

# Community Generator Program

## Program Guidelines 2022-2023



### Introduction

During disasters and emergencies, community centres often become comfort centres; places where Nova Scotians gather, have a warm drink, support one another, and share information.

The Community Generator Program provides assistance to community centres for the purchase and installation of generators, so when the need arises, they are able to serve as a gathering space for community members.

### Program Criteria

Applications will be reviewed against the following program criteria:

- What services will the installation of a generator allow the organization to provide.
- Project work and budget – quotes are clear and reasonable for the proposed work
- *Priority will be given to facilities that have been designated as comfort centres by their municipality.*

### Eligible Organization

Applying organizations must be:

- a registered Nova Scotia not-for-profit Society in good standing, OR
  - a Federally registered Charity or not-for-profit Corporation in good standing, OR
  - a Nova Scotia legion
- AND
- Own the building where the generator will be installed OR maintain a long-term lease of at least 5 years with the owner of the property.

### Ineligible Applicants

- Private sector organizations
- Federal and provincial governments
- Hospitals or health facilities
- Education institutions (public and private)
- Individuals

### Funding

- The department's contribution will not normally exceed 80% of total estimated project costs, and not exceed a maximum of \$50,000
- Funding is delivered in 2 installments. 80% will be delivered upon approval of funding and 20% upon receipt of the final report.
- Eligible costs include:
  - purchase and delivery of a generator
  - electrical upgrades by a certified electrician
  - site preparation work
  - installation of connection to fuel source by a certified technician
  - repairs to existing generators and/or infrastructure related to the operation of the generator
  - professional advice on the location, size, and power requirements
- The applicant must contribute to at least 20% of the total estimated project costs (cash, in-kind or a

combination).

- Organizations which receive funding must submit a final report within **30 days** of the project end date. As part of this report, organizations will be required to submit copies of final paid invoices and proof of payment (i.e., paid receipts/cancelled cheques) for purchases/services rendered in completion of the project.
- The Province's support must be recognized as outlined in the [Requirements for Acknowledging Funding](#).
- Once funding has been provided, no substantial changes can be made to the project without the written consent of the Program Officer. Funds are to be returned if not completely used for the project.

### Application Procedure

- Applicants must complete the Application Form in full. **Incomplete applications will be deemed ineligible.**
- Application Forms must be signed and dated by the Chairperson.
- Applications can be delivered by email, in-person, fax, courier or sent by regular mail.

### Application Deadlines and Activity Start/End Dates

- The deadline to receive complete applications is 11:59pm November 17, 2022
- Projects can start no earlier than October 14, 2022

### Please Note:

***The applicant is responsible to comply with all necessary legislative requirements such as, but not limited to, the Fire Safety Act, the Building Code Act (including barrier-free standards), the Technical Safety Act, the Heritage Property Act; AND ensure they, and any persons hired to complete the project, have the appropriate insurance.***

Please send your completed application to us by email, mail, or fax on or before the deadline.	
<b>E-mail:</b> <a href="mailto:CommunitiesNS@novascotia.ca">CommunitiesNS@novascotia.ca</a>	<b>Mail:</b> Communities Nova Scotia Unit Department of Communities, Culture, Tourism and Heritage PO Box 456 STN Central 1741 Brunswick Street, 3 <sup>rd</sup> Floor Halifax, NS B3J 2R5
<b>Phone:</b> (902) 424-5793	
<b>Fax:</b> (902) 424-0710	

### Project Cancellation

Applicants must inform the Program Officer of a project cancellation. If there are funds to be returned, please make cheque payable to Minister of Finance and send it to the following address:

Attn: Jaylene McEwan  
Communities, Culture, Tourism and Heritage  
1741 Brunswick Street, 3rd Floor  
PO Box 456 Stn Central  
Halifax, NS B3J 2R5