

# OHV Infrastructure Fund Grant

## Logbook Sheets DONATED EQUIPMENT, MATERIAL, LABOUR

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**Organization:** \_\_\_\_\_  
\_\_\_\_\_

**Project:** \_\_\_\_\_  
\_\_\_\_\_

**Contact Name:** \_\_\_\_\_  
\_\_\_\_\_

**Address:** \_\_\_\_\_  
\_\_\_\_\_

**Telephone:**    Office: \_\_\_\_\_    Home: \_\_\_\_\_    Fax: \_\_\_\_\_

**Project Start Date:** \_\_\_\_\_ **Completion Date:** \_\_\_\_\_

The object of the OHV Infrastructure Fund Grant is to assist in development, construction and maintenance of OHV recreation trails & facilities by providing essential financial assistance towards the expenditures incurred by the applicant.

Where appropriate, the Nova Scotia Off-highway Vehicle Ministerial Advisory Committee encourages the utilization of donated material, equipment and labour and accepts these as part of the applicant's financial contribution to the project. Grants will not exceed the cash requirements of the total project.

The attached logbook sheets are provided by Nova Scotia Off-highway Vehicle Ministerial Advisory Committee to be used by the project executive to keep an updated, accurate record of all donated equipment, labour and materials. This log must be available for inspection by the Nova Scotia Off-highway Vehicle Ministerial Advisory Committee Trails Sub-Committee Representative's.

### Requirements:

1. The logbook provided should be used.
2. Written cost estimates should be obtained from an independent contractor or an appropriate qualified professional.
3. Material and equipment costs should be itemized and supported by documentation from the donor indicating the current value of the donation. (I.e. invoice marked donated)
4. A log showing hours of volunteer labour should be maintained, indicating both skilled and unskilled labour. The value of skilled labour will be the going hourly rate for the area, while unskilled labour will be credited at the provincial minimum wage hourly rate.







