

Special Advisory Committee on the 100th Anniversary of the Halifax Explosion Part 1. Grants and Contributions Context: Proposed Designated Funding Program INFORMATION REPORT

Introduction

The purpose of this report is to place the development of a proposed designated funding program for the Halifax Explosion centennial with the context of minimum standards for the coordinated development, management, administration and review of municipal programs.

Rationale

The fundamental question in the development of a designated funding program is “Why?”.

- Does the proposed program augment and/or support the delivery of a municipal service?
- Does the program aid in achieving a stated objective of Council?
- Does the community realize an enhanced benefit?
- Is the investment of public funds targeted?

Guiding Principles

- **Accountability/Integrity:** program operates in accordance with legislation, clearly defined roles and responsibilities, and demonstrated outcomes. Terms and conditions of funding are clearly stated.
- **Viability:** proposals are reviewed to assess their viability, risk and sustainability.¹
- **Efficiency:** the administration of a program demonstrates efficient program delivery.
- **Equitable Access:** Decisions are based on known criteria so that applicants can demonstrate such considerations in their submission. Rationale clearly stated when solicited requests are to be considered in preference to an open call for applications.
- **Incrementality:** spending realizes an outcome that would not occur, in whole or in part, without the grant.
- **Strategic Alignment:** an award supports the Municipality’s mandate, a strategic objective or a responsibility as stated in legislation.
- **Transparency:** potential applicants have access to information on the program eg. eligibility, assessment criteria, timelines. The general public also have access to information including the recipient and award value.

Program Design

- Purpose of the program.
- Duration of the program.

¹ Sustainability may be less of a factor in one-time only designated funding. The proposed Halifax Explosion program will have a pre-determined end date after which the program will be closed.

- Legislative authority.
- Eligible expenses.
- Timeline for review.
- Applicant guidelines.
- Key performance indicators (how will you know if the objective has been achieved?).
- Administrative procedures.

Decision-Making Process

- New program or adjustment to stated budget – Audit & Finance Standing Committee/Council
- Review and recommendation to Grants Committee.
- Grants Committee recommendation to Regional Council.

Definitions

- **Grant:** a non-repayable transfer of funds.
- **Contribution:** a non-repayable transfer of funds that is subject to performance conditions specified by mutual agreement.
- **Sponsorship:** third party assistance in the provision of a municipal event, programs or service.
- **Donation:** unconditional transfer of funds, real or personal property without reciprocal consideration (in general not permitted under *HRM Charter* in terms of a cash payment).

Related Terms

Purchase: goods and services are purchased by the Municipality through a competitive bidding process in accordance with stated technical specifications (Request for Proposals, Tender).

Partnership: two or more parties make a joint investment of resources towards realizing a mutual benefit. Typically, the partners share risk, responsibility and accountability through a formal contractual relationship².

Commission: to instruct or authorize a person or party to produce something. Typically, an individual retained on contract to produce the stated product is paid subject to a contract. HRM is in effect purchasing a product or service: if the product is clearly defined the contract might be awarded through a tender process. Or, if the intent is well defined but the means to realize the intent is open to interpretation the opportunity might be offered under a Request for Proposals (RFP).

² Community-based models can be consultative (advocacy, input), contributory (founders set objective and others agree or not), operational (joint strategic direction but one party implements delivery), or collaborative (share risk and reward)

Special Advisory Committee on the 100th Anniversary of the Halifax Explosion
Part 2. Grants & Contribution: Proposed Designated Funding Program
INFORMATION REPORT

1. Introduction

The purpose of this report is to solicit the advisory committee's feedback with respect to a proposed grant program to support projects undertaken by community groups in relation to the forthcoming 100th Anniversary of the Halifax Explosion in 2017. The suggested approach takes into account risk management, existing municipal and non-municipal funding programs, best practice and commemorative programs, and incorporates elements of the committee's Vision Statement and Guiding Principles.

This is an information report only and does not constitute a formal recommendation. The committee's feedback is requested with respect to the overall approach and priority outcomes. Notwithstanding possible amendments proposed by the advisory committee, the Audit & Finance Standing Committee or Regional Council, further input will be requested from the committee in the development of funding criteria and guidelines¹.

2. Executive Summary

A designated grant program concluding in 2017 to assist projects undertaken by local non-profit organizations ineligible for consideration under an existing municipal grant program. For clarity, it could be the organization or the type of project that is ineligible for consideration (or both).

The intended outcomes include:

- A broader scope of participation through community-based initiatives.
- New knowledge/increased awareness of the Halifax Explosion and its enduring impact.
- The active participation of youth and young adults.
- Support initiatives that demonstrate a high probability of completion on or before the 100th Anniversary. Preference may be given to projects that create an enduring impact ('legacy').

The proposed funding categories include:

- Youth engagement.
- Permanent or temporary exhibitions or displays.
- Interpretation to recognize a person, organization, artefact, building or site of significance in relation to the Halifax Explosion.
- First Nations and African Nova Scotian communities located on Halifax Harbour.
- Other – advisory committee may wish to include other elements for consideration.

Key processes:

- Approval in principle by Audit & Finance Committee and recommendation to Regional Council.
- Approval in principle by Regional Council and direction to staff for the development of policy and guidelines.
- Development and approval of administrative order.
- Publication of applicant guidelines and promotion.
- Launch in fiscal year 2015-16 and conclude in fiscal year 2017.

Context:

The proposed designated grant program is intended to complement, not replace, existing municipal grant programs (ie. not either/or but both/with).

¹ Terms of Reference, Section 6(c).

3. Background

3a. Advisory Committee Role

Under Section 5 of Administrative Order 2014-005-GOV the Municipal Commemorative Program shall comprise three (3) components:

- A civic commemorative event;
- A legacy capital project;
- A designated grant program for "...non-profit organizations and registered Canadian charities located in HRM to deliver local projects in their communities ...".

Under Section 6(c) of the policy the advisory committee shall "...advise Finance in the development of a grants program, funding criteria and guidelines. If directed by Council, the committee may make recommendations to the Grants Committee in regards to funding applications". Members of the advisory committee interested in participating in the review process are asked to notify Grants & Contributions staff and identify any preference with respect to an area of interest. The role could be as an observer, a moderator, or a reviewer.

3b. Conventional Commemorative Grant Programs

In general there are few designated commemorative grant programs at the municipal level but provincial and federal programs have typically included one or more of the following:

- restoration, renovation, enhancement or interpretation of a building or site with local historical significance and access to the general public;
- memorial, monument or marker;
- educational initiative to promote awareness and understanding of the significance of a person, place or event;
- permanent or temporary public art commissions or participatory community art projects;
- ceremonial events;
- exhibitions; permanent or temporary public art commissions or participatory community art projects.

3c. Existing Municipal Grant Programs

Some projects undertaken by local non-profits in relation to the Halifax Explosion already have access to funding through a municipal grant program, including the following²:

- *Community Grants Program;*
- *Registered Heritage Incentives Program: Commercial and Residential Properties;*
- *Grants to Volunteer Search & Rescue Organizations;*
- *Business Improvement District Contribution Fund;*
- *Interim Grants to Professional Arts Organizations Program;*
- *Festivals & Events Grants Programs.*

Given that HRM's current investment in municipal grant programs exceeds \$2,000,000 annually it is advisable to avoid duplication or overlap³. However, in general, these programs exclude school or school-

² List excludes *Rural Transit Grants, Councillors District/Capital Fund*, and awards made by resolution of Council.

based projects, post-secondary institutions, religious or faith-based organizations, or non-profit organizations representing an occupation or business interest. If approved, these interests could be eligible to participate in a designated grant program.

Typically, other levels of government and their agencies are not eligible for municipal grants. This **needs to be confirmed** in relation to a designated program. Examples of provincial government agencies in Nova Scotia are footnoted⁴. For consistency, if government agencies are excluded this would also include arms-length municipal agencies, boards and commissions such as Halifax Public Library. The latter avoids reputational risk in terms of any perception that HRM was awarding a grant to itself, albeit indirectly.

3d. Advisory Committee Vision Statement and Guiding Principles

In accordance with “best practice” the advisory committee’s Vision Statement and Guiding Principles must be ‘translated’ into measurable outcomes:

- The advisory committee’s Vision Statement establishes the overall tone of the municipal commemorative program with a focus on commemoration of the losses⁵ sustained by the community as a consequence of the Halifax Explosion. But, the act of remembrance may also include individual and collective resilience and adaptation, innovation and growth that shaped the region’s subsequent development.
- The committee’s Guiding Principles articulate the means by which the vision statement might be accomplished and represent broad-based goals, such as:
 - Aspirations (attention, perpetuity, quality);
 - Tone (solemn, respectful, reflective, appreciative, empathetic);
 - Processes (engage youth, opportunities for personal story-telling);
 - Outcomes (new knowledge, express gratitude to those who provided aid to local residents, increase awareness).

Overall, the committee’s Vision Statement speaks strongly to a desire to “educate” with respect to the significance of the Halifax Explosion but is not prescriptive in what methods are to be employed or whose values determine what is considered ‘significant’. Amendments to the public school system curriculum are considered out of scope but the Municipality does participate in a stakeholder’s committee and could use these contacts for technical advice or to help disseminate information.

4. Proposed Funding Approach

As a seminal event in the character and development of the Municipality, the Halifax Explosion centennial will generate considerable public interest. Given this profile and citizens’ strong identification, some projects might be considered a ‘civic responsibility’ wherein protocols, quality and time sensitivity poses reputational risk to the Municipality. Some projects might also exceed a non-profit group’s capacity in terms of scale or technical complexity. Therefore, the proposed program aims at increasing participation while reasonably managing risk. Although the program may appear to be modest in scop/value, the program needs to be placed within the overall context and cost of HRM’s commemorative program.

³ See: Part 3 for a select list of government grant programs that may be applicable to groups seeking grants funding.

⁴ Halifax-Dartmouth Bridge Commission, Nova Scotia Tourism Agency, Emergency Management Office, Aboriginal Affairs, African Nova Scotia Affairs, Nova Scotia Centre for Crafts & Design, Art Gallery of Nova Scotia, Youth Secretariat. See: <http://novascotia.ca/government/>

⁵ In this context the term loss includes the loss of life, loss of physical or psychological capacities, property, social continuity or cohesion, and environmental.

- *Fort Needham Park Memorial Project* is the centrepiece of the proposed commemoration program both in terms of financial investment, public profile, and an enduring civic legacy. The project encompasses the official Halifax Explosion monument and aesthetic features, both natural and constructed, to interpret the site. Consequently, a separate public art commission is not included in the proposed scope of the commemorative funding program.
- *Civic Remembrance Ceremony*: December 6, 2017. Augmented ceremony specific to Fort Needham. Details to be confirmed by Events & Cultural Initiative but could include enhanced program and budget, dignitaries, national and international profile.
- *Municipal Grant Programs*: It is anticipated that (and to be encouraged) organizations and projects eligible for consideration under an existing grant program will continue to apply for consideration to the applicable program. But these groups will need guidance in selecting the 'right' program.

Grants & Contributions will track the number of awards, type of project, and combined value of awards to Halifax Explosion-related projects across all municipal grant programs so that the Municipality's combined total investment is made known.

5. Rationale for a Designated Grant Program

The following questions had to be addressed in developing a proposal:

Q. *Why not simply direct interested groups to an existing municipal grant program?*

In general, municipal grant programs exclude schools and school-based programs⁶; post-secondary institutions; business, trade or professional non-profit organizations⁷; other levels of government and their agencies. To amend eligibility criteria (policy) for existing programs would be administratively inefficient and potentially confusing particularly if the change is of limited duration (2-3 years).

Q. *Why is additional funding needed?*

Although a designated grant program could be funded through a one-time transfer of funds from an existing grant program or programs this decision would have to be incorporated into the annual budget process (timing issue) and could be perceived as "cutting" funding to non-profit sectors who currently have access to grants (reputational risk). Internal budget adjustments and/or a transfer from a reserve remain options for consideration once a cost for the designated program has been determined.

Q. *What type of project would be funded under a designated grant program?*

To avoid duplication or overlap, it is proposed that the 'new' program focus on those organizations and projects unable to apply to an existing municipal grant program. In this manner the scope of participation will be broadened.

For example, protection, restoration, repairs or enhancements to a registered heritage property are not included under the new program because funding is available under the *Community Grants Program* (non-profit owners) and the *Heritage Incentives Grants Program: Residential and Commercial* (private property).

⁶ The rationale, in part, is the extent of supplementary education funding which includes designated funds for physical education, music and art education, and the administrative logistics and potential cost of such a large constituency.

⁷ Examples that might be applicable to the Halifax Explosion commemoration include tourism, health/medical, urban planning, military etc.

If these considerations are accepted, the program's outcomes would include **increasing the overall participation of non-profit groups in the Halifax Explosion centennial through a combination of a new funding program and existing municipal grant programs.**

6. Proposed Program Design

If it is agreed that a designated grant program and budget allocation is desirable, the next step is to determine the program's scope in terms of content, eligibility, duration and cost.

6a. Proposed Funding Categories

The proposed funding categories are based on conventional commemorative programs amended to exclude projects eligible for consideration under an existing municipal grant program. Access to provincial and federal grant programs has also been taken into consideration given that non-profit organizations do not have comparable access to government funding in terms of the number of programs and/or monetary value.

- **Youth Engagement.** Projects that employ innovative and age-appropriate techniques to foster an appreciation of the Halifax Explosion's physical, environmental, and social impact, including the experience of children and youth. The proposed scope of participation includes, for example, local schools, non-profit organizations serving youth outside formal educational institutions, cadet corps, and community-based youth groups.
- **Exhibition or Display.** The development of a temporary or permanent exhibition or display featuring the Halifax Explosion and accessible to the general public. Content is not restricted to historical material and includes natural and applied sciences, urban planning, environment, medical/health, emergency response, special education etc.
- **Interpretation.** The design, fabrication and installation of an interpretative feature to recognize a person, organization, artefact, building or site of historic interest in relation to the Halifax Explosion. Preference may be given to projects that demonstrate connectivity in linking themes or physical locations. If a building or site, the property does not have to be a registered heritage property.

Property not owned by a registered non-profit is excluded unless explicitly referenced in the Administrative Order. In general, public funds cannot be spent on private property. An exception is made for registered heritage properties under an Act of NS Legislature.

- **Ethno-Cultural Historical Research and/or Presentation: First Nations and African Nova Scotian Communities.** Independent, non-commercial research project(s) or presentation of existing research documenting the immediate and enduring impact on the Mi'kmaq and African Nova Scotia community located on the Halifax Harbour at the time of the Halifax Explosion. The methodology shall accommodate culturally appropriate forms of self-representation. Proposals are expected to demonstrate how their project differs from or builds upon research undertaken in relation to the 75th Anniversary of the Halifax Explosion⁸.
- **Other?** Possible examples include commemorative gardens⁹ ineligible for consideration under the *Community Grants Program*, small-scale ceremonial or dedication events etc.

Individually and in combination these categories are intended to foster:

⁸ Research re: Mi'kmaq role in the Explosion (Donald Julien, 1992) and oral history interviews with Africville survivors (Ruth Johnson, 1992). Source: "Halifax Explosion Past Commemorative Activities – From Resources at HRM Archives".

⁹ See: Administrative Order 2014-009-OP regarding community gardens on HRM-owned lands.

- Youth participation;
- New knowledge/increased awareness;
- Diversity.

6b. Proposed Eligibility

- A society registered pursuant to the Societies Act (1989);
- A charity registered pursuant to the Income Tax Act (Canada);
- A non-profit association pursuant to the Co-Operative Associations Act (1989);
- A non-profit corporation pursuant to the Canada Not-for-Profit Corporation Act (2009);
- A non-profit incorporated under an Act of the Nova Scotia Legislature.
- Private and for-profit interests are ineligible for consideration, except for registered heritage properties as per specific legislative authority.

Detailed criteria and application guidelines will be developed within which it should be clearly established if eligible applicants can apply to more than one municipal grant program in the same year and/or for the same project. The advisory committee's Vision Statement and Guiding Principles will be included for context and tone.

Potential applicants and the general public will be notified of the program through the local media and the HRM web site. A program booklet will be developed to explain the program's intended outcomes and eligibility, and to direct organizations to the appropriate municipal grant program. Other funding sources might be listed provided the information has been confirmed as accurate by the funding agent.

6c. Proposed Value of Award

- Project-specific awards of up to \$5,000.
If the program runs over two fiscal years (in two phases) an applicant could make consecutive application. Matching funds not required. Merit-based evaluation.
- Awards may be issued in full or installments (progress payments) and subject to terms and conditions regarding the expenditure of funds, final reporting, and timely project completion.
- Recipients of a grant under the designated Explosion grant program or any other municipal grant program could be publicized – method to be determined.

Staff characterize the proposed grant program as:

- Comparatively low risk in terms of the scale of individual awards and HRM's overall investment;
- Comparatively low risk in terms of reputational risk to HRM should a grant recipient fail to complete the project and/or the product quality;
- Moderate volume in terms of potential applicants (rationalization with existing municipal grant programs is necessary to avoid duplication or generic grant-seeking);
- Accessible in terms of the financial and human resource capacity of volunteers.

6d. Proposed Administrative Process

The proposed timeline for the program provides a longer 'lead in' to encourage the development of a detailed submission, one that demonstrates a high probability of completion prior to or by December, 2017. The reporting timeline also allows a longer period for project implementation (eg. 12-14 months as compared to an average of 10 months or less in other programs).

- Public notification through local media and Corporate Communications.
- Target launch in January, 2016, and allow 6 months for proponents to develop a quality project proposal. Proposed application deadline June 1, 2016.

- Allow approximately 12 months for implementation of the project. Final report due September 30, 2017.
- Submissions evaluated using a standardized scoring form.
- Staff recommendation report submitted to Grants Committee.
- Grants committee recommendation report submitted to Regional Council.

There shall be no additional staff allocation. Therefore, the draft timelines shown below in Table 1 are intended to synchronize with the established *Community Grants Program* application deadline of March 31.

Note: these timelines would be amended if it is decided that the program will have two (2) intakes.

| Table 1. Draft Timelines | | |
|---------------------------------------|---|---|
| Timeframe | Action | Responsibility |
| June, 2015 | Advisory committee input into concept and scope of program | Finance (Grants & Contributions) |
| July to September, 2015 | Recommendation report to Audit & Finance Standing Committee Report to Regional Council. Budget implications | Finance (Grants & Contributions) Audit & Finance Committee Regional Council |
| September to December, 2015 | Council approval of new Administrative Order Progress report to Planning & Economic Development Standing Committee (Parks & Recreation, Finance) | Finance (Grants & Contributions) Legal & Risk Management Services |
| January, 2016 | Launch publicity. Program materials available in print and on-line. 6 month lead up to prepare quality submission | Finance (Grants & Contributions) Corporate Communications |
| tba | Information session | Potential applicants Public Finance (Grants & Contributions) |
| June 1, 2016 | Application deadline | Applicants |
| June 2, 2016, to July 31, 2016 | Review of proposals, recommendation report | Finance (Grants & Contributions) Review team(s) |
| August 1 to September 30, 2016 | Approval of recommended awards | Grants Committee Regional Council |
| October 1, 2016 to September 30, 2017 | Funded projects commence over 12 month period: lead up to December 6, 2017, anniversary date | Grant recipient |
| October 1, 2017 | Final reports due | Applicants |
| October to December, 2017 | Program evaluation | Finance (Grants & Contributions) |

6f. Information Session for Potential Applicants

To help groups with limited experience in grant-writing or unfamiliar with municipal grant programs, staff suggest that an information session be hosted shortly after the new program's guidelines/forms are publicly available. The aim is to provide assistance in selecting the appropriate grant program, timelines, forms etc.

6g. Evaluation

Once the overall approach and content has been approved an evaluation framework can be developed.

Staff have requested Heritage Canada's assistance with respect to sharing their evaluation of federal commemorative funding programs¹⁰. Grants awarded to Halifax Explosion-related projects under another municipal grant program will be noted and included in the overall municipal funding strategy and reporting.

6i. Contingency

In the event that a project category/program is heavily over-subscribed with proposals of outstanding merit that cannot be funded through an existing municipal grant program a request could be made to increase the budget and/or the duration of the program. Any such request shall take into account the value of awards issued to projects under other municipal funding program.

Submitted by: Peta-Jane Temple
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 HRM Finance & ICT
 June 17, 2015

¹⁰ For example, the War of 1812 or Queen Elizabeth II Diamond Jubilee commemorative programs.

Special Advisory Committee on the 100th Anniversary of the Halifax Explosion

Part 3: Grants & Contributions: Selected List of Other Funding Sources Information Report

Preface: The purpose of this report is to highlight the availability of other sources of funding opportunities that organization could potentially apply to for projects related to the commemoration of the Halifax Explosion.

Readers are cautioned that the following list is for illustration purposes only and is not intended as a comprehensive list.

A. Municipal¹

- HRM Finance. **Community Grants Program (\$500,000)**. Annual. Eligibility restricted to registered **non-profits** (12 months prior to date of application) located within HRM. Funding categories include history, diversity, arts & crafts, recreation & leisure, housing, environment, emergency assistance and neighbourhood safety. Maximum project grant of up to \$5,000 and maximum capital grant of up to \$25,000.

Could accommodate requests under Environment (ecological impact), Community History (community museums, archives, heritage properties and sites, interpretation), Arts & Crafts, or Diversity. Applicant may make successive application to the program.

See: <http://www.halifax.ca/boardscom/bccgrants/CommunityGrantsProgram.php>

- HRM Planning & Development. **Registered Heritage Incentives Program Commercial and Residential Properties (\$150,000)**. Annual. Eligibility restricted to **private sector owners of registered heritage property**. Matching grants up to a maximum of \$10,000 based on reimbursement of eligible expenses.

Program applies only to privately-owned registered heritage properties but could assist an owner seeking registration or minor restoration. See: <http://www.halifax.ca/Heritage-Properties/HertPropIncentProg.php>.

- HRM Finance. **Business Improvement District Fund (\$107,000)**. Annual. Eligibility restricted to a **business improvement district** formally recognized under By Law B-700. Matching grants: amount varies annually based on applicant's proportional share of combined BID levy.

A BID could undertake a project related to the Halifax Explosion using matching grant. Scope of eligible projects broad but includes events. Potential niche in highlighting the role of local trades, professions or occupations including transportation (rail, marine). See: HRM BID Contributions Fund: Policy & Procedures (2014).

- HRM Fire & Emergency Services. **Grants to Volunteer Search & Rescue Organizations (\$130,000 - \$140,000)**. Annually recurring. Eligibility restricted to registered **non-profit ground search and rescue organization** formally recognized by HRM Fire & Emergency Services. Operating grants based on reimbursement of eligible expenses, capital and special project grants vary based on budget capacity and merit of submissions.

Program includes special project grants of up to \$2,500. Eligible groups could collaborate and pool resources for a joint initiative to recognize emergency responders or volunteer rescue.

See: <http://www.halifax.ca/legislation/adminorders/documents/2014-018-ADM.pdf>

¹ List excludes Tax Relief for Non-Profit Organizations Program, Rural Transit Grants, District Activity Capital Fund, and awards granted by resolution of Council.

- HRM Parks & Recreation. **Grants to Professional Arts Organizations (\$360,000)**. Annual. Eligibility restricted to registered **non-profit** professional arts organizations located within the geographic boundary of HRM and operating for minimum of 3 years. Operating grants (varies) and project grants up to a maximum of \$10,000.

Program includes project grants of up to \$10,000. Broad scope of eligible project but includes performing, literary and visual arts. See: <http://www.halifax.ca/legislation/adminorders/documents/2014-007-ADM.pdf>

- HRM Parks & Recreation. **Festivals and Events Grants (Varied)**. Multi-year and annual. Several grant categories including multi-year and annual awards.

Program under review but includes non-recurring events. Modest funding and over-subscribed. Excludes conferences, trade shows, banquets, reunions, symposia, meetings, or workshops. See: Report to Council meeting of February 3, 2015, "Special Events Grants Process – Administrative Orders", December 5, 2014. Matter deferred: decision pending.

B. Provincial

- Nova Scotia Communities, Culture & Heritage. **Heritage Development Fund (Heritage Property)**. Annual. Eligibility restricted to **owner of a registered heritage property**. Professional conservation professional fees up to 50% to a maximum of \$3,000. Conservation work up to 50% of eligible cost to a maximum of \$10,000 (\$7,500 for places of worship).
See: <http://cch.novascotia.ca/exploring-our-past/heritage-property/financial-support>
- Nova Scotia Communities, Culture & Heritage. **One-Time Emerging Culture & Heritage Initiatives Program**. Annual. Eligibility restricted to **non-profit** organizations. Partnership development, capacity building, growth opportunities and skills development. Up to 75% of eligible costs to a maximum of \$10,000.
See: <http://cch.novascotia.ca/investing-in-our-future/one-time-emerging-culture-and-heritage-initiatives>
- Nova Scotia Communities, Culture & Heritage. **Strategic Development Initiatives Program**. Annual. Eligibility restricted to **non-profit** organizations, municipalities, community archives and museums. Revenue diversification and development, skills development, audience development, cooperation. Up to 75% of eligible costs – no stated maximum.
See: <http://cch.novascotia.ca/investing-in-our-future/strategic-development-initiative>
- Nova Scotia Communities, Culture & Heritage. **Nova Scotia Museum Research Grants**. Annual. Eligibility is open to **individual researchers**. Marine, cultural or natural history, archaeology, palaeontology. Up to a maximum of \$4,000 for eligible expenses.
See: <https://museum.novascotia.ca/grants>
- Nova Scotia Communities, Culture & Heritage. **Cultural & Youth Activities Program**. Annual. Eligibility restricted to **non-profit** organizations. Promotion of cultural diversity and community arts. Special or one-time projects (event, competition, workshop, community-based art project). Up to 50% of eligible expenses to a maximum of \$10,000.
See: <http://cch.novascotia.ca/investing-in-our-future/cultural-activities-program>
- Nova Scotia Communities, Culture & Heritage. **Diversity & Community Capacity Program**. Annual. Eligibility restricted to **non-profit** organizations. Cultural diversity, inclusion, relationship-building. Up to 75% of eligible expenses up to \$10,000.
See: <http://cch.novascotia.ca/investing-in-our-future/diversity-and-community-capacity-fund>

- Nova Scotia Communities, Culture & Heritage. **Mi'kmaq Cultural Activities Program**. Annual. Eligibility restricted to non-profit organizations. Cultural activities, relationship-building, professional fees, materials and equipment. Up to 75% of eligible expenses to a maximum of \$10,000.
See: <http://cch.novascotia.ca/investing-in-our-future/mikmaq-cultural-activities-program>
- Nova Scotia Communities, Culture & Heritage. **Community Facilities Improvement Program**. Annual. Eligibility restricted to **non-profit** organizations. Construction and improvements to facility owned and operated by a non-profit. Up to 75% of eligible costs – no maximum stated.
See: <http://cch.novascotia.ca/investing-in-our-future/community-facilities-improvement-program>
- **Arts Nova Scotia**. <https://artsns.ca/grants-awards>. A provincial funding agency that provides support to professional artists and arts organizations, arts education programs and a number of arts awards and prizes. Grant programs include:
 - **Grants to Individuals**. Professional Development Grants up to \$3,000. Creation Grants assist Nova Scotia artists and emerging artists working independently or collaboratively to create new work, in any art form. Up to \$12,000.
 - **Grants to Organizations and Small Groups**. Production/Presentation Grants assist with the production of a specific work or program for presentation to the public. Amount available: 50% of total project costs up to a maximum of \$15,000. Commissioning Grants assist groups and organizations to commission artists outside the organization to create new work. Amount available: 100% of cost of commission up to a maximum of \$3,000. Professional Development Grants assist professional arts organizations to strengthen the artistic or administrative capacity of the organization and/or the artistic communities with which they work. Amount available: 50% of the costs of the project up to a maximum of \$3,000.
 - **Operating Grants to Arts Organizations**. Three different levels of funding available based on annual median revenue. For details see: https://artsns.ca/sites/default/files/pdfs/arts_ns_operating_assistance_program_guidelines_feb_15_2015.pdf.
 - **Equity Funding Programs**. Jointly supported by the Canada Council for the Arts and Arts Nova Scotia. It is a three year initiative designed to help emerging, mid-career, and established professional artists from designated communities that have historically faced barriers to accessing funding support. For Creation, Production/Presentation, and Professional Development, applicants may request 100% of project costs to a maximum of \$12,000. The minimum amount awarded will be \$500. For travel assistance applications any time of the year for a maximum of \$1,000.
See: https://artsns.ca/sites/default/files/pdfs/equity_program_guidelines_.pdf
 - **Artistic Innovation Program**. Eligibility restricted to Arts Nova Scotia operating clients. Grant maximum amount available is \$7,500.
See: https://artsns.ca/sites/default/files/pdfs/artistic_innovation_application_2015_0.pdf

C. Federal

- Heritage Canada. **Building Communities Through Arts & Heritage Program** comprises three components listed below. See: <http://www.pch.gc.ca/eng/1267799042836>

- *Local Festivals*: Annual. Eligibility restricted to **non-profit, local band council, local tribe council or other Aboriginal government (First Nations, Inuit, or Métis) or equivalent** for recurring festivals. Up to 100% of eligible expenses to a maximum of \$200,000. Festivals that present the work of local artists, artisans, or performers of local heritage, actively involves members of the local community and accessible to the general public. See: <http://www.pch.gc.ca/eng/1286200191657>
- *Legacy Fund*: Annual. Eligibility restricted to: a **registered non-profit, or a local band council, local tribal council or other local Aboriginal government (First Nations, Inuit, or Métis) or equivalent, a municipal administration or any of its agencies, boards or commissions**. Commemoration project, demonstrate active partnership with at least one community-based group. Up to 50% of eligible expenses to a maximum of \$500,000. Includes **capital projects** that commemorate a significant local historical event or pay tribute to a significant local historical personality; mark a 100th anniversary or greater, in increments of 25 years (e.g., 125th, 150th); **NEW** (2014 to 2017) 75th anniversary of WWII local significant event includes restoration, renovation, or transformation of existing buildings and/or exterior spaces with local community significance; encourage community arts and heritage activities accessible to the general public. <http://www.pch.gc.ca/eng/1286366260223>.
- *Community Anniversaries*: Annual. **Eligibility restricted to registered non-profit, local unincorporated non-profit group, a local band council, local tribal council or other local Aboriginal government (First Nations, Inuit, or Métis) or municipal government and their agents**. Non-recurring events (including capital projects up to \$25,000). Up to 100% of eligible expenses to a maximum of \$200,000 for events that: commemorate a significant local historical event or pay tribute to a significant local historical personality; mark a 100th anniversary or greater, in increments of 25 years (e.g., 125th, 150th); commemorate in 2014 and up to 2017, inclusively, the 75th anniversary of WWII; present the work of local artists, artisans, or performers of heritage; community involvement and accessible to the general public. <http://www.pch.gc.ca/eng/1286221768493>.
- Veterans Affairs Canada. **Community War Memorial Program**. A five year funding initiative scheduled to end March 31, 2015 (uncertain if offered in future years: TBA). Financial assistance of eligible costs up to a maximum of 50% of the total project costs related to building a cenotaph/monument or a major addition, and not exceeding \$50,000 per project. Eligibility Restricted to non-profit groups and organizations; and provinces, territories, and municipalities. See: <http://www.veterans.gc.ca/eng/remembrance/funding-programs/community-war-memorial>
- Veteran Affairs Canada. **Cenotaph/Monument Restoration Program**. Annual (quarterly application). Eligibility restricted to **non-profit organizations, provincial, territorial and municipal government and their agents**. Restoration projects. Up to 50% of eligible expenses to a maximum of \$25,000. See: <http://www.veterans.gc.ca/eng/remembrance/funding-programs/cenotaph-monument-restoration>
- **Canada Council for the Arts**. Assorted individual, organizational, and project grants. Programs include dance, media arts, music, theatre, visual arts, writing and publishing. Specialized program for Aboriginal arts. See: <http://www.canadacouncil.ca/>
- Employment and Social Development Canada. **New Horizons for Seniors Program**. Annual. Projects must be led or inspired by seniors.

D. Individual, Family and Corporate Foundations

- The Halifax Foundation. Offers grants for existing and new endeavours in arts and culture, education, environment, health, heritage, recreation and social response that enhance public spaces, facilities and services in the Halifax Regional Municipality. Eligibility restricted to registered charities. No application deadline. All information related to past projects funded from the Foundation can be found at <http://www.halifaxfoundation.ca/index.html>
- 4Cs Foundation: Primary mandate is to build creative connections between children and their communities through community arts projects implemented by community based organizations located in HRM. Limited information available in reference to application process and funding amounts. Interest groups must submit letter of interest and meet with Foundation prior to applying. <http://www.4csfoundation.com/>

Submitted by: Peter Greechan, Community Developer, Grants & Contributions, HRM Finance & ICT.