



MUNICIPALITY *of the*
COUNTY *of* KINGS

2026-27 District Activity Funds - Application Form

The Municipality of the County of Kings is committed to supporting the work of non-profit organizations that deliver local initiatives benefiting communities across all the electoral districts in the municipality. In support of this commitment, Council has adopted a [District Activity Funds Policy FIN-05-030](#) available at www.countyofkings.ca/grants

The District Activity Funds Policy provides Members of Council with the ability to directly support non-profit organizations within their districts by offering modest financial assistance. These funds are intended to help community-based groups deliver initiatives that enhance local well-being and community engagement. Through this Policy, Councillors may support funding requests from eligible non-profit organizations that are located in, or provide a direct benefit to, their electoral district. Funding decisions are made at the discretion of individual Councillors, with approved funds issued to recipients by the Municipality.

Maximum Assistance Available

- Up to \$250 per organization per fiscal year.

Eligibility and Restrictions

To be eligible, an organization must meet one of the Non-Profit Organization criteria below **and** be located within or provide a direct benefit to the District it is applying for funding from;

- A non-profit club, association or organization registered and in good standing with the Nova Scotia Registry of Joint Stock Companies;
- A 'registered charity' under the *Income Tax Act*; or,
- An unregistered athletic, educational, environmental, cultural, community, recreational, sporting, or social organization able to provide documentation demonstrating non-profit status, including proof of a bank account in its name, a listing of signing officers, and evidence of operations as a non-profit entity.

Organizations that have received funding for the *same initiative* through any other municipal grant or funding program during the same fiscal year are not eligible.

Organizations funded through this program may still be eligible to apply to Community Grants or other municipal funding programs, provided it is for a *different initiative*.

Application Process and Deadline

- No deadline to submit - Applications are accepted continuously throughout the year - once a Member of Council's annual allocation has been fully expended, no additional funds are available.
- Applications must be submitted prior to the completion of an initiative.
- Applications must be submitted to a Member of Council on this form and must include all relevant information.
- The Member of Council will review and discuss the initiative with the applicant and, if supported, sign and forward it on to the Grant Administrator for confirmation of eligibility and processing.

Please Note: Submission of a request does not guarantee funding.

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Submission

To discuss support for your initiative please contact the elected Member of Council for the area in which the organization is located or the are the initiative provides direct benefit to from the listing below.

Mayor Mayor Dave Corkum Municipality of the County of Kings map	902-690-6132 (o) 902-680-6125 (c) mayor.corkum@countyofkings.ca
District 1 Deputy Mayor Everett MacPherson District 1 map	902-698-3951 councillor.macpherson@countyofkings.ca
District 2 Councillor Doug Gates District 2 map	902-300-9548 councillor.gates@countyofkings.ca
District 3 Councillor Robbie Hiltz District 3 map	902-389-1221 councillor.hiltz@countyofkings.ca
District 4 Councillor Riley Peckford District 4 map	902-321-3232 councillor.peckford@countyofkings.ca
District 5 Councillor Tim Harding District 5 map	902-670-6484 councillor.harding@countyofkings.ca
District 6 Councillor Bob Best District 6 map	902-679-2031 councillor.best@countyofkings.ca
District 7 Councillor Emily Lutz District 7 map	902-300-1776 councillor.lutz@countyofkings.ca
District 8 Councillor Christina Sappington District 8 map	902-670-1096 councillor.sappington@countyofkings.ca
District 9 Councillor Peter Allen District 9 map	902-692-1552 councillor.allen@countyofkings.ca

Once discussed with the appropriate Member of Council, please forward your completed and signed application, along with any relevant supporting documentation, directly to that Member of Council.

Mailing Address (for any hard copy submissions):

Municipality of the County of Kings
 Attn: Community Grants
 181 Coldbrook Village Park Dr.
 Coldbrook, NS B4R 1B9

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Section 1 – Applicant Information

Applicant Organization Name	
Name of Project/Initiative	
Primary Contact Name & Position at Organization	
Organization’s Mailing Address	
Organization’s Physical Address (if different from mailing)	
Daytime Phone Number	
Email Address	

Section 2 – About the Organization

Indicate 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: _____
- Registered Canadian Charity.
ID number: _____
- Unregistered non-profit.
Must provide documentation demonstrating non-profit status, including:
- proof of a bank account in organization name,
 - a listing of signing officers, and evidence of operations as a non-profit entity.

PLEASE NOTE: Awarded funding will be issued to the organization named in the Registered/Charity information or the Unregistered documentation provided.

If additional space is required to answer any application questions, please include a separate document with your submission and clearly reference the corresponding section.

Tell us about the Organization

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Section 3 – About the Initiative

1. Provide a summary of the initiative and how the funding would be used.
2. How will this initiative benefit the District (the community, individuals, a specific group, other)?

Section 4 – Attestation by Applicant

I, the undersigned, as an authorized representative of the applicant organization, hereby attest and confirm that:	
i.	The information provided in this application, and in all supporting documentation, is true, complete and accurate to the best of my knowledge.
ii.	I agree to notify the awarding Member of Council promptly of any material changes to the information contained in this application, or should the funds no longer be needed for the purpose outlined in the application, to discuss alternate eligible use, or to arrange the return of funds.
iii.	All aspects of this proposed initiative will comply with existing municipal, provincial, and federal codes, guidelines, orders and laws.
iv.	I acknowledge that any misrepresentation or misappropriation of funds will result in the grant being revoked.
v.	I acknowledge and understand that it is my responsibility, as the applicant, to ensure adherence to any Health Protection Act Orders or other provincial guidelines related to safety and/or gatherings.
vi.	I acknowledge and understand that all or part of this application may be made available to the public in accordance with the provincial <i>Freedom of Information and Protection of Privacy Act</i> .
Applicant Name (Printed):	
Applicant Signature:	
Date:	

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Section 5 – Member of Council Attestation and Funding Allocation

Funding award amount:	
Electoral District this initiative is located within, or provides a direct benefit to:	

<p>I, the undersigned Member of Council, hereby attest and confirm that,</p> <ul style="list-style-type: none"> i. I acknowledge and agree that access to District Activity Funds is suspended for any Member of Council who is offering as a candidate in a municipal, provincial, or federal election, in accordance with the applicable suspension periods set out in the policy. ii. I acknowledge and agree that approval of this application does not commit the Municipality to any future funding obligations, does not involve the undertaking of administrative functions reserved to Municipal staff, and does not result in any personal benefit to a Member of Council. iii. I confirm that funds awarded are for the purposes outlined herein and in full compliance with the District Activity Funds Policy, the Municipal Government Act, and Council’s Code of Conduct, and any other applicable legislation or policy. 	
Member of Council Name (Printed):	
Member of Council Signature:	
Date:	

Completed applications must be signed by both the applicant organization and the awarding Member of Council, and must clearly indicate the approved funding amount (up to \$250 per organization per fiscal year).

Applications should be submitted to the Grants & Funding Administrator by email, mail, or hand delivery. Submissions will be reviewed to confirm eligibility and processed within 30 days of receipt.