



## Municipality of the County of Kings Park, Playground, and Trail Maintenance & Development

The Municipality of the County of Kings believes in supporting the work of community organizations through grants to non-profit organizations. Council has recently adopted a [Community Grants Policy](#) which you can find [here](#). Please review the policy for details about review and evaluation of applications and the grant awarding process.

### Maximum Assistance Available

The amount of assistance available from the Park, Playground, and Trail Maintenance & Development Grant is to support all capital aspects of development and maintenance, excluding the purchase of land for future development.

Funding is now available per-park or playground!

Maximum Funding Available	
Community Parks & Playgrounds	
Capital:	50% of costs to a maximum of \$7,500 per park or playground
Maintenance:	50% of costs to a maximum of \$4,500 per park or playground
Trails	
Capital:	50% of costs to a maximum of \$40,000
Maintenance:	50% of costs to a maximum of \$20,000
Over the useful life of an entire project, an organization may apply for a one-time capital grant	50% of costs to a maximum of \$25,000

### Application Deadline

Applications are due no later than April 1<sup>st</sup> each year at 4:30 p.m. at the Municipal Complex (87 Cornwallis Street, Kentville). We encourage you to apply early and seek assistance as required.

Applications must be submitted on this form with all required information by the deadline. It is the sole responsibility of applicants to submit a complete application. Failure to submit a complete application by the deadline will exclude the application from consideration. Please note that submission of a request does not guarantee any funding.

If you have any questions our Finance Department is happy to assist you. Please contact Lisa Amon at [LAmon@countyofkings.ca](mailto:LAmon@countyofkings.ca), 902-690-6191, or toll free at 1-888-337-2999.



Municipality of the County of Kings  
**Park, Playground, and Trail Maintenance & Development**

**Section 1 – Applicant Information**

Organization Name		
Primary Contact at Organization		
Organization's Mailing Address		
Organization's Physical Address (if different from mailing)		
Phone Number		
Email Address		
Physical Location of the Park, Playground, or Trail (Address, PID, or GPS Coordinates)		
Does the applicant organization own the park?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If no, please provide a copy of the lease or easement

**Section 2 – Total Request**

Amount Requested	
Amount Requested for Capital	
Amount Requested for Maintenance	
Total Estimated Project Cost	

**Section 3 – About the Organization**

What is the status of your non-profit organization?	<input type="checkbox"/> Unregistered non-profit organization <input type="checkbox"/> Registered with the NS Registry of Joint Stocks as a non-profit, business, or community or professional society or association. (Grants are issued to the organization using the Registry of Joint Stocks information). (Registry number: _____) <input type="checkbox"/> Registered Charity (ID number: _____) <input type="checkbox"/> Municipal Government <input type="checkbox"/> First Nations' Government
---	---



Municipality of the County of Kings  
**Park, Playground, and Trail Maintenance & Development**

**The Section 4 – About the Project**

Please provide a brief description of the project, how was the need for the project initiated, and who are the main users of the park, playground, or trail.

--

What role does the park, playground, or trail have in the community and in promoting active living?

--

**For New Parks, Trails, and Playgrounds Only**

Please provide a description of the project and overview of the development timeline.

--



## Municipality of the County of Kings Park, Playground, and Trail Maintenance & Development

### Section 5 – Budget & Funding the Project

Please attach an itemized budget that identifies:

1. Grants are now available on a per-project basis. For each park, playground, or trail, please complete a proposed budget (supported by detailed quotes) using the pages at the end of the application.

If applying for both capital and maintenance for the same park, playground, or trail, please complete two separate forms. The total for all projects must be provided in Section 2.

2. How the applicant organization will be funding their portion of the project (including grants from the Federal or Provincial governments) and in-kind contributions/donations. In-kind goods and services can now count for up to 50% of the applicant's contribution to the project (or 25% of the total). The remaining 50% of the applicant's share must be made in cash from any source.

If you have estimated any of the costs, please explain the assumptions.

### Section 6 – Supplemental Information

The Municipality requires particular budget information from applicants depending on the amount of the request.

For requests **less** than \$10,000, please provide a report of the organization's financial status (a budget showing all revenues and expenses).

For requests **more** than \$10,000, please provide the current balance sheet and proposed budget/income statement.



Municipality of the County of Kings  
**Park, Playground, and Trail Maintenance & Development**

**Section 7 – Declaration**

<p>I/We are submitting this application for the purpose of obtaining financial assistance from the Municipality of the County of Kings. The statements contained in this application are, to the best of my/our knowledge, true and correct. I/We submit that all aspects of this proposed project will comply with existing municipal, provincial, and federal codes, guidelines, and laws. I/We acknowledge that any misrepresentation or misappropriation of funds will result in the grant being revoked.</p>	
<p>I/We understand that all or part of this application may be made available to the public in accordance with the federal Access to Information and Protection of Privacy Act and the provincial Freedom of Information and Protection of Privacy Act.</p>	
Applicant or Organization President (Printed)	Organization Secretary/Treasurer (Printed)
Applicant or Organization President (Signature)	Organization Secretary/Treasurer (Signature)
Date	Date

**Section 7 – Submission**

<p>Please mail or e-mail the complete application and documents to:</p> <p>Mailing Address: Municipality of the County of Kings          Attn: Lisa Amon, Financial Services Administrative Assistant          PO Box 100          Kentville, NS B4N 3W3</p> <p>Email Address: LAmon@countyofkings.ca</p> <p>You may also drop the application off at 87 Cornwallis Street, Kentville, NS</p>
---



Municipality of the County of Kings  
**Park, Playground, and Trail Maintenance & Development**

Park, Playground, or Trail Name:	
<input type="checkbox"/> Maintenance Project <input type="checkbox"/> Capital Project <input type="checkbox"/> One-time Capital Grant of \$25,000	
<b>Material Costs (lumber, concrete, steel, electrical, equipment, hardware)</b>	
	Cost
<b>Services (skilled labour, excavation, construction)</b>	<b>Cost</b>
<b>Other Items</b>	<b>Cost</b>
<b>TOTAL</b>	
<b>Applicant's Contributions to the Project</b>	
<b>In-Kind Goods and Services (can be no more than 50% of the applicant's contribution)</b>	<b>Value</b>
<b>TOTAL</b>	



Municipality of the County of Kings  
**Park, Playground, and Trail Maintenance & Development**

Park, Playground, or Trail Name:	
<input type="checkbox"/> Maintenance Project <input type="checkbox"/> Capital Project <input type="checkbox"/> One-time Capital Grant of \$25,000	
<b>Material Costs (lumber, concrete, steel, electrical, equipment, hardware)</b>	
	Cost
<b>Services (skilled labour, excavation, construction)</b>	
	Cost
<b>Other Items</b>	
	Cost
<b>TOTAL</b>	
<b>Applicant's Contributions to the Project</b>	
<b>In-Kind Goods and Services (can be no more than 50% of the applicant's contribution)</b>	
	Value
<b>TOTAL</b>	



Municipality of the County of Kings  
**Park, Playground, and Trail Maintenance & Development**

Park, Playground, or Trail Name:	
<input type="checkbox"/> Maintenance Project <input type="checkbox"/> Capital Project <input type="checkbox"/> One-time Capital Grant of \$25,000	
<b>Material Costs (lumber, concrete, steel, electrical, equipment, hardware)</b>	
	Cost
<b>Services (skilled labour, excavation, construction)</b>	Cost
<b>Other Items</b>	Cost
<b>TOTAL</b>	
<b>Applicant's Contributions to the Project</b>	
<b>In-Kind Goods and Services (can be no more than 50% of the applicant's contribution)</b>	Value
<b>TOTAL</b>	





Municipality of the County of Kings  
**Park, Playground, and Trail Maintenance & Development**

Park, Playground, or Trail Name:	
<input type="checkbox"/> Maintenance Project <input type="checkbox"/> Capital Project <input type="checkbox"/> One-time Capital Grant of \$25,000	
Material Costs (lumber, concrete, steel, electrical, equipment, hardware)	Cost
Services (skilled labour, excavation, construction)	Cost
Other Items	Cost
<b>TOTAL</b>	
Applicant's Contributions to the Project	
In-Kind Goods and Services (can be no more than 50% of the applicant's contribution)	Value
<b>TOTAL</b>	