



EAST HANTS

DISTRICT RECREATION FUND Application Form

Address: Box 230, Suite 170, 15 Commerce Crt., Elmsdale, NS, B2S 3K5 Phone: (902) 883-3387 Toll Free: 1-866-758-2299

Organization Information

Organization Name: _____

Mailing Address: _____

Contact Name: _____ Title: _____

Telephone Number: _____ Email Address: _____

Registered Society or Charity ID Number: _____

Number of volunteers in the organization: _____

Project Details

- Project Scope:
- Trail, Park, Playground Development
 - Sport & Recreation Facility (Indoor/Outdoor)
 - Community/Recreation Hall
 - Maintenance Equipment
 - Life-Cycle Analysis / Needs Assessment
 - Improvements to Facility Grounds

Title of Project: _____

Please describe the project in detail (please include attachments if necessary).



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What are the goals and objectives of your project? How will the project benefit East Hants residents?

Please explain how the project goals will be measured.

Please describe the fundraising efforts for this project including other grant programs your organization has applied for (provincial, federal, etc.)

Please describe the implication of not receiving grant funding.



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Project Budget

PROJECT BUDGET			
REVENUES (estimated project funding)		EXPENSES (estimated project costs)	
Type of Project Income:	Amount (\$):	Type of Project Expense:	Amount (\$):
Municipal Grant Requested:	\$		\$
Provincial Assistance (attach support letter):	\$		\$
Federal Assistance (attach support letter):	\$		\$
Fundraising	\$		\$
In Kind	\$		\$
Fees, Rental Income, etc.	\$		\$
Other _____	\$		\$
Other _____	\$		\$
Total Estimated Project Income:	\$	Total Estimated Project Expenses:	\$

Note: if revenues are not confirmed, mark with an *



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Application Checklist

Please make sure the following is complete and included with your application. Applications with missing supporting documents will be returned back to applicants.

- Application form complete

- Registry of Joint Stocks proof of registration

- Organization meeting minutes approving application submission.

- Proof of Insurance (property & liability)

- Deed, Lease or acceptable alternative

- Organizational Financial Statement (most recent fiscal year)

- District Councillor project awareness by means of signature or email

- Project Quotes (at least 3)

- Facility Usage Form - if applicable

- Confirmation of submission for other funding sources



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Applicant Declaration

It is the responsibility of the applicant to ensure all required information is submitted. Incomplete applications will be returned back to applicants and may be considered ineligible.

The organization gives the Municipality of East Hants the consent to audit.

Agree Disagree

We hereby certify that the information contained in this application is complete and accurate.

Board Executive Signature

Full Name (print)

Date

Board Executive Signature

Full Name (print)

Date

Please contact the councillor that represents the district your project is taking place to make him or her aware of your District Recreation Application.

District Councillor Signature

Full Name (print)

Date