



PO Box 1749
Halifax, Nova Scotia
B3J 3A5 Canada

By Registered Mail

January 17, 2012

Neptune Theatre Foundation
1593 Argyle Street
Halifax, NS - B3J 2B2

COPY

Dear Ms. Amy Melmock:

Re: HRM Community Grants Program

As directed by the HRM Grants Committee, staff are writing to advise the Neptune Theatre Foundation that the current *Community Grants Program* policies and procedures shall be applied to all applicants, including the project and capital grant funding thresholds. If you require assistance in preparing a submission in advance of the March 31st deadline or final reporting, please contact Peter Greechan, Community Developer, at greechanp@halifax.ca or telephone 490-7310.

This year's guidebook and application form are posted on-line at: www.halifax.ca/grants.

I trust this information is of assistance.

Sincerely,

A handwritten signature in black ink, appearing to read "Peta-Jane Temple".

Peta-Jane Temple
Team Lead, Grants & Contributions

Cc: HRM Grants Committee
File

COMMUNITY & RECREATION SERVICES

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