

Community Projects 101

School Advisory Council Provincial Conference

Department of Communities, Culture, Tourism and Heritage (CCTH)
Division of Communities, Sport and Recreation



Andrea Redmond, Regional Manager (Central Region)
Courtney Nicholson-Patriquin, Regional Manager (Fundy Region)
November 28th, 2025- Halifax, NS | Break-out Session



Agenda

- 1 Our Mandate and Focus
- 2 Where CCTH and SAC Overlap
- 3 Initiatives and Partnerships
- 4 Check-in Question
- 5 Understanding Project Types and Funding
- 6 Pathway for Capital and Program-Based Projects
- 7 Questions & Discussion- Thank you!



Communities, Culture, Tourism and Heritage

Our Focus:

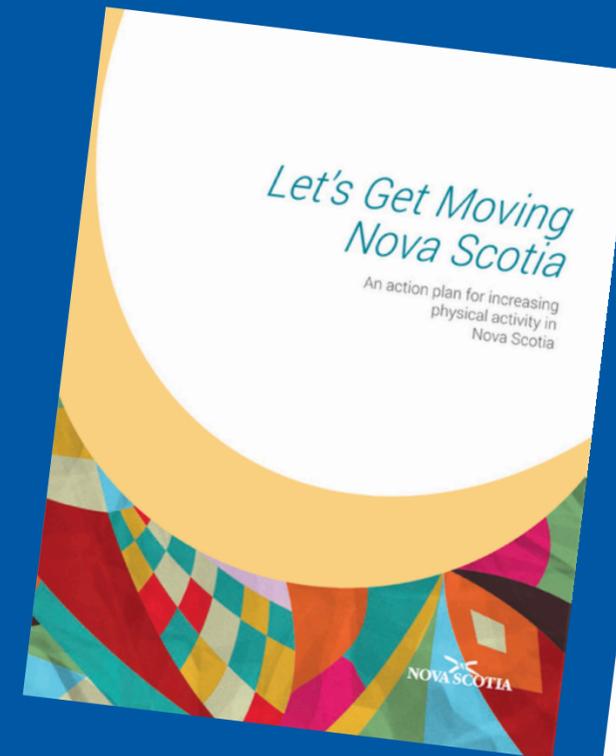
CCTH supports communities across the province to be welcoming, inclusive and accessible while providing a great quality of life for Nova Scotians and a memorable experience for visitors.



[This Photo](#) by Unknown Author is licensed under [CC BY](#)



Communities, Sport and Recreation





Where CCTH & SAC Overlap



CCTH supports movement, recreation, culture, and connection inside and outside the school day, especially when projects overlap with community use.



Initiatives & Partnerships that Support Schools

- Active Smarter Kids
- After-School Time Programs (active, low-cost, community-based).
- Active Transportation Projects (sidewalks, trails, wayfinding, bike racks).
- MPAL (Municipal Physical Activity Leadership Program)
- Small-scale infrastructure supporting movement (outdoor equipment, play spaces).
- Partnership projects involving schools and community groups.
- Regional tables working on healthy school environments.



Check-in Question

<https://www.menti.com/ali1xdom3gwp>



Program-based Projects and Grants

Active Communities Fund- ASK kits for schools, workplace wellness for administration and staff, playboxes

Recreation Community Development Fund- Community theatre equipment, equipment loan etc.





Capital Projects and Funding

Community Recreation Capital- trails on school property, storage sheds, shade structures, pathways etc.

Connect2 in Partnership*- Pathway connection (school to community space)

Recreation Facility Development Grant- accessible playground, multi-use sport courts, mud-kitchens and amphitheaters

Community Access-Ability Grant- i.e. accessible bleachers, and elevators.





Staff and community-led school capital projects

01



Need

What is the need for the project?
Who was consulted?
How did youth inform this project?

02



Size and Scope

What are the required and optional components?
What groundwork is needed?
Can it be phased?
How is accessibility being addressed?

03



Contact RCE Ops team

Contact RCE Ops team.
Consider a site visit.

04



Estimated Project Cost

Determine the estimated total project costs (incl. equipment, groundwork, installation).
Work with RCE Ops team.

05



Fundraising Commitment & Goal

Establish a core committed group.
Use est. project cost as funding goal.
Plan to fundraise, with at least 1/3 of project cost.

06



Pricing & Quotes

Follow RCE Ops & Procurement policy.
Quotes to separate required vs. optional costs or phases.

07



Funds raised

Continue to fundraise.
Communicate clear vision for project.
Share successes and milestones.
Share progress with RCE Ops team.

08



Apply for grants

Once you have fundraised some funds, start applying for community and corporate grants.
Apply to government grants to get you over the finish line.

09



Celebrate and carry on...

Celebrate any successes!
Continue to promote project & raise funds.
Work with RCE Ops on procurement and construction timelines.



Project Planning and Grant Application Process

Need and Project Idea



Project Planning and Grant Application Process

Moving Idea Forward with RCE



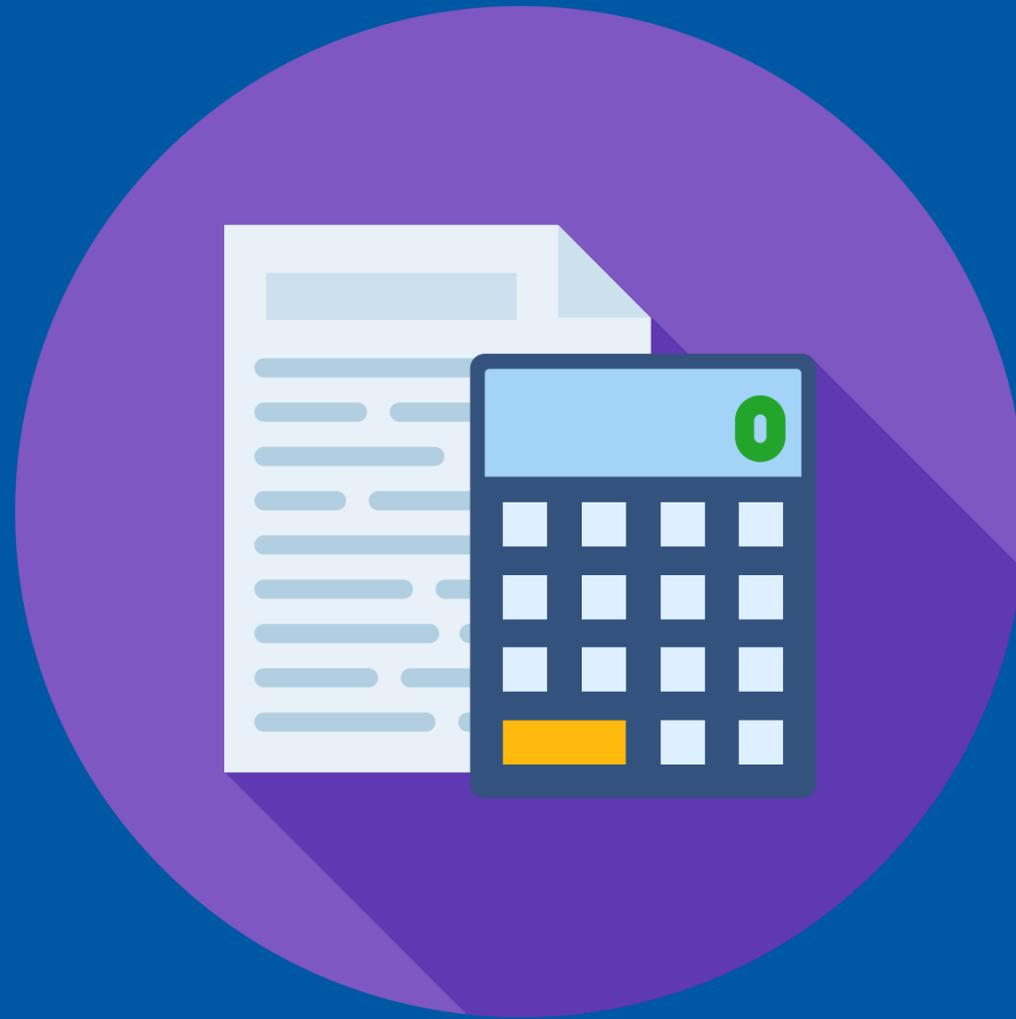
Project Planning and Grant Application Process

Community Consultation and Shaping the Project – Description



Project Planning and Grant Application Process

Estimate



Project Planning and Grant Application Process

Design/Drawing – Quotes



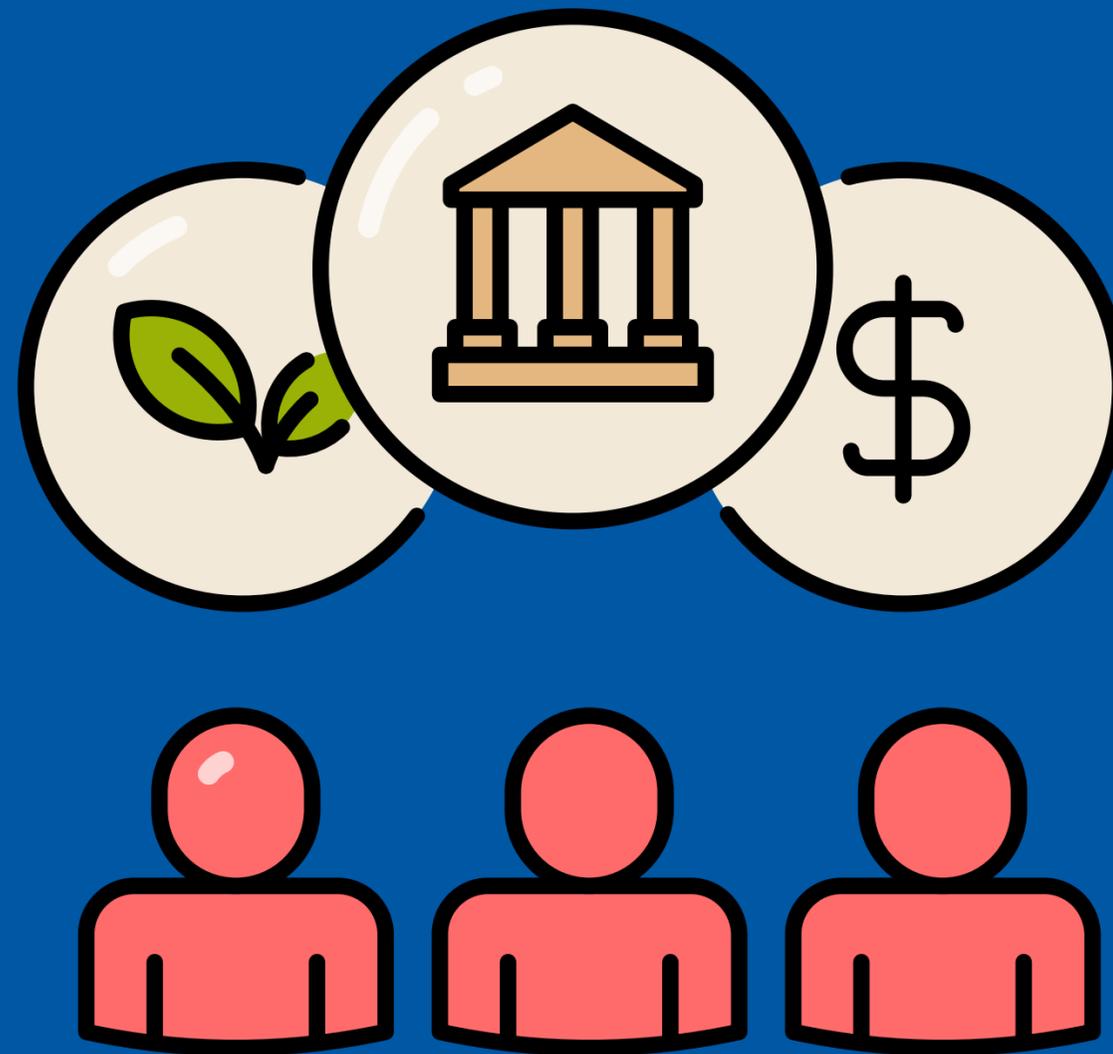
Project Planning and Grant Application Process

Budget and Timelines



Project Planning and Grant Application Process

Government Grant Programs



Types of Funders

Public \$

- Municipal*
- Provincial*
- Federal*

* You can seek funds from both/all. We refer to each others grants or can meet all together to discuss project.

Community Grants

- Targeted areas of work
- Health boards, community foundations, United Way etc.
- Pitch nights

Community fundraising

- Ongoing
- Campaign (specific to project)
- Donations from local residents

Businesses

- Funds
- Silent auction items
- Materials discounts (in-kind)
- Sponsorship

Where To Find Grant Programs

- **Nova Scotia Federation of Municipalities** (NSFM) grant database
 - Best grant database in NS, listed by categories
 - Monthly email overview (you must sign up)
 - Non-profit may be eligible for many grants listed
- **E-newsletter lists** – Community Health Boards, Rural Community Foundation, United Way of the Maritimes
- **CCTH grant guide & CCTH grant finder tool** - both online
- **Municipal grants** – go online
- **Federal grant finder:** Grants and funding from the Government of Canada - Canada.ca

Project Planning and Grant Application Process

The Application



Project Planning and Grant Application Process

Factors For Success

- Need is clear
- SAC has experience or capacity
- Estimate, design, details, quotes
- Project components and budget line up
- Timelines realistic
- Not simply asking for max
- sources of other funds lined up

Project Planning and Grant Application Process

Factors For Success, Bonus Pieces

- Letters of Support
- Partnerships



CCTH Funding Streams

Active Communities Fund

Supports regional or family-of-schools initiatives (not individual schools)

Projects often include:

- After-school physical activity across multiple communities
- Active transportation
- Regional wellness and movement-based initiatives

Other CCTH Programs:

- Community Recreation Capital Grant
- Community Facilities Improvement
- Inclusive and Accessible Recreation Support
- Heritage and culture grants (for community engagement)



CCTH Program Guide: Grant Finder.

Find grants offered through the Department of Communities, Culture, Tourism and Heritage

Grants and funding programs offered through the Department of Communities, Culture, Tourism and Heritage.

Use this service to find grants and funding programs offered through the Department of Communities, Culture, Tourism and Heritage that you may be eligible to apply for.

The Department of Communities, Culture, Tourism and Heritage helps businesses and communities grow by providing program and event funding for arts, culture and heritage, sport and recreation, cultural identity and languages, and tourism.

Grants and funding programs are available for:

- businesses
- individuals
- non-profit groups (like charities, community groups and social enterprises)

[Start now →](#)





Key Takeaways





CCTH Regional Offices

Cape Breton Region

Cape Breton Island

Larry Maxwell, *Regional Manager*

Email: capebretonregion@novascotia.ca

Central Region

Halifax Regional Municipality (HRM)

Andrea Redmond, *Regional Manager*

Email: centralregion@novascotia.ca

Fundy Region

Cumberland, Colchester Counties, Municipality of East Hants

Courtney Nicholson-Patriquin, *Regional Manager*

Email: fundyregion@novascotia.ca

Highland Region

Guysborough, Antigonish and Pictou Counties

Rae Gunn, *Regional Manager*

Email: highlandregion@novascotia.ca

South Shore Region

Yarmouth, Shelburne, Queens, Lunenburg Counties

Anna Haanstra, *Regional Manager*

Email: southshoreregion@novascotia.ca

Valley Region

Annapolis, Kings, Digby Counties, Municipalities of West Hants, Clare

Anna Sherwood, *Regional Manager*

Email: valleyregion@novascotia.ca



Thank you!

Questions

Visit our websites:

<https://ccth.novascotia.ca>

www.tourismns.ca

www.novascotia.com