton Region

Cape Breton Island
305 Esplanade
Sydney, NS B1P 1A8
Larry Maxwell / Natalie MacPherson
Regional Manager / Program Coordinator
(902) 578-4813 Fax (902) 563-2565
Larry.Maxwell@novascotia.ca
Natalie.MacPherson@novascotia.ca

Central Region

Halifax Regional Municipality
Homburg Bldg, 3rd Floor
P.O. Box 456, STN Central Halifax, NS B3J 2R5
Andrea Redmond / Deborah Fram
Regional Manager / Program Coordinator
(902) 456-5908 Fax (902) 424-0710
Andrea.Redmond@novascotia.ca
Deborah.Fram@novascotia.ca

South Shore Region

Counties of Yarmouth, Shelburne, Queens, Lunenburg
312 Green Street, P.O. Box 9000
Lunenburg, NS B0J 2C0
Anna Haanstra / Denis Scott
Regional Manager / Program Coordinator
(902) 930-2872 Fax (902) 634-7542
Anna.Haanstra@novascotia.ca
Denise.Scott@novascotia.ca

Fundy Region

Counties of Cumberland, Colchester,
Municipality of East Hants
80 Walker Street, Suite 1
Truro, NS B2N 4A7
Natasha Gray / Teresa McNutt
Regional Manager / Program Coordinator
(902) 324-8392 Fax (902) 896-2425
Natasha.Gray@novascotia.ca
Teresa.McNutt@novascotia.ca

Highland Region

Counties of Guysborough, Antigonish, Pictou
149 Church Street, Suite 4
Antigonish, NS B2G 2E2
Rae Gunn / Chantel Gurney
Regional Manager / Program Coordinator
(902) 338-0659 Fax (902) 863-7477
Rae.Gunn@novascotia.ca
Chantel.Gurney@novascotia.ca

Valley Region

Municipalities of West Hants, Clare and
Counties of Annapolis, Kings and Digby
10 Webster Street, Suite 200
Kentville, NS B4N 1H7
Anna Sherwood / Tracy Roberts
Regional Manager / Program Coordinator
(902) 698-9407 (902) 679-6748
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Tracy.Roberts@novascotia.ca