

EQUIPMENT LOAN GRANT PROGRAM

—— Guidelines for Community Applicants



Recreation Nova Scotia Equipment Loan Grant Program Guidelines for 2023 Community Applicants

These guidelines are for municipalities, Mi'kmaw communities, and community recreation and sports organizations.

What is the Equipment Loan Grant Program?

Recreation Nova Scotia, in support of the Thriving Communities Program, which the Nova Scotia COVID Response Council funds, is excited to launch the Equipment Loan Grant Program. [This grant will allow communities and organizations to start or maintain their community Equipment Loan Program \(ELP\) initiatives.](#)

COVID-19 has demonstrated throughout Nova Scotia communities the importance of accessing recreation and leisure opportunities. During a time when structured recreation programming could not occur, Recreation Nova Scotia observed an increase in unstructured activities, such as Equipment Loan Programs. From play boxes in parks to hippocampes at the beaches, recreation practitioners began to see an increase in demand for various types of equipment.

Recreation Nova Scotia has seen the value and continued uptake of equipment loans post-pandemic. It provides an opportunity for community members who cannot purchase their own equipment pieces to still participate in activities and learn new skills. It builds stronger communities and keeps the economy healthy too.

To help sustain equipment loan programs across the province, Recreation Nova Scotia is pleased to offer a one-time Equipment Loan Grant. [These grants are awarded to Nova Scotian organizations, groups, communities, towns, and municipalities that plan to create or maintain an Equipment Loan Program.](#)

The deadline for submissions is noon on Friday February 3, 2023, and applicants will be awarded their funds by March 31, 2023.

Grant Categories:

These categories have been sorted based on the equipment loan guide. Please consider reviewing the guide before applying. Grant applicants must make their grant application to [one](#) of the [five categories](#):

1. Pre Planning
2. Program Logistics
3. Purchasing Equipment
4. Implementation
5. Program Maintenance

Pre Planning

After your organization has decided on its goals for the program, it is important to get community input. Start by asking, [who is your community?](#) By collecting data from your community, you will better understand your community's needs and how to support them best.

Program Logistics

Understand how your ELP is going to get administered to the community. Planning around staffing to know who will oversee the program, set up the equipment, check for safety and regular maintenance, etc.

Purchasing Equipment

There are two main factors: Making Equipment Decisions and Choosing Vendors. When deciding on what equipment to purchase, your greatest resource is your community. ELPs base their equipment inventory on their community's interests, assets, and needs.

Implementation

The main components that stakeholders have identified in the province for planning to implement an ELP are promotion, risk management, and program accessibility.

Program Maintenance

Maintaining an ELP can look different depending on program goals. Maintenance will be required to ensure the goals and vision of the ELP are met. Maintenance is kept mainly through regular marketing, data collection, and evaluation.

Who Can Apply for Funding?

- Municipalities
- Towns and Villages
- Nova Scotian Mi'kmaw Communities
- Provincial and Community Recreation Organizations

We strongly encourage partnerships with local community organizations such as schools, non-profit groups, etc.

How Much Funding Can I Apply For?

With a total of **\$185,000** available funding for distribution, grants of **\$2000** to **\$7,500** will be awarded to successful applicants.

Funds will be distributed by March 31, 2023, and applicants' completed spending is required by August 31, 2023. Applicants must submit a final report to Recreation Nova Scotia by September 30, 2023. If final reports are not passed in on time, the applicant will not be able to reapply in the future.

Tiers	Amount of Money	Applications available
Tier 1	2000 or less	10
Tier 2	3500 or less	15
Tier 3	7500 or less	15
		Applicants: 40

How Are Applications Assessed?

All applications must meet these 2 criteria to be considered for funding:

Clearly and effectively link to the Equipment Loan Guide and the Shared Strategy for Advancing Recreation. Are action and results-oriented, with an achievable work plan displayed.

In addition, we will assess applications using the following 5 factors:

- 1.Planning
- 2.Partnership
- 3.Need
- 4.Sustainability
- 5.Evaluation Plan

Planning, Partnerships, and Need:

- Planning

There is a clear and reasonable action plan for areas that need funding.

Demonstrate plans around communication to disseminate and promote the program or initiative.

- Partnerships

Your organization works with other organizations to do such things as:

- 1.Loan equipment at discounted rates or for free
- 2.Maintenance of equipment
- 3.Promotion of ELP

- Need

Your organization may be unable to carry out the next phases of your program without grant support. Creating or continuing with your ELP will address the need to reduce barriers to access to recreation and leisure-based activities.

Sustainability

Plans to make your ELP more sustainable for the future:

- Developing policies and forms
- Partnerships
- Overall program maintenance

Evaluation

Provide an evaluation plan to assess community uptake. You will be asked to report on funded activities at the end of the funding period. The evaluation plan will help you to capture information for your final report.

When Can I Submit My Application?

Through <https://www.recreationns.ns.ca/equipment-loan-program-grant-application-form.html>

Any questions, please reach out via email to: inclusion@recreationns.ns.ca