

**Application Deadline: March 31<sup>st</sup>, 2021**

|   |   |
|---|---|
| <b>1. Name of Applicant Organization:</b>   | <b>2. Contact Person:</b><br><br>Telephone:<br>Email: |
| <b>3. Mailing Address:</b>  | <b>4. Civic Address (if different from #3):</b>       |
| <b>5. NS Registered Joint Stock Number:</b>   | <b>6. Federal Charity Number:</b>                     |
| <b>7. Other: Name of Act under which the organization is incorporated as a non-profit OR registration number for a not-for-profit under Act Industry Canada</b> |   |

### Please include the following information with your application.

- Select type of application: **Capital Grant** OR **Project Grant**.
- Proof of current registration as a non-profit organization certificate number from the Registrar of Joint Stocks , federal charitable registration number through Canada Customs and Revenue Agency, or not-for-profit corporation under Industry Canada. Applicants must be registered for a minimum of one (1) year as of date of March 31.
- An accurate updated list of members of the Board of Directors with name, address, telephone number and email address.
- A recent annual financial statement that contains a complete and itemized list of all annual revenues, expenses, assets and liabilities.
- Project location if different from the address listed above in boxes 3 or 4.
- Grant category you are applying to; a complete list of eligible activities is included in the Municipal Community Grants Program Guide. Copies of the Guide are available from Municipal Customer Services Centres or by calling 311.
- Competing (2 or more) quotes to support a capital grant request are mandatory—submissions without quotes are incomplete and may be deemed ineligible for funding.

Time-frame: The review process usually takes 3 months

## Application for Community Grant 2021

**8. Check only one:**

Application for a Capital Grant      OR       Application for a Project Grant

**9. Check only one grant category:**

Arts and Crafts                       Diversity and Inclusion                       Environment  
 Emergency Assistance and Neighbourhood Safety       History                       Leisure  
 Recreation                       Housing

**10. Amount of Grant Requested:**

\$

*See Guidebook for maximum value of grant.*

**11. Other municipal assistance: property tax, rent subsidy, grant, in-kind, etc.**

**12. Have you applied to other funding agencies for this project? Please list name and amount:**

**13. Describe the specific project that you are going to do (attach additional information if required):**

**14. Describe the people this project aims to serve (how will the public benefit?):**

15. How will you measure the “success” of your project? (attach additional information as required)

The following is a project budget (not your entire organizational budget).

| <b>Project Budget</b>                             |                  |   |                  |
|---|------------------|---|------------------|
| <b>Estimated Project Funding</b>                  |                  | <b>Estimated Project Costs</b>                |                  |
| <b>Type of Project Income</b>                     | <b>\$ Amount</b> | <b>Type of Project Expense</b>                | <b>\$ Amount</b> |
| Municipal Grant Requested                         | \$               |   | \$               |
| Other Municipal Assistance                        | \$               |   | \$               |
| Provincial Assistance                             | \$               |   | \$               |
| Federal Assistance                                | \$               |   | \$               |
| \$ Share of Project Budget from your Organization | \$               |   | \$               |
| Project Income (fees, rental, admission, etc.)    | \$               |   | \$               |
| Other   | \$               |   | \$               |
| Other   | \$               |   | \$               |
| Other   | \$               |   | \$               |
| <b>Total Estimated Income for the Project</b>     | <b>\$</b>        | <b>Total Estimated Cost of the Project</b>    | <b>\$</b>        |
| Note: if \$ are not confirmed mark with an *      |                  | Difference between income and expenses:<br>\$ |                  |

**Competing quotes (a minimum of 2) must be provided for a request for a Capital Grant.** If applying for a Project Grant the amount should be supported by, for example, a quote, an estimate, or price list. Do not include in-kind expenses in your project budget.

