

Municipality of the County of Richmond Active Micro Grant Fund

Application Form

Deadline to submit: February 20, 2025.

Date: _____

Project Name / Title: _____

Organization: _____

Contact Person: _____

Mailing Address: _____

Email: _____ Telephone: _____

If approved, when will the project start & end? Start _____ Finish _____

Total Funding Requested: \$ _____ *Maximum Request: \$1,000*

Signature: _____ Registry of Joint Stocks # _____

Please **fully answer** the following questions in paragraph or point form:

Explain how your project will help your participants develop new habits which will support ongoing regular movement as part of their daily lives?

1. Who is your target group (age ranges, families, abilities, etc.)?
2. How will you reach your target group and include them in your project planning and/or leadership?
3. Will any other community organizations or individuals be involved? If yes, what will their role be (funding, logistics, venue, promotion, etc.)?
4. How will you measure the project success and report back (participation rates, feedback surveys, etc.)?
5. What is your organization's plan to sustain this initiative in the longer term (i.e., ongoing funds needed to run the program year after year)?

**Please note project completion and final reports are due on or before
March 20, 2025 by 2:00pm.**

Groups who do not submit a final report will not be eligible for funding the following year

Email your completed application to sharla.sampson@richmondcounty.ca or mail to:

Municipality of the County of Richmond
Department of Community Development & Recreation
Attn: Sharla Sampson
2357 Highway 206, PO Box 120
Arichat, Nova Scotia, B0E 1A0

Before you submit an application, contact the Municipality of the County of Richmond to discuss your proposed initiative and the application requirements Sharla Sampson, Active Living/Community Engagement Coordinator sharla.sampson@richmondcounty.ca; (902) 226-0664.

MOCR Active Microgrant Fund

Application Form

Total Initiative Budget		
Item Requiring Funding	Expenditure Description	Amount
Training/Capacity Building		
Equipment		
Facility/Room/Field Rental		
Other (please list)		
TOTAL Expenditures:		
INELIGIBLE COSTS: The following expenditure items are ineligible and WILL NOT be funded.		
<ul style="list-style-type: none">• Promotion/Advertising• Travel• Hospitality items such as snacks and beverages• Operational Expenses (ie: Salary for staffing, office supplies, etc)		

Declaration	
<p>I certify that the information supplied in this application is, to the best of my knowledge, exact and complete, and that the project has received approval of the organization I represent.</p> <p>I certify that all parties involved have been consulted and have given written confirmation of any promised investment (labour, financial, promotion, etc.).</p> <p>I agree to report back to the MOCR, Department of Community Development and Recreation with a written report of the results regarding the activity of which financial assistance was approved. The final report will be sent to the Recreation Department by 2:00 pm, March 20, 2025.</p>	
Applicant Signature:	Date:

**For additional assistance or information, please contact Richmond Recreation: 902-226-0664
or email sharla.sampson@richmondcounty.ca**