Recreational Trails Grants Program
2027-2028 Capital Grant Application

Deadline to submit a Proposal and Supporting documents: **September 1, 2026**

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**.

Recreational Trail Capital Grants are awarded for projects such as planning, design, construction, and inspection (related to construction of structures) of new recreational trail facilities, infrastructure and/or amenities that support users' safety and enhance accessibility.

Recreational Trail Capital grants are to be proposed and used for construction costs only (bricks and mortar type of work) as well as project planning and design. Other operational expenses, outside of construction and planning are not eligible under this Program (i.e. photocopies, late pay charges, office expenses, marketing expenses, brochures, media relations etc.).

Applicants must refer to the Evaluation Criteria section included in the **Recreational Trails Capital Grants Description** to support their application and provide the required documentation, according to the type of project, at the application time.

Submit by email at: hogankr@halifax.ca

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

Krista Hogan, Project Engineer
Parks & Recreation
Strategic Planning & Design
hogankr@halifax.ca; c: 902-240-4870

HALIFAX

1. Project Delivery

1.1. Project to be delivered by the:

☐Trail Organization

☐HRM

☐Other

If Other, describe:

2. Trail Organization Identification

2.1. Name, Mailing Address, Email, Website

2.2. Latest AGM date:

2.3. Latest renewal with Registry of Joint Stocks Companies:

2.4. Chair(s), Treasurer and others authorized to sign agreements: Name, Phone and Email

2.5. Application contact (s): Name, Email, Phone

2.6. Project contact (s): Name, Email, Phone

2.7. How is your Trail Organization supporting, encouraging, and promoting recreational trails? Mark what applies and attach supporting documentation (e.g. RJSC registered Organization's Statement, By-laws, Board mandate, Board approved motion/ document)

☐broad/ diverse mandate and by-laws supporting HRM objectives for recreation, walking, cycling, and accessibility;
☐the general membership is broadly representative of the community;
☐composition of board and members at large can encourage and promote recreation and can bring issues to be addressed in board meetings.

2.8. Please provide info related to recent (within the past year) local community engagement and consultations (e.g. Annual General Meetings with membership and public participation, community open houses, or public engagement opportunities) where members of the community and board members have provided input regarding the proposed project.

3. Project Identification

3.1. Name of the trail/location 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 trail? Is this a new corridor, a new section of an existing corridor or next phase of a previous project? **Please provide a map of the area marking the proposed project.**

3.2. Please list the Landowner (s) along the corridor proposed and attach the written permission (if available) from the Landowner(s) for the project proposed. If applicant has an existing License Agreement with HRM, attach to submission. If applicant does not have an existing agreement with HRM, also identify below.

3.3. What is the type of project proposed?

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

4. Recreational Value Questionnaire

4.1. What modes of recreation will be accommodated/encouraged with this project? (e.g. hiking, mountain biking, etc.)

4.2. Will other recreational activities be facilitated by this project? (e.g. swimming, birdwatching, etc.)

4.3. Will the project achieve other social/environmental benefits? (e.g. access to heritage sites or natural features)

4.4. Does the project fill a gap, either locally or regionally, in terms of the type of recreation experience it provides?

4.5. Is parking available at the trailheads?

4.6. Are trailheads accessible by public transit?

4.7. Does the project provide opportunities for development of physical abilities? (e.g. fitness, skills, balance, agility)

4.8. Who will want to use the trails and why? (e.g. youth, seniors, families, etc.)

4.9. Does the trail connect to other recreational facilities? (e.g. other trails, bike lanes, sidewalks, parks, recreation centres)

4.10. Does the trail provide recreational opportunities for persons with limited mobility? Is the trailhead accessible to persons with limited mobility?

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 HRM priorities, Capital Projects Planning, Capital Budget approval, and HRM staff capacity to deliver the project proposed.

5. Trail Organization Experience and Capacity

5.1. Please describe:

- the organization's experience with planning, constructing, or managing and maintaining trails and amenities
- the organization's readiness/capacity to maintain the facility after completion

6. Project types

Only complete sections relevant to the type of project selected in Section 3.3.
Attach supporting documents for each type of project as required.

6.1. Trail planning and design of a new trail facility/ infrastructure

6.1.1. What is the type of work proposed to complete in the 2026-2027 fiscal year? Please check one:

☐Planning with concept design and preliminary cost estimates for a recreational trail (or a section)

☐Engineering detailed design with 90% cost estimate and construction tender document

☐Other planning related project- please describe below:

6.1.2. Detailed description of the project, including:

- Trail type and difficulty level (Refer to Recreational Trail Standards – width, tread type, etc.)
- Length of trail
- Structures (bridges, boardwalks, etc.)
- Signage
- Other amenities

6.1.3. 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/construction 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

6.2. Construction project of a new trail facility/ infrastructure

6.2.1. Detailed description of the project, including:

- Trail type and difficulty level (Refer to Recreational Trail Standards – width, tread type, etc.)
- Length of trail
- Structures (bridges, boardwalks, etc.)
- Signage
- Other amenities

6.2.2. What is the type of work proposed to complete in the 2026-2027 fiscal year? Please check all that applies:

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

Please describe in detail below

6.2.3. Readiness

- Will the project be shovel-ready in the coming year? 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?

6.2.4. Which of the following 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' 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 appropriate standards of accessibility and safety for all users after construction is completed

6.3. New Amenities to enhance users' safety and accessibility

6.3.1. 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 and safety) 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.

7. FUNDING REQUIRED

Please review Recreational Trail Capital Grants Program Description related to HRM funding on lands not owned by HRM.

7.1. Total Funds required (including HST) to complete all phases the project proposed in this application (**Also attach a detailed cost estimate breakdown when submitting your application)**:

7.2. 2027 - 2028 Amount (including HST) requested from HRM for the project proposed in this application:

7.3. 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 2027 – 2028 for the project proposed in this application:

7.4. Estimated annual maintenance costs for each project proposed, after its completion (will NOT be included in this funding request):

7.5. 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: