

Low Carbon Communities & Connect2 Program Application (2020-2021)

BEFORE COMPLETING

Thank you for expressing your interest in the Low Carbon Communities and Connect2 grant program. Please take the time to review the Program Description and Additional Resources section of the website before completing your application:

<https://novascotia.ca/low-carbon-communities/>

SUBMITTING YOUR APPLICATION PACKAGE:

In addition to the application form you will also need to include the following documentation:

- confirmation of matching funds (**required**)
- proof of permits and/or support from other provincial departments if project involves design/infrastructure/construction (**required**)
- letters/emails of support from community or partners
- visual materials (i.e. map of location)
- any additional relevant information

NOTE: Applicants are responsible to provide all the necessary documents at time of submission. Please submit as a word document to the corresponding Program Coordinator at lowcarboncommunities@novascotia.ca or connect2@novascotia.ca.

Deadline to Submit? We will be accepting and reviewing application submissions on an ongoing basis until September 30, 2020 or until all funds have been allocated. Please note you may be contacted for supplemental information.

Questions? Staff are available year-round to discuss potential projects and partnerships.

Please contact one of the Program Coordinators:

LCC:	C2:
Catherine Chase at 902-424-4073, or lowcarboncommunities@novascotia.ca	Salima Medouar at 902-717-7026, Gabrielle Riley Gallagher at 902-424-8090, or connect2@novascotia.ca

LOW CARBON COMMUNITIES & CONNECT2

PROGRAM APPLICATION (2020-2021)

Important Notes:

The funding of the program is subject to Treasury Board approval following the Provincial official budget day. The Department of Energy and Mines reserves the right to alter or cancel the current process.

Applicants will be scored based on their alignment with the Program Description and Assessment Criteria found on the LCC/C2 website:
<https://novascotia.ca/low-carbon-communities/>

ORGANIZATION INFORMATION

Legal Name of Organization:

Legal Civic Address of Organization:

Signing Authority Names:

Lead Applicant Organization Type:

(Note: private sector is not eligible for LCC)

Mailing Address (if different):

Primary Contact Person:

Primary Email Address:

Alternate Contact Person:

Alternate E-mail Address:

Joint Stocks Registry ID

(if applicable):

Choose an item.		
	Primary Title:	
	Primary Phone:	
	Alternate Title:	
	Alternate Phone:	

1.0 PROJECT DESCRIPTION (15 POINTS)

Project Title:

Project Location:

Project Category:

Headline Description: *What is the issue/challenge/opportunity that your project is responding to?*
(1-2 Sentences)

Project Summary (Max. 750 Words)
Be sure to include how your project aims to reduce GHGs.

List the specific deliverables and estimated completion date

Total Project Cost:

Choose an item.		
<ul style="list-style-type: none"> • • • • 		
\$	Funding Request:	\$

LOW CARBON COMMUNITIES & CONNECT2 APPLICATION QUESTIONS

*NOTE: SOME MARKED SECTIONS APPLY ONLY TO ACTIVE TRANSPORTATION PROJECTS.
THE REMAINING SECTIONS APPLY TO BOTH CONNECT2 AND LOW CARBON COMMUNITIES PROJECTS*

2.0 PARTNERSHIPS AND COMMUNITY SUPPORT (15 POINTS)

Please briefly describe the following in relation to your project:

Please list project partners and describe the nature of any funding or project partnerships.

How have you reached out to stakeholders to collaborate on the project?

How have you engaged with all relevant groups impacted by the project?

CONNECT2 - AT Infrastructure Projects Only:

Specify the length of the connector to be completed as part of this project.

What are the hubs this project will connect to?

Is the project connected to or a part of the Blue Route?

Yes No

Comments:

Identify the type of connector surface (e.g. gravel, paved, crusher dust, etc.).

3.0 STRATEGIC ALIGNMENT (40 POINTS)

Clearly explain how the project aligns with the five strategic areas below.

***Please utilize the Assessment Criteria found at <https://novascotia.ca/low-carbon-communities/> ***

GHG Reduction Potential (10 pts):

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Learning by Doing, Knowledge Transfer, and Innovation (5 pts):

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Local Economic Benefits and Employment (10 pts):

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Community-Driven Initiative (5 pts):

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Equity and Inclusion (10 pts):

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4.0 MEASURABILITY, EVALUATION, AND SUSTAINABILITY (15 POINTS)

Explain how you plan to measure and evaluate the project’s impacts, including engagement with the community, successes, and learnings. We encourage applicants to use a specific, measurable, attainable, relevant and time-based (SMART) approach.

[Empty response area for measuring and evaluating project impacts]

How will your organization or community provide ongoing support to ensure success over time? Describe planning for the sustainability of the project.

[Empty response area for ongoing support and sustainability planning]

5.0 PROJECT BUDGET AND WORKPLAN (15 POINTS)

Provide a summary of the project expenses and expected funding and/or revenue, creating new rows as necessary. Please review the financial guidelines in the Low Carbon Communities and Connect2 program description documents thoroughly for cost breakdown.

Applications with incomplete or insufficient budgets will have points taken away from their final score.

Contact the Program Coordinator if you have questions or need clarification.

a) PROJECT BUDGET: EXPENSES

PLEASE REFER TO THE PROGRAM DESCRIPTION FOR FUNDING GUIDELINES PRIOR TO COMPLETING THE BUDGET

Expense Category	Expense Description	Category Total (\$)
Personnel (salary/wages)		
Professional fees (technical, consulting, contracting)		
Equipment/supplies		
Permits/permissions/approvals		
Meeting and convening expenses		
Communications/ marketing		
Travel costs		
In-kind		
Other (please specify)		
Project Total		

b) PROJECT BUDGET: CONTRIBUTIONS

PLEASE REFER TO THE PROGRAM DESCRIPTION FOR FUNDING GUIDELINES PRIOR TO COMPLETING THE BUDGET

Description	Contribution (\$)	Percentage of project total	Confirmed?	Tentative Date of Approval?
LCC or Connect2 Program Department of Energy and Mines (Max 75% of total project cost)	\$		Choose an item.	Click or tap to enter a date.
In-kind contribution(s) (Max 25% of total project cost)	\$		Choose an item.	Click or tap to enter a date.
Other cash sources	\$		Choose an item.	Click or tap to enter a date.
Total	\$	100%	Choose an item.	. Click or tap to enter a date.
Please provide explanatory notes, if necessary:				
Do you intend to apply to other funding programs to support this stage or future stages of your project? Please be specific and list the program name and organization, any funding deadlines, and briefly how your project aligns. <i>Note: See examples of "Potential Funders" provided in the Additional Resources link on our website.</i>				

c) PROJECT WORKPLAN AND ACTIVITY SCHEDULE

PLEASE INDICATE THE SIGNIFICANT TASKS OR PHASES OF YOUR PROJECT AND THE EXPECTED COMPLETION DATES
(I.E. 30%, 60%, 90% COMPLETION DATES)

Project Phases	Time Frame
Phase 1:	
<i>Activity: In this row, please describe the main activities and deliverable(s) that indicates the completion of this phase</i>	
Phase 2:	
<i>Activity: In this row, please describe the main activities and deliverable(s) that indicates the completion of this phase</i>	
Phase 3:	
<i>Activity: In this row, please describe the main activities and deliverable(s) that indicates the completion of this phase</i>	
Phase 4:	
<i>Activity: In this row, please describe the main activities and deliverable(s) that indicates the completion of this phase</i>	
Additional phases if needed	

5.0 ATTACHMENTS

Please list any supporting documents here. These may include:

All projects:

- Letters/emails of support from any partners or financial contributors
- Maps, site plans and/or schematic drawings for proposed walk/bike routes, infrastructure or similar initiatives
- Written permission from the landowner for infrastructure projects (construction and/or design). For projects involving private land, proof of liability insurance might be required.

Connect2 projects:

- Written approvals from the NS Department of Lands and Forestry (L&F) if project involves Crown Land.
- Demonstration of support from the Department of Transportation and Infrastructure Renewal’s (TIR) design guidelines and other AT related criteria for projects with an AT design or plan on provincial roads
- Necessary permits from the NS Department of Environment
- Demonstration that the proposed project is identified as a transportation or AT priority in an official municipal document
- Community groups are strongly encouraged to provide a letter of support from their municipality.

File Name	Description

CONFIDENTIALITY STATEMENT:

All information submitted to the Government of Nova Scotia as part of an application to the Low Carbon Communities or Connect2 program will be governed by the provisions of the Freedom of Information and Protection of Privacy Act ([FOIPOP](#)). Any information submitted will be retained by the Government of Nova Scotia.