



Municipality of the County of Kings Major Community Initiatives & Civic Service Grant (Budget Request) Application 2018-2019

The Municipality of the County of Kings believes in supporting the work of community organizations through grants to non-profit organizations.

This grant supports initiatives, projects, and services that might otherwise be a responsibility of the Municipality to provide. Eligible applicants must be requesting more than \$10,000 and are not otherwise eligible to apply for funding under one of the other grant programs

Application Deadline

Applications are due no later than **Monday, January 29, 2018 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 be advised that you may be contacted to arrange a date and time to present to Council.

The Municipality reserves the right to forward any unsuccessful applications from this process for consideration with other Municipal grant programs. Organizations will be advised if their application has been forwarded. Please note that submission of a request does not guarantee any funding.

Multi-year applications may be considered but will require annual approval of Council. In rendering a decision on a multi-year request Council will consider: Requirements for Ministerial approval and potential impact on subsequent fiscal years or future Councils.

Upon approval, 80% of the total approved funds will be forwarded to the organization once all funding criteria are met. The remaining 20% will be paid upon receipt of satisfactory accountability report.

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



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Section 1 – Applicant Information

Applicant Organization	
Primary Contact at Organization	
Organization's Mailing Address	
Organization's Physical Address (if different from mailing)	
Daytime Phone Number	
Email Address	

Section 2 – Total Request

Amount Requested	
Total estimated project cost	
<input type="checkbox"/> Capital Funding <input type="checkbox"/> Operating Expenses <input type="checkbox"/> Programming	

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
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Tell us about the Organization. What is your mandate and what are your goals? What type of things does your Organization do?

Section 4 – About the Initiative

Please provide a brief summary of the initiative or project the Organization is seeking funding for. What is the grant needed for?



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How will this initiative or project benefit the community? What will success for this project look like? What impact will the initiative have?

Section 5 – Funding the Initiative

Please attach an itemized budget that identifies:

1. The project's total costs by pertinent category of expenditures;
2. All other sources of funding, pending and confirmed (including from the Federal or Provincial governments);
3. All in-kind contributions/donations.

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

Please attach your most recent financial statement that identifies:

1. Your organization's budget showing all revenue and expenses;
2. A balance sheet indicating total assets and total liabilities



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Section 6 – Alignment with the Municipality’s Strategic Plan

The Municipality operates with a Five-Year Strategic Plan (currently under review). Which one of the following priority areas best aligns with the project or initiative?

- Priority 1: Provide efficient and effective service delivery to our residents and businesses
- Priority 2: Address infrastructure deficit and aging water and sewer infrastructure
- Priority 3: Secure Kings County economic future, with a focus on economic development strategy and infrastructure
- Priority 4: Utilize green technologies and maximize energy efficiencies to encourage energy conservation within Municipal and Village Infrastructure
- Priority 5: Foster an environment which increases opportunities and investments in active transportation networks
- Priority 6: Further encourage accessible and inclusive Programs
- Priority 7: Improve road network and infrastructure
- None of the above

Section 7 – Declaration

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 our knowledge, true and correct. We submit that all aspects of this proposed project will comply with existing municipal, provincial, and federal codes, guidelines, and laws. We acknowledge that any misrepresentation or misappropriation of funds will result in the grant being revoked.

We agree to allow representatives of the Municipality of the County of Kings to inspect the site of the project described in this application, to audit the books and records of the applicant, to make inquiries, and to obtain all pertinent information necessary to evaluate this application.

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.

Organization President (Printed)	Organization Secretary/Treasurer (Printed)
Signature	Signature
Date	Date



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Section 7 – Submission

Please mail or e-mail your complete application and documents to:

Mailing Address: Lisa Amon
Financial Services Administrative Assistant
Municipality of the County of Kings
PO Box 100
KENTVILLE, NS B4N 3W3

Email Address: lamon@countyofkings.ca

You may also drop your application off at 87 Cornwallis Street, Kentville, N. S.