

Link: <http://surveys.novascotia.ca/major>

Major Infrastructure Program- Project Concept Application

Purpose

This Application Form will gather initial information on the proposed project. Submitting this form is the **Step 1** of the application process. Information provided here will be assessed to determine whether the applicant proceeds to Step 2.

Please click **here** to review the application process.

Instructions

The Major Infrastructure Program Application must be completed electronically by all applicants. The information requested **must be entered in one session and can not be saved for future editing**. Therefore, compiling the information before completing the form is strongly recommended.

For your records, a copy of your submitted application will be sent to the email provided in the application.

Incomplete Applications

Incomplete applications will be returned with instructions on what is required. The applicant will be given five business days to provide the required information. If the required information is not supplied within five business days, the application will be cancelled.

Collection and Disclosure of Information

The information submitted on this form is collected under the authority of the Freedom of Information and Protection of Privacy Act (FOI/POP Act), the Personal Information International Disclosure Protection Act (PIIDPA), the Privacy Review Officer Act (PRO Act) and will be used for the purpose of administering child care space creation funding programs.

Questions

For any inquiries regarding Major Infrastructure Program, or assistance with completing this application, please contact ECDSInfrastructure@novascotia.ca

Section 1: Contact Information

Project Name:*

Name of your organization:*

Your name:*

Your job title:*

Your contact phone number:*

Your email address:*

Section 2: Applicant Information

Tell us about your organization:*

- Mi'kmaw/Indigenous community/organization in Nova Scotia
- Municipal government or an organization wholly owned by a municipality
- Nova Scotia Community College or University
- Registered not-for-profit organization
- Other, please specify:

Please check which status describes your organization (you may check more than one, if applicable). I am a not-for-profit organization that is:

- Incorporated under the Societies Act (NS)
- Incorporated under the Canada Not-for-profit Corporations Act
- Incorporated under the Co-operative Associations Act (NS)
- Recognized as a "qualified donee" under the Income Tax Act
- Other, please provide details:

As the applicant, do you intend to operate the child care centre (i.e. oversee daily operation and oversight of staff and children in attendance)?*

- Yes
- No

This page appears only if "No" in previous question.

Section 2: Applicant Information

Have you identified a child care operator for your centre?*

- Yes
 No

If yes, please name Child Care Operator.

Note: If you haven't identified a child care operator for your proposed center yet, please be aware that you'll need to provide information about the operator in Step 2 of the application process. If you require assistance, please contact ECDSInfrastructure@novascotia.ca

Section 2: Applicant Information

Name any partner organizations involved in the project and describe the nature of partners' involvement. For example, a property developer partnering with a licensed and provincially funded child care facility or an education institution partnering with a community organization.*

Section 3: Project Concept

Tell us how you plan to create child care spaces (Select all that apply):*

- Acquire land
- Acquire a building
- Acquire a modular structure
- Construct a new building
- Renovate a new building
- Add to an existing building
- Renovate an existing building

If you are planning a renovation, please check all that apply, if known:

- Requires addition of bathrooms
- Requires addition of floor space
- Requires additional windows/natural lighting
- Requires HVAC redesign/upgrades
- Requires kitchen renovation

Indicate the approximate number of new licensed spaces your project will create upon completion:*

of new infant spaces:

of new toddler spaces:

of new preschool spaces:

Location of proposed facility, if known:

Address:

City/Town:

Postal Code:

County:

Ownership status of proposed facility, if known:*

- Owned by child care operator
- Leased space (commercial)
- On school property/inside school
- Other publicly owned infrastructure (municipal building/land etc.)
- Other, please specify:

Section 3: Project Concept

For leased space, share the term of your lease:*

- 5 years
- 10 years
- 15 years
- More than 15 years
- Not applicable

Proposed facility size, if known:

Total covered area (in sq ft):	<input type="text"/>
Total outdoor play area (in sq ft):	<input type="text"/>
Parking capacity (number of vehicles):	<input type="text"/>
Proximity to public transportation (in Kms):	<input type="text"/>

Will the proposed facility be located within a larger building or complex (e.g., a child care centre in long-term care facility, commercial building, or community centre)? *

- Yes
- No

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Is the proposed facility zoned for the provision of child care according to applicable municipal by-laws for commercial use?*

- Yes
- No
- Not sure

Do you anticipate any unique site development requirements (including but not limited to leveling, soil contamination, mines, hills, bedrock)?*

- Yes
- No

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If no to question above, please detail what exploration has been done to determine the site does not have unique requirements:

Section 3: Project Concept

Complete the following with a summary of the estimated project costs:

Organization's Contribution - minimum 10%; can be funding from other sources (loans, donations, alternate funders), or in-kind contributions, including land and/or buildings, and project management services.

Type:•

Organization's Contribution (\$)•

Contingency Fund- minimum 10% of the total project costs (\$)•

Estimated Total Project Cost (including Organization's contribution and Contingency fund) (\$)•

Do you have quotes to support your project cost estimates?•

Yes

No



How have you estimated project costs?

Section 3: Project Concept

Are there any potential risks to your project? Please describe your mitigation strategies to ensure successful project completion (on time and within budget).*

Complete the table below to provide estimated timeline for project: *

	Anticipated start date:	Anticipated completion date:
Project Design/costing	<input type="text"/>	<input type="text"/>
Tendering	<input type="text"/>	<input type="text"/>
Permits	<input type="text"/>	<input type="text"/>
Construction	<input type="text"/>	<input type="text"/>
Licensing	<input type="text"/>	<input type="text"/>

Have you identified a design/architectural firm and project management/contracting team for this project?*

- Yes
 No

This page appears only if "Yes" in previous question.

Section 3: Project Concept

Name of design/architectural firm:*

Do you have preliminary site layouts, schematic designs, floor plans, etc.?*

- Yes
 No

Section 4: Community Need

How did you determine and assess your community's need for child care?*

What was the result of your assessment?*

Have you consulted other child care operators, families, community organizations and others in the community to validate the need for child care? If yes, please describe.*

What partnerships have you established or do you plan to develop to support the project?*

What impact do you hope to have through this project?*

Will your proposed child care centre serve any of the following groups and/or deliver flexible/extended hours care (child care over 12 hours including weekends)? Check all that apply.

- Acadian/Francophone
- Mi'kmaw and Persons of Indigenous Descent
- African Nova Scotians and Persons of African Descent
- Newcomer families
- Low-income families
- Children with disabilities
- Extended hour care
- Flexible hours of care
- Other, please specify:

How do you plan to serve these communities and/or provide services selected above?

Section 5: Document Submission

While not required at this stage, providing the following documents will help us process your application as quickly as possible:

Appendix A including Project Description, Estimated Project Costs, Sources of Funding and Project Timeline and Estimated Cashflow.

Select File To Upload

(click "Browse" button below to locate file)

File size restricted to 20000 KB

File type restricted to No file type restrictions.

No file chosen

File Name (limit 255 characters)

File Description (limit 255 characters)

Files Uploaded

Appendix B including Budget Summary, Revenue & Expenses and Staffing Plan.

Select File To Upload

(click "Browse" button below to locate file)

File size restricted to 20000 KB

File type restricted to No file type restrictions.

No file chosen

File Name (limit 255 characters)

File Description (limit 255 characters)

Files Uploaded

Supplementary documentation as referenced in the Application and Appendices, including but not limited to:

- Site layout, schematic design (project dependent) and/or floor plans.
- Zoning permit(s) (where applicable).
- Quotes and Class C/Class A estimates supporting project costs.
- If project is located on school property/inside a school, written confirmation of approval from the Regional Centre for Education/Conseil scolaire acadien provincial.
- Confirmation of Ownership/leasehold or partnership agreement/commitment.
- Minutes of the Board of Directors/Council authorizing the project application signed by the chair/mayor/warden.
- Documentation to demonstrate the applicant's commitment to contribute a minimum of 10% toward the overall project costs.
- Documents to support community need findings and stakeholder engagement.

Select File To Upload

(click "Browse" button below to locate file)

File size restricted to 20000 KB

File type restricted to No file type restrictions.

No file chosen

4 Supplementary
documentation uploads
are available.

Section 6: Applicant's Declaration

Checking the box below indicates that you agree that the information provided in this proposal is true and complete. •

I agree

Survey Completed

Thank you for your submission. We will review your application and get back to you with next steps. We appreciate your interest and look forward to working together to create more early learning spaces in Nova Scotia.