

HEALTH AND WELLNESS VALUES: Nova Scotians working together to make our province a safe and healthy place in which to live, work and play.

PHYSICAL ACTIVITY, SPORT AND RECREATION (PASR) focuses on achieving better health outcomes and improving quality of life for Nova Scotians through participation in physical activity, sport and recreation.

COMMUNITY TRAILS LEADERSHIP FUND

DESCRIPTION: The *Community Trails Leadership Fund* supports the trail development community in Nova Scotia through the provision of funds for leadership, organizational development, and capacity building. The fund will help organizations offer training and educational opportunities for volunteers and the trail professionals who support them. It also helps the organizations acquire the expertise needed for specific aspects of trail projects.

BACKGROUND: Over the past two decades, the trail movement in Nova Scotia has expanded to include more than 200 community groups and other trail interests. Support from governments (federal, provincial, municipal), the private sector, and voluntary sector (foundations and other non-profit agencies) have supported the work of trails-related organizations that play an integral role in the planning, development, and management of a broad spectrum of trail opportunities enjoyed by Nova Scotians.

GOALS

The *Community Trails Leadership Fund* helps build the capacity of the organizations and municipalities engaged in building, maintaining, and supporting multi-use trails and non-motorized single-use trails, through the provision of funds to:

- provide training and educational opportunities for volunteers and the trail professionals who support them
- acquire needed expertise for specific aspects of trail projects

PRINCIPLES

The principles that guide the *Community Trails Leadership Fund* 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 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

APPLICATION PROCESS

Potential applicants should contact their local Regional Representative and/or the Trails Consultant to discuss their proposal, determine eligibility, and seek advice or assistance (see *attached Contact List*.)

Proposals are accepted any time. Proposals should be submitted to the Trails Consultant.

ELIGIBILITY 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 Nova Scotia Health and Wellness
- Municipal units designated under the *Municipal Government Act* (Nova Scotia)

Eligible Initiatives

A range of leadership, organizational development, and capacity building initiatives are eligible for funding, including:

- Provision of training and educational opportunities for volunteers and trail professionals supporting volunteers
- Acquisition of the expertise needed for specific aspects of trail projects

FUNDING GUIDELINES

Criteria

Applicants are expected to contribute at least fifty per cent (50%) of the overall cost of the initiative, inclusive of contributions obtained from other sources (financial and in-kind). *Applicants unable to contribute the expected amount (50% of overall cost) are encouraged to discuss their proposed initiative and financial situation with their local Regional Representative and/or Trails Consultant.*

Proposals received from provincial or regional organizations must show support for the initiative from local trail groups and/or municipal unit(s).

Funding Period

Applicants are eligible for funding for a period of up to three years. Funding allocations are reviewed annually and renewal is dependent upon the availability of funds and the satisfaction of the funder with the progress made, as outlined in the Progress Report (see Payment of Grants). Funding beyond a single fiscal year is subject to the annual budgetary process of the Government of Nova Scotia.

Approval Process

Proposals are reviewed by the Trails Consultant, local Regional Representative, and other staff from Nova Scotia Health and Wellness as required.

Recognition of Funder

Prior to the payment of funds, representatives from Nova Scotia Health and Wellness will engage funding recipients in discussions to develop and agree upon a strategy for recognizing the funding contributions made by the Government of Nova Scotia for each initiative. The strategy will include provisions such as:

- Clearly display the Nova Scotia Health and Wellness logo on all promotional materials associated with this initiative
- Display a plaque or other appropriate signage on the trail to give permanent visual recognition to the department/government
- Participate in public announcements about the initiative, etc.

PAYMENT OF FUNDS

Initial Payment: An initial payment (usually 80% of the approved amount) will be issued to funding recipients upon completion of the recognition of funder strategy. The remaining funds (usually 20%) will be provided upon receipt of either the annual or final progress report.

Requests to Modify Approved Proposals: If modifications are required to an initiative approved for funding, applicants must discuss the required changes with the Trails Consultant and receive written approval to reallocate the funds for another purpose.

Annual Progress Report: If the funding period spans more than one year, a brief written report outlining the results achieved during the funding period is required on March 1st to keep the initiative in good standing.

Final Progress Report: Final payments will be made upon completion of the initiative and submission of a final report which must be received by the Trails Consultant on or before March 1st. Contents of the final progress report include a brief written description of the initiative, its results, and a financial statement.

CONTACT LIST

<p>Cape Breton Region Serving Cape Breton Island 305 Esplanade, Suite 101 Sydney, NS B1P 1A8</p> <p>Larry Maxwell, Regional Representative (902) 563-2380 Fax (902) 563-2565 EMAIL: LARRY.MAXWELL@GOV.NS.CA</p>	<p>Highland Region Serving Counties of Guysborough, Antigonish and Pictou 149 Church Street, Suite 4 Antigonish, NS B2G 2E2</p> <p>Gerard MacIsaac, Regional Representative (902) 863-7380 Fax (902) 863-7477 EMAIL: GERARD.MACISAAC@GOV.NS.CA</p>
<p>Central Region Serving Halifax Regional Municipality 1894 Barrington Street, 14th floor Halifax, NS B3J 2A8</p> <p>Carol Davis-Jamieson, Regional Representative (902) 424-7622 Fax (902) 424-0663 EMAIL: CAROL.DAVIS-JAMIESON@GOV.NS.CA</p>	<p>South Shore Region Serving Counties of Yarmouth, Shelburne, Queens and Lunenburg PO Box 9000 (312 Green Street) Lunenburg, NS B0J 2C0</p> <p>Debby Smith, Regional Representative (902) 634-7505 Fax (902) 634-7542 EMAIL: DEBBY.SMITH@GOV.NS.CA</p>
<p>Fundy Region Serving Counties of Cumberland and Colchester and the Municipality of East Hants 80 Walker Street, Suite 1 Truro, NS B2N 4A7</p> <p>Peter McCracken, Regional Representative (902) 893-6215 Fax (902) 896-2425 EMAIL: PETER.MCCRACKEN@GOV.NS.CA</p>	<p>Valley Region Serving Municipalities of West Hants, Clare and Counties of Annapolis, Kings and Digby 10 Webster Street, Suite 200 Kentville, NS B3N 1H7</p> <p>Mike Trinacty, Regional Representative (902) 679-4390 Fax (902) 679-6748 EMAIL: MIKE.TRINACTY@GOV.NS.CA</p>

TRAILS CONSULTANT CONTACT INFORMATION:

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