

Beautification and Streetscaping Program



Application Guidelines 2024-25

Introduction

The Beautification and Streetscaping Program (BSP) supports the development of areas that attract visitors and promote tourism. Key investments can rejuvenate areas, foster local pride, encourage economic development and enhance the character of municipalities.

Funding

The program may fund up to 50% of eligible project costs to a maximum of \$25,000 (max of 2 projects per applicant). The applicant or other sources needs to fund the balance of the project. Total eligible project costs must be a minimum of \$20,000 to be considered.

Eligible Recipients

This program is available exclusively to Nova Scotia municipalities and Villages. Community groups can partner with their municipality/Village on a joint application. The application needs to demonstrate the project's potential to attract visitors and promote tourism.

Ineligible Costs

- Land acquisition;
- Purchase of equipment for project construction;
- Operating costs;
- Marketing plans and initiatives;
- Ongoing maintenance costs; and
- Administration & In-kind Expenses.

Application and Submission

Applications can be downloaded from the program website:

<https://beta.novascotia.ca/apply-funding-develop-beautiful-areas-municipality-beautification-and-streetscaping-program>

You can also use a search engine (i.e. Google) to locate our website. Please use the following key words in your search, 'Beautification Nova Scotia'.

Once the application is completed, it must be emailed including any attachments to the program email bspinfo@novascotia.ca.

Please make sure that you have confirmation from Department of Municipal Affairs and Housing (DMAH) that your completed application has been received. In addition to filling out the general application form, municipalities must include: **a kml file of the project location**

Review and Approval Process

Applications submitted to DMAH will be reviewed to ensure requirements outlined in these guidelines have been met. Incomplete applications may result in your project not being reviewed for funding consideration.

The review and evaluation of applications is a competitive process. Although a project may be eligible, it is not guaranteed funding from this program. If the project is approved, it is possible that the approval will not match the full level of funding requested in the application.

Preference will be given to applicants with no current active BSP projects (including extended projects) or outstanding reporting requirements with DMAH.

Payment

Successful applicants will receive an approval letter and Terms and Conditions (T&Cs) outlining the requirements of the approval. DMAH will release 100% of the payment upon receiving the signed T&Cs.

Use of Other Grant Funds

BSP grants may be used in combination with funds from other grant programs, unless doing so is prohibited by the other program. If a recipient chooses to use multiple grant funding sources for a project, it is their responsibility to understand each grant program's specific funding requirements. All grants supporting the project must be clearly outlined in the project proposal. If the other grants are obtained post-approval of BSP funding, the recipient is obligated to inform DMAH.

Project Amendments

After project approval, if the project scope changes or anticipated completion date extends beyond the project deadline outlined in the Terms and Conditions, an amendment is required. The amendment request (i.e. Progress Status Report) must be submitted to and approved by DMAH.

Project Completion

The project must be complete and all invoices must be dated no later than March 31, 2025.

DMAH has the right to require the return of any unspent funds or any funds that have been spent on items that were not part of the Agreement.

Final Reporting

Recipients must submit a Project Closeout Report and Statement of Expenditures to DMAH within 60 days of project end date. DMAH will provide the required reporting templates to successful recipients.

The Statement of Expenditures will consist of a detailed listing of all cost, supported by invoice copies as well as proof of payment in the form of copies of cancelled cheques, printouts of online cancelled cheques, or copies of electronic banking statements. For joint applications, recipient must provide proof of disbursement to partner organization.

Communications

Funding approvals must be kept confidential until DMAH has coordinated a public program announcement.

The contribution by DMAH must be recognized in any project promotion or communication.

A list of successful project applicants may be made public after the process is completed.

For More Information

Beautification and Streetscaping Program

Department of Municipal Affairs and Housing (DMAH)

1505 Barrington Street, Floor 8 N

P.O. Box 216, Halifax, NS B3J 2M4

902-424-6642

bspinfo@novascotia.ca