

LWF RATEPAYERS' ASSOCIATION COMMUNITY GRANTS PROGRAM

APPLICATION GUIDE

Lakeview Windsor Junction Fall River Ratepayers' Association (LWFRA) is pleased to support recreational opportunities and community-based initiatives which benefit the residents within the LWF Rate Paying communities by promoting an active, healthy, involved community for all ages.

The LWFRA is committed to abiding by the HRM Administrative Order for Community Rates (2019-005-ADM): [Proposed Admin Order 2019-005-ADM, the Community Area Rate Administrative Order - July 30/19 Regional Council | Halifax.ca](#)

Supported Program Types

- Community Events**
- Community accessories (signage, picnic table, benches, and garbage cans)**
- Community beautification & clean-up**
- Maintenance of recreation infrastructure**
- Recreation programming costs**
- Recreational equipment costs**
- Establishment of seasonal recreation infrastructure (outdoor skating rinks, basketball court)**
- Operation of small, local community centres and associated administrative costs**
- Not sure if your program qualifies? Contact us to find out: lwfrainfo@gmail.com**

Ineligible Programs

- ✗ Long Term operational fund
- ✗ Capital purchases (i.e., infrastructure, equipment, furniture, technology), unless such purchases are required for the implementation of a specific program.
- ✗ Funding towards capital campaigns or foundations

Grant Availability

All grant applications are subject to approval and funds available.

	LWFRA Board Approval Required	HRM Finance Approval Required
Request for up to \$2,000 in funding per application	<input checked="" type="checkbox"/>	-
Request for up to \$4,000 in funding annually	<input checked="" type="checkbox"/>	-
Request for \$2,001 + in funding per application	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

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Who can apply

✓ Applicant organization(s) must be based in the rate-paying community.	✗ Private, for-profit groups, schools, or an individual will not be considered*
✓ Applicant organization(s) must be in good standing with registry of joint stocks*	✗ Organizations and groups who maxed out funding in current year or have previously received funding but have not provided a final report

* Looking for guidance? Contact us lwfrainfo@gmail.com to connect with a local grant specialist.

Application Process

1. **Submitting Your Application.**

Please make sure you have completed all information required including the attachments. Applications may be submitted in full by any of the following methods:

a. **Online submission**

b. **By email:** Applications can be emailed to lwfrainfo@gmail.com. Please ensure you receive confirmation of receipt.

c. **Mail:**

LWFRA Board of Directors
P.O Box 2035 Fall River, NS B0N 2T0
re: Application for the LWF Ratepayers Association Grant

2. The LWF Community Grants review and approval process can take several weeks to complete. Note: when HRM approval of funding is required, the review and approval process may take longer.
3. Funding is subject to availability and applications may be approved for some or all the funding being requested.
4. Successful grant recipients will be asked to sign a Letter of Agreement to establish:
 - the reporting schedule;
 - the distribution of funds; and,
 - guidelines surrounding the use of funds.
5. It is the responsibility of the recipient to inform the LWFRA of any changes in expenditures of the funds or the objectives of the project.
6. If a group fails to complete a final report, they shall not be able to apply for future grants until all reporting is completed and deemed in good standing with the LWFRA.
7. The LWFRA reserves the right to delay and/or withdraw funding if the stipulations of the Letter of Agreement are not being met, or if it is suspected that the funds are not being spent appropriately.

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Application Criteria

Please review the following criteria carefully to ensure that your project is eligible for an LWFRA Community Grant.

8. The proposed grant request will be evaluated based on how high the application scores on the following criteria;
 - Project improves recreation experiences for LWFRA residents.
 - Project will facilitate social interaction for people in the community.
 - Number of rate payers who would benefit.
 - Dependence of the project upon the funding requested.
 - Shows a variety of other funding sources (e.g. fundraising, membership fees).
 - Location of project (priority given to programs within LWFRA boundaries).
 - Duration of impact felt by the project (Long term benefits to the community will be weighted higher).
 - Budget provided is clear, detailed, and deemed reasonable.
 - Project fills a need/gap that no other service, project is providing in the area.
9. The successful applicants must demonstrate financial accountability by reporting on budget expenditures.
10. It is expected that the proposed project will be completed within one year, though extensions may be granted on a case-by-case basis.
11. When applying for a grant on behalf of a partnership or group of organizations, each organization must provide a letter of support from its respective leader, in the grant application package. When applying as part of a partnership, the lead applicant must be based in the LWF Area.