

150 Forward Fund Application Form

(Note to applicants using Mac OS systems: please ensure that you complete the form using the free Adobe Acrobat Reader (<https://get.adobe.com/reader/>). Right click or option-click and select Adobe Reader to open the file. If you complete the form in Preview mode the information on the form will not save or print correctly.)

Application Deadline (select one)

October 31, 2016

February 15, 2017

APPLICANT INFORMATION				
Name of Applicant Organization *				
Street Number *	Street Address*			Suite
PO Box	City/Town *	County *	Province *	Postal Code *
Email *		Website		
Twitter		Facebook		
Other Social Media Accounts				
REGISTRATION INFORMATION				
Is your organization registered with the Nova Scotia Registry of Joint Stock Companies? *			Yes	No
Is your organization registered with the Nova Scotia Registry of Joint Stocks as a non-profit society or non-profit cooperative? *			Yes	No
If yes to either of the above questions, please provide your Nova Scotia Registry of Joint Stocks Registration Number.*				
Identification Number (Canada Revenue Agency)				
CHAIRPERSON		APPLICATION CONTACT		
Chairperson *		Contact Name		
Telephone (Primary) *		Telephone (Primary)		
Telephone (Alt)		Telephone (Alt)		
Fax		Fax		
Email *		E-Mail		

Applicant Organization

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FUNDING LEVEL

- Community Level (75% of cost of project/event up to \$14,999)
- Regional Level (75% of cost of project/event up to a maximum \$49,999)
- Large Scale (75% of cost of project/event exceeding \$50,000)

FUND OBJECTIVES (Please select all that apply) *

- Identifies and celebrates a significant Nova Scotian achievement or person over the last 150 years
- Celebrates diversity and/or pays tribute to the diverse ethnic communities and cultures in Nova Scotia
- Promotes and celebrates Nova Scotian innovation and achievements (within Nova Scotia) over the last 150 years
- Identifies its cultural legacy for the future. How will the project or event be remembered beyond 2017? How does it built a sense of pride and optimism about Nova Scotia's future?
- Will build a sense of pride and optimism about Nova Scotia's future.

PROJECT/EVENT INFORMATION

What is the type of your project/event *

- Arts and Culture
- History and Heritage
- Community Legacy

- Sport, Health and Active Living
- Science and Technology
- Youth Engagement

Proposal Name *

Proposal Start Date *

Proposal End Date *

Amount Requested *

Total Proposal Cost *

Location of Proposed Project/Event
(select up to five locations)

PROPOSAL OBJECTIVES

Please indicate which of the fund's objectives describes your proposal and explain. It is not necessary for proposals to meet all of the fund objectives

1. Please indicate how your activity/project/event or initiative will support the 150 Forward fund objectives.

2. Does your proposal have support and endorsement from community and/or municipal government?.

Yes (If yes, please provide a letter of support)

No

3. Is this a one-time Canada 150 event?

Yes (If yes, please explain)

No

4. Will this event, project or initiative engage community involvement, volunteerism or business opportunities?.

Yes (If yes, please illustrate how)

No

INTENDED OUTCOMES

This section of the application is designed to provide us with an understanding of the intended project outcomes and linkage to the program criteria.

5. How many people will participate in this endeavor

More than 100

More than 500

More than 1,000

More than 5,000

6. Who will benefit from this initiative?.

The Community

The Region

The Province of Nova Scotia

Other, please explain

7. How will you promote this initiative? Please explain.

Applicant Organization

8. Will social media be used?.

Yes (If yes, select all that apply)

Facebook

Twitter

Instagram

Website (provide url)

No

9. Who is the target audience for this initiative? Please explain.

10. Does this initiative celebrate diversity and inclusion?.

Yes (If yes, please explain)

No

11. How will success be defined? What measurements are in place?

- Ticket sales
- Survey
- Participation
- Other, please explain

YOUR PROPOSAL (for large scale projects, \$50k+ only)

Identify and clearly address the following topic areas in your proposal. Please submit your proposal plan as a separate document included within your application.

1. Executive Summary

Summarize your proposal, providing the most pertinent information. This should include, but should not be limited to: a brief introduction of the project/event, the overall objective, major highlights, targeted participants, planned activities, expected results/outcomes and benefits.

2. Business/Organizational Profile

Provide a brief description of your organization and its history.

3. Description of Project/Event

Provide details, outlining all activities.

4. Background of Proposal

Provide a brief history of the project/event and its significance to the partners involved, and the level of support provided by the applicant and each partner.

5. Description of Organization and Partners

Provide a list and short description of the partners.

6. Measurable Objectives and Anticipated Outcomes (as described in your response to the **Intended Project Outcomes** section of the application)

Describe how your project/event's objectives link to the objectives of the Nova Scotia 150 Fund. How will you measure and quantify the objectives and outcomes? Please note, the completion of a final report will be required upon the conclusion of the project/event.

7. Critical Path

Identify project/event start and end date(s). Provide details on any key milestones within the project/event.

8. Financial Capacity

This program will only fund part of the project/event in this application. How will your organization finance the project/event?

9. Additional Appendices

Provide any additional documentation that may be helpful to better understand the project/event.

10. Proposal Financial Template

Detailed financial information for your proposal must be provided, There is a financial template (available on our website) which can be completed and included with your application.

Applicant Organization

CONTACT US

Send Materials to:

Culture and Heritage Development Division
Department of Communities, Culture & Heritage
PO Box 456
Halifax, NS B3J 2R5

CCHFundingPrograms@novascotia.ca

For further information:

Neal Alderson
Telephone: (902) 424-6010
Email: Neal.Alderson@novascotia.ca
Or
Angela Dennison
Telephone: (902) 424-3876
Email: Angela.Dennison@novascotia.ca
Fax: (902) 424-0710
Web : www.novascotia.ca/cch

CONSENT

I consent to the sharing of my information with other government departments, organizations or contractors that the Department of Communities, Culture and Heritage (including African Nova Scotian, Acadian and Gaelic Affairs) or Arts Nova Scotia has a data sharing agreement with.

I consent to the Department of Communities, Culture and Heritage (including African Nova Scotian, Acadian and Gaelic Affairs) or Arts Nova Scotia adding my name, mailing address and e-mail to a distribution list to receive updates on programs, services, news and events.

DECLARATION

As an individual applicant:

- I have carefully read the application guidelines and eligibility criteria for this program, and confirm that I meet the eligibility criteria.
- I am aware that all overdue final reports, where applicable, for previously funded applications must be submitted and approved before any additional requests or applications for funding can be considered.
- I understand that my current application may not be eligible if any of my final reports have not been submitted and approved.
- I am aware that information I have provided in this application form is subject to the *Freedom of information and Protection of Privacy Act*, and any request for my personal information requires my written consent before it can be shared with a third party.

As a representative of an organization, consortium or group (including ad-hoc group):

- I have carefully read the application guidelines and eligibility criteria for this program, and confirm that the organization, group (including ad-hoc) or consortium I represent meets the eligibility criteria.
- I am aware that all overdue final reports, where applicable, for previously funded applications must be submitted and approved before any additional requests or applications for funding can be considered.
- I understand that my current application may not be eligible if any of my final reports have not been submitted and approved.
- I will act as the representative of the organization, consortium or group and will keep all participants informed of the application content and any funding decision.

I accept all of the declaration statements above that are applicable to me as an individual application or as a representative of an organization, consortium or group. I understand that not accepting these statements as true will affect eligibility for this funding application.*

Signature* (see below if submitting by e-mail)

Title (if applicable)

Name (print) *

Date *

By checking this box and typing my name below, I am electronically signing my application

Type in your Name

Send your completed application form and other supporting documents to: CCHFundingPrograms@novascotia.ca