

Active Transportation Grants Programs 2022 -2023 AT Capital Grant Application

Deadline to submit a Proposal and Supporting documents: [October 15, 2021](#)

These grants are awarded to eligible applicants as outlined in the [Administrative Order Number 2020-011-ADM Respecting HRM's Grant Programs for Active Transportation and Recreational Trails](#).

Applicants must refer to the Evaluation Criteria section included in the [Active Transportation Capital Grants Terms](#) to support their application and provide the required documentation, according to the type of project, at the application time.

Submit by email at: martinem@halifax.ca

To arrange other methods to submit the proposal, please contact:

Emma Martin, AT Community Programs Coordinator

Transportation and Public Works

Project, Planning and Design- Active Transportation

martinem@halifax.ca; c: 902-499-6742

Please fill out one form for each type of project proposed.

1. Project Identification

1. What is the type of project proposed?

- ☐ Planning and Design of a new AT facility
- ☐ Construction Project of a new AT facility/ infrastructure
- ☐ New Amenities to enhance users' safety and accessibility

2. Name of the AT facility where the project is proposed. Describe the route (start and finish points, length) and connections to other facilities for the project proposed. What are the current/ proposed permitted uses of the proposed AT trail? Is this a new corridor, a new section of the corridor or next phase of a previous project? **Please provide a map of the area marking the proposed project.**

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3. Please list the Landowner (s) along the corridor proposed and attach the written permission (if available) from the Landowner(s) for the project proposed.

2. Project Delivery

1. Project to be delivered by the:

☐ Trail Organization

☐ HRM

☐ Other

If you marked HRM to deliver the project on HRM land, you do not have to complete any of the sections following below. These proposals will be considered by HRM based on Capital Projects Planning, Capital Budget approval, and HRM staff capacity to deliver the project proposed.

3. Trail Organization Experience and Capacity

1. Please describe:
 - the organization's experience with planning, constructing, or managing and maintaining AT greenways and amenities
 - the organization's readiness/ capacity to maintain the facility after completion

Continue responding only to sections relevant to the type of project selected.

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4. Project types

Attach supporting documents for each type of project as required.

Trail planning and design of a new AT facility/ infrastructure

1. What is the type of work proposed to complete in the 2022-2023 fiscal year? Please check one:

- ☐ Planning with concept design and preliminary cost estimates for an AT corridor (or a section)
- ☐ Engineering detailed design with 90% cost estimate and construction tender document
- ☐ Other planning related project- please describe below:

2. Readiness:

- What are your community consultation plans?
- What constraints (e.g. land acquisition; landowner public access easement; permits) may come from proposing this project and how will they be addressed etc.
- An RFP/ Terms of Reference is prepared to send out to potential planning firms or quotes have already been received – project is ready to start upon securing the funds needed
- Written landowner permission is in place supporting your planning/ design project

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Construction project of a new AT facility/ infrastructure

1. Description: What is the type of work proposed to complete in the 2022-2023 fiscal year? Please check all that applies:

- ☐ Earthwork (clearing, grabbing, excavation, embankment, base of greenway)
- ☐ Greenway construction (gravels, surge, crusher dust, compaction)
- ☐ Landscape for erosion control, safety clearance
- ☐ Drainage (culverts, others)
- ☐ Bridge Construction
- ☐ Parking

Please describe below

2. Readiness

- What constraints have come from proposing and planning/ designing this project? If there are any potential issues (e.g. land acquisition; landowner public access easement; permits; structures) how will they be addressed prior/ during the construction?

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3. Which conditions are met?

Please attach supporting documents available from the list below. Outstanding documents will impact your organization's ability to sign awarding documents and receive funds.

- ☐ Planning documents for construction projects (conceptual, detail, engineering, survey work)
- ☐ The project is "shovel ready" upon confirmation of funding: Construction tender package which include engineering detailed design with cost estimates for each type of work is complete and is either:
 - ☐ developed by an engineer
 - ☐ determined based on group's previous projects costs with similar scope
 - ☐ determined based on consultation with other groups who had a similar project
- ☐ Land authorizations, construction and environmental permits, archeological reviews (as appropriate) and insurance are secured and valid for the project scope
- ☐ The project is planned and designed to minimize negative impacts on the environment (vegetation, slopes, wetlands, water systems, drainage, rivers, shorelines and wildlife habitats), and away from environmentally sensitive areas
- ☐ Accessibility standards are included as applicable into the construction project plan
- ☐ All constraints have been or can be addressed by the community group and/ or HRM prior to HRM's final approval
- ☐ A maintenance/ operation plan is in place to maintain the trail at Active Transportation standards of accessibility and safety for all users of all abilities after construction is completed

New Amenities to enhance users' safety and accessibility

1. Description and readiness

Attach designs proposed, construction permits (structures), creative concepts (signage) tenders if above \$5,000,

- Briefly describe the project (i.e. railings, bollards, benches, lighting, restrooms, signage, other amenities that would enhance accessibility, safety, and comfort of AT users) and location
- Outline a proposed timeline, budget – estimated or as a result of quotes received
- What constraints have come from proposing and planning this project? If there are any potential issues how that will be addressed.

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5. FUNDING REQUIRED

Please review [AT Capital Grants Program Terms and Conditions](#) related to HRM funding on lands not owned by HRM.

1. Total Funds required (including HST) to complete all phases the project proposed in this application:

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2. 2022 - 2023 Amount (including HST) requested from HRM for the project proposed in this application:

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3. Total Amount (including HST) requested from other funding sources (e.g. Municipal Councillor; Provincial Government, Federal Government; Private funding; Trail Organization's own funds; Others) for 2022 – 2023 for the project proposed in this application:

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4. Estimated annual maintenance costs for each project proposed, after its completion:

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5. Sources of funding available for maintenance after each project listed is completed from sources than HRM (e.g. Municipal Councillor; Provincial Government, Federal Government; Private funding; Trail Organization's own funds; others) for the project proposed in this application:

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