

OHV Infrastructure Fund Application - Trails

Please Note: The Infrastructure information provided with this application may be used by the Province of Nova Scotia to aid in the development in best management practices for OHV trails.

Please print blank form and complete for return to:

**OHV Ministerial Advisory Committee
Trails Subcommittee**
 c/o Vanda Jackson
 5516 Spring Garden Road, 4th floor
 Halifax, N.S. B3J 1G6

For Internal Use Only	
Received:	
Initial:	
Approved:	
Response:	
Project No.	

Please Print

Organization Name: _____ **Date:** _____

Organization Address: _____ **Postal Code:** _____

Project Location: _____

Project Contact	Alternate
Name:	Name:
Title:	Title:
Address:	Address:
Postal Code:	Postal Code:
Phone: (Day) (Evening)	Phone: (Day) (Evening)
Fax:	Fax:
Email:	Email:

Project Summary: short description - attach further information as detailed in the Application Checklist

Budget Summary

Total Project Cost (Attach Cost Breakdown)	\$
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Applicant Contributions

Applicant Contribution	Source	Amount	Approved	Pending
Fundraising				
Cash Available for Project				
Bank Loans				
Donated Material				
Donated Labour				
Donated Equipment				
Projected Revenues				
Other (Specify)				
Other (Specify)				
Other (Specify)				

Total Applicant Contribution	\$
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Funding from Other Sources (Do not include amount requested from OHV Fund)

Agency	Program	Amount	Approved	Pending
Federal				
Provincial				
Municipal				
Other (specify)				
Other (specify)				
Other (specify)				

Total Funding from Other Sources	\$
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Total Project Funding

Total Project Funding= Total Applicant Contribution + Total Funding from Other Sources

Total Project Funding	\$
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Amount Requested from OHV Infrastructure Fund - Trails

(up to 50% of total project costs – usually not to exceed a maximum of \$50,000 annually)

Total Amount Requested	\$
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Applicant's Declaration: (Must be signed by two Executive Members of the Organization)

On behalf of, and with the authority of the organization, we certify that the information given in the application for a grant is correct in every respect and that the organization understands the conditions of the OHV Infrastructure Fund – Trails.

Title:	Title:
Signature:	Signature:
Date	Date:

Application Checklist

Applications must include a statement demonstrating how the project contributes to OHV trails and riding areas and how the project meets the following criteria:

- Whether this is a new development, an expansion to an existing trail system or an infrastructure maintenance project,
- Enhancements to OHV opportunities,
- How the project avoids vulnerable and high conservation value areas and contributes to environmental protection,
- Potential to provide an alternative to inappropriate OHV routes or areas,
- Community benefit and impact,
- Long-term sustainability for OHV use – provide details for long term management/maintenance,
- Resourcefulness/partnerships,
- Commitment by the applicant,
- Sound planning.

The organization's:

- Constitution and by-laws,
- List of executive,
- Proof of incorporation,
- Documentation supporting long-term commitment of landowner where applicable.

In the case of a landowner as applicant:

- Endorsement from local OHV user group(s) and/or local trail group(s),
- Documentation supporting long term commitment of all landowners associated with the project.

- Cost breakdown as stipulated on page 2 of the form.

- Letters of support from stakeholders/partners such as landowners, adjacent landowners, OHV clubs, dealers, business development agencies, municipalities, government departments and/or provincial/local not-for-profits.

- A letter of endorsement from the associated Provincial OHV/Trail organization(s) is required – (SANS, ATVANS, NSORRA, NSTF).

If applicable, proof of approval by regulatory bodies and compliance with local by-laws, building codes, trail and riding area construction guidelines. Regulatory bodies may include:

- Local Municipal Unit
- NS Department of Natural Resources
- NS Department of Transportation and Infrastructure Renewal
- NS Department of Environment and Labour
- NS Department of Agriculture
- NS Department of Tourism, Culture and Heritage
- NS Department of Fisheries and Aquaculture
- Fisheries and Oceans Canada
- Navigable Waters - Coast Guard
- Fire Marshal
- Local building inspector
- NS Power

Where trails involve Crown land, the applicant must have a Letter of Authority from the appropriate agency (in most cases this will be Dept. of Natural Resources or Environment and Labour).

Where applicable, architectural and engineering drawings must be made available to the reviewers

- Proof of liability insurance for a minimum of \$5,000,000 and naming the associated provincial organization as an additional insured.
- Map of appropriate scale to show proposed trail route or area.
- Supplemental Details.

Have questions or require assistance in completing the application?

Contact one of the associations:

Snowmobilers Association of Nova Scotia

5516 Spring Garden Road, 4th Floor,
Halifax, Nova Scotia
B3J 1G6

John Cameron, General Manager

Tel: (902) 425-5450 x324

Fax: (902) 425-5606

Email: info@snowmobilersNS.com

ATV Association of Nova Scotia

P.O. Box 46020
Novalea RPO
Halifax, Nova Scotia
B3K 5V8

Corey Robar, Trails Coordinator

Tel: (902) 521-9790

Email: brmatvans@eastlink.ca

Nova Scotia Trails Federation (NS Trails)

5516 Spring Garden Road, 4th floor
Halifax, NS
B3J 1G6

Vanda Jackson, Executive Director

Tel: (902) 425-5450 x325

Fax: (902) 425-5606

Email: nstrails@sportnovascotia.ca

Nova Scotia Off Road Riders Association

#3 - 644 Portland Street
Suite # 209
Dartmouth N.S.
B2W 2M3

<http://www.offroadriders.ca/>

Office of Health Promotion and Protection

Summit Place
1601 Lower Water St., 5th Fl.,
Halifax, NS, B3J 3P6

Steve Vines, Trail Coordinator

Tel: (902) 396-1325

Fax: (902) 396-1456

Email: vinessg@gov.ns.ca