

DOC/2024/00164

**Circular**

**To:** Municipalities, Inuit Community Governments and Local Service Districts

**Date:** January 22, 2024

**Re:** Accessible Communities Grant

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Please be advised applications are now being accepted for the Accessible Communities Grant through the Department of Municipal and Provincial Affairs.

The Department of Municipal and Provincial Affairs has created one-time Accessible Communities Grants to assist communities in funding initiatives and small-scale infrastructure improvements. These grants will help promote accessibility in our communities for the well-being of all residents across the life span, including persons with disabilities and seniors.

Municipalities, Inuit Community Governments and Local Service Districts may apply individually or collaborate with nearby communities to submit a regional application.

Individual applications will provide grants of up to \$20,000 (less HST rebate) while regional applications will be eligible for up to \$30,000 (less HST rebate) per community.

Only one application per community will be accepted. All grants will be funded at a 90/10 Provincial/Municipal ratio. **The application deadline is February 20, 2024.**

For more information, or if you need assistance, please call 1-877-729-4393 or email [specialassistancegrants@gov.nl.ca](mailto:specialassistancegrants@gov.nl.ca).

A copy of the guidelines and application are attached and available at: <https://www.gov.nl.ca/mpa/for/saf/>.

Sincerely,



**JOHN HAGGIE, MB. ChB. MD, FRCS**  
Minister of Municipal and Provincial Affairs  
MHA – District of Gander



## **Guidelines:**

### **Instructions and Guidelines for Completing the Accessible Communities Grant Application.**

#### **Disclaimer**

The information contained in this document is intended to serve as a reference for Municipalities/Inuit Community Governments/Local Service Districts to assist them in the preparation of an Accessible Communities Grant application and to clarify the evaluation process.

#### **Grant Objective**

Accessible Communities Grants are onetime small-scale provincial grants created to provide funding to Municipalities, Inuit Community Governments and Local Service Districts in Newfoundland and Labrador to assist communities undertaking initiatives to improve accessibility in our communities for the well-being of residents of all ages, including persons with disabilities.

#### **Eligible Projects**

These grants are specifically targeted at small municipal infrastructure projects and initiatives, such as minor upgrades to community property for the purpose of providing better accessibility for all. Other examples of eligible projects include: building ramps, pathways, installing push button automatic doors and accessible features in washrooms (grab bars, change tables, help button, sinks etc.). Projects will be evaluated based on how well they advance the following criteria:

- Promotion of individual and community well-being.
- Benefit to individuals of all ages (or across the lifespan) or promotion of age-friendly principles.
- Lasting or long-term benefit to the community and its residents.
- The degree to which it advances components of an existing Accessibility Plan or Age-friendly Community Assessment and Action Plan.

#### **Funding Level**

Approved projects will be funded at 90/10 cost shared ratio (90% provincial and 10% municipal) up to a maximum of \$20,000 (less HST rebate) for individual applications.



Regional initiatives will be eligible for up to \$30,000 (less HST rebate) per community at 90/10 cost shared ratio.

### **Regional Initiatives**

Municipalities/Inuit Community Governments/Local Service Districts may partner with other nearby Municipalities/Inuit Community Governments/Local Service Districts to file a joint application. A primary contact for the application must be specified and the names of all partnering communities must be listed on the application with a letter of support attached. Regional initiative proposals will be prioritized.

**Deadline for applications is February 20, 2024.**

### **Required Documents**

The application and all supporting documentation must be submitted by the applicant to the Department of Municipal and Provincial Affairs for review by the application deadline. Failure to submit these documents may result in your application being deemed ineligible.

1. Fully completed and signed application form.
2. Detailed cost estimate(s) to complete the project.
3. A resolution of council supporting the proposed project.
4. A letter(s) of support from any partners in the case of regional initiatives.
5. Additional supporting documentation (optional).

### **How are applications evaluated?**

1. An application is reviewed for completeness and eligibility.
2. It is then brought to committee for review.
3. Once reviewed, a letter of approval/rejection will be forwarded to your community.

### **Reporting**

1. The proposed project must be completed by **August 31, 2024**.
2. A final report and supporting documentation must be submitted to the Department on project completion and no later than **September 31, 2024**.
3. Failure to meet program deadlines and reporting requirements may be considered during the assessment of future grants offered by the Department.

### **Contact Information:**

Department of Municipal and Provincial Affairs  
P.O. Box 8700  
St. John's, NL  
A1B 4J6



Telephone: 1-877-729-4393  
Facsimile: (709) 729-3605  
E-mail: [specialassistancegrants@gov.nl.ca](mailto:specialassistancegrants@gov.nl.ca)

### Accessible Communities Grant

**Type of Applicant:**

- Municipality       Inuit Community Government       Regional Initiative  
 Local Service District

**Name of Applicant:** \_\_\_\_\_

**Contact Person for Application:** \_\_\_\_\_

**Phone #:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Project Title:** \_\_\_\_\_

**Detailed description of the proposed project:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Proposed Project Cost** \_\_\_\_\_ (attach supporting documentation for all material costs, labour etc.)

**Start Date:** \_\_\_\_\_ **Completion Date:** \_\_\_\_\_

**If Regional Initiative, name(s) of partnering community/communities:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Financial Information**

Have you applied for or received funding specifically related to this request from any other Government

Program:       Yes       No

**If yes:**

What Department: \_\_\_\_\_ Funding Amount received: \$ \_\_\_\_\_

Which Program: \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_



Application deadline is **February 20, 2024**.

Please be advised that if further clarification and other supporting documentation is required, you will be contacted accordingly.

Application may be available in alternate formats where required. Please contact [specialassistancegrants@gov.nl.ca](mailto:specialassistancegrants@gov.nl.ca) or call: 1-877-729-4393.

Please ensure a complete application package has been submitted:

- Completed application,
- Resolution of council and,
- Detailed cost estimate(s) for total proposed project cost.

Department of Municipal and Provincial Affairs  
4<sup>th</sup> Floor, West Block  
Municipal Finance Division  
P.O. Box 8700  
St. John's, NL A1B 4J6

Facsimile: 709-729-3605

Email: [specialassistancegrants@gov.nl.ca](mailto:specialassistancegrants@gov.nl.ca)

For further information and questions please call: 1-877-729-4393