



MUNICIPALITY *of the*
COUNTY *of* KINGS

COVID-19 COMMUNITY GROUP RELIEF GRANT

The Council of the Municipality of the County of Kings passed the following motion on March 10, 2022, *That Municipal Council approve the COVID-19 Community Group Relief Grant program as presented in the [Request for Decision dated March 10, 2022](#), and direct the Chief Administrative Officer to proceed with administering this grant immediately.*

The COVID-19 pandemic continued to affect many aspects of our communities in 2021, and community organizations are no exception. The need for isolation, and other restrictions, caused by COVID-19 meant that many non-profit community organizations were not been able to operate in their usual fashion. For some organizations this has meant they have been unable to generate typical revenue, yet still have regular operating expenses to cover.

Relief Funding Assistance Available

Operational Assistance	Up to 75% of total annual operating costs to a maximum of \$2,000
Funds awarded may be directed at operating expenses that would ordinarily be covered by fundraising efforts that have been negatively impacted by the COVID-19 Pandemic.	

Eligibility

- Grants may only be awarded to eligible organizations that are one of the following: A non-profit club, association, society, or organization registered with the Nova Scotia Registry of Joint Stocks; or Registered Canadian charities and Legions;
- Applicants must not have been awarded funding from the Municipality within the 2021/22 fiscal year. Particularly, this includes receipt of funds under the Community Grants Policy or the Promotional Advertising and Support for Economic Development Initiatives Policy, or line item support; with the exception of Community Halls, which are eligible for additional operational funding, to a maximum of \$2,000 total, regardless of whether they have received other grant funding from the Municipality of the County of Kings.
 - i.e. A Community Hall that received any amount of capital project funding and/or up to \$500 operational assistance through the 2021/22 CHAP grant can apply to this relief program as well, with a maximum total award for operating assistance not to exceed \$2,000 combined.
- Must be able to demonstrate how COVID-19 has negatively affected typical operations
- Applications from organizations that have received COVID-19 relief funding from another level of government for the 2021/22 year would not be eligible.
- The organization is located in Kings County. This includes organizations located in both the Towns and in the Municipality with offerings available to all Kings County residents.

Application Deadline

Applications must be received no later than 4:30 p.m. on May 1, 2022.

Applications must be submitted on this form with all required information by the deadline. It is the sole responsibility of applicant 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.



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Section 1 – Applicant Information

Organization Name	
Primary Contact at Organization	
Primary Contacts position with the organization	
Organization’s Mailing Address	
Organization’s Physical Address (if different from mailing)	
The Organization must be located in Kings County	
Daytime Phone Number	
Email Address	
What is the status of your non-profit organization?	Registered with the NS Registry of Joint Stocks as a non-profit club, association, society, or organization. - Registry number: <input type="text"/>
	Registered Canadian Charity - ID number: <input type="text"/>
	Registered Legion - Legion number: <input type="text"/>
PLEASE NOTE: Awarded funding will be issued to the registered organization named in the Registry of Joint Stocks/Charity information	

Section 2 – Total Request

Amount Requested*	
* Up to 75% of total annual operating costs up to a maximum \$2,000. This maximum includes any funding for operating expenses awarded previously during the 2021/22 fiscal year	

Section 3 - Required Documentation

	Signed copy of the completed grant application
	Organizations last complete typical financial statement (pre-COVID)
	Organizations most recent complete financial statement
	Organizations current year operating budget, highlighting any revenues that will be unachieved this year due to COVID-19



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Section 4 – About the organization and funding request

1. Tell us about your organization.

What is your mandate and organizational goals? What types of things does your organization do?

2. Please describe how COVID-19 has continued to impact your organization.



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3. How has this year's budget been effected? (revenues and expenses)

4. Has the organization received any assistance from other levels of government since the emergence of COVID-19?



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Section 5 – 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, orders and laws. We acknowledge that any misrepresentation or misappropriation of funds will result in the grant being revoked.

We understand it is our responsibility, as the applicant, to ensure adherence to any Health Protection Act Orders or other provincial guidelines related to safety and/or gatherings.

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 Name (Printed):	
Organization President Signature:	
Date:	
Organization Secretary/Treasurer/Authorized Member Name (Printed):	
Organization Secretary/Treasurer/Authorized Member Signature:	
Date:	

Section 6 - Submission

Please deliver, mail or e-mail your complete application and documents to:	
Mailing Address:	Municipality of the County of Kings Attn: Community Grants 181 Coldbrook Village Park Dr. Coldbrook, NS B4R 1B9
Email Address:	grants@countyofkings.ca