



EAST HANTS

DISTRICT RECREATION FUND In-Kind Tracking Log

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

In-Kind Contributions Eligibility:

*As per [District Recreation Fund Policy](#), 3.5.1 - 3.5.6

All in-kind contributions must be outlined in detail and completed on the In-Kind Tracking Log.

The value of donated resources for District Recreation Fund projects is based on:

1. **Planning Time** - valued at the current hourly minimum wage in Nova Scotia to a maximum contribution of \$500. Planning includes volunteer time related to fundraising, preparing grant applications and other planning activities related to the project;
2. **Unskilled Labour** (volunteers working directly on project) - valued at the current hourly minimum wage in Nova Scotia
3. **Skilled Labour** (qualified trades and professionals) - valued at the current hourly minimum wage in Nova Scotia plus 50% or company book value by official invoice.
4. **Equipment** - based on the Nova Scotia Road Builders Association (NSRBA) Construction Equipment Rental Rates or an invoice from the company reflecting the value of the donation.
5. **Materials** - at verified fair market value by means of an official invoice.
6. **Professional Services** (consulting fees and/or technical expertise) - at verified fair market value by means of an official invoice.



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Organization: _____ **Project:** _____

In Kind Labour/Equipment Tracking log

Date	Name/Company	Job (description of the work completed)	Hours	Rate (Hourly)	Value (Hours x Rate)
Executive Signature:				Total	



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Organization: _____ **Project:** _____

In Kind Materials/Services Tracking Log

Date	Description (detailed list of materials or services donated)	Donor	Job (aspect of project)	Value (\$)
Executive Signature:			Total	