

What is the Active Communities Fund (ACF)?

Active Communities Fund was created to help your community move more. This fund is part of *Let's Get Moving Nova Scotia*: An action plan for increasing physical activity in Nova Scotia.

This fund can be used to:

- **plan, create, improve, or evaluate physical environments (the fund is limited to supporting low-cost physical environment initiatives)**
 - **plan, create, improve, or evaluate social supports**
 - **plan, develop or evaluate policy**
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EDIA Commitment Statement:

Communities, Culture, Tourism and Heritage (CCTH) is committed to ensuring our programs and services are equitable, accessible, and inclusive. Understanding the demographics of our clients and people we serve will help us determine whether our programs, funding allocations, and processes are inclusive of Nova Scotia's diverse communities.

Who can apply for funding?

- Municipalities, towns, villages *
- Nova Scotian Mi'kmaw bands
- Registered community association, non-profit societies with active status in Registry of Joint Stocks
- Social enterprises
- Regional Centres for Education, Conseil Scolaire Acadien Provincial & Mi'kmaw Kina'matnewey**

* There is a separate ACF application process for communities within the Municipal & Mi'kmaw Physical Activity Leaders (MPAL) program. Please contact your regional office for more information.

**Education centres are eligible to apply for regional initiatives (supporting a region or local collection of schools)

We strongly encourage partnerships among municipalities, the health sector, schools, and workplaces.

What initiatives qualify for funding?

Initiatives that encourage simple movement (less structured movement that people can fit easily into their day). For example, your proposal may encourage the following types of movement:

- walking, including using a cane, walker, or wheelchair
- unstructured active play
- cycling
- reducing sedentary time by, for example, movement breaks during meetings

Active Communities Fund encourages simple movement initiatives that reach or support community members that are less active and those with less access (those that are underrepresented and/or underserved, as well as those who face barriers to participation including income, transportation, etc.).

Some examples of eligible and ineligible initiatives are listed below for reference.

Eligible:

- Facility access to support walking
- Facility access to support unstructured active play, including swimming and skating in partnership with underrepresented and/or underserved groups
- Equipment to loan for community use
- Social supports that enable simple movement (e.g. guided walks, bicycle safety and repair workshops, capacity building/education to support active play and other simple movements)
- Small capital/infrastructure to support simple movement (e.g. signage, bicycle racks, art to enhance trail use, etc.) on applicant owned land/with permission
- Policy development (e.g. physical activity in the workplace policies, creating policies to support movement in community)

Not Eligible Initiatives:

- Sport programming (e.g. weekly sport programming, sports competitions, etc.)
- Individual supports for physical activity (e.g. shoes, fitness equipment, fitness passes, etc.)

We encourage you to discuss your initiatives with your Regional Physical Activity Consultant/CCTH Regional Team prior to applying.

How much funding can I apply for?

Applicants are eligible for up to \$5,000*.

Applicants can apply for funding **up to 75% of eligible costs**. Your organization must contribute at least 25% of eligible costs. Your organization's contribution must be financial; **in-kind contributions are not eligible**. See below for more information about eligible and ineligible project costs.

** If your proposed initiative is provincial in scope, or has a significant regional population reach, you may be eligible for additional funds. Please contact your regional CCTH office, or a provincial representative for more information (Contact Information below).*

Eligible Expenses

- Costs specific to the delivery of the program/initiative. These can include wages of staff hired for program delivery, purchase of equipment/supplies, etc.
- Facility rental/access costs for walking
- Facility rental/access for unstructured active play including swimming and skating (please note, municipal applicants cannot apply for funds for access to municipally owned/operated facilities)

In-Eligible Expenses

- In-kind contributions (including salaried staff time, administration fees, promotion/advertising, photocopying/printing, use of organization's equipment)
- Incentives, prizes, gift cards

How do I apply?

Please complete the Active Communities Fund Application. If you have any questions about the application process, please contact your CCTH Regional Team prior to submission.

When can I apply?

Applications can be submitted until **May 31, 2026**. Funds will be distributed based on eligibility until we have distributed all funds.

Projects must be completed by March 31, 2027. Final Reporting is due 30 days after the project end date.

How are applications assessed?

Applications will be assessed based on the following factors:

- **Simple movement** (Does the initiative encourage simple movement that can be easily fit into the day?)
- **Partnerships** (Will the organization work with other organizations to plan and deliver the initiative?)
- **Evaluation plan** (Has the applicant identified how they will measure and report on the initiative's success?)
- **Need** (Does the initiative fill an identified gap in community? Will the organization be able to deliver the initiative without grant funding?)
- **Sustainability** (Does the initiative create policy/environments that encourage movement over the long term?)

Funding will be awarded based on assessment and available funds.

What is the application and funding process?

Before you submit an application, please contact the CCTH office nearest you (Contact Information below) to discuss the proposed initiatives and the application requirements.

Applications will be reviewed by CCTH staff based on the guidelines outlined above. The entire review process may take up to 10 weeks.

Once we have assessed your funding application, we will contact you.

Does my organization have to acknowledge that we received funding?

Yes. You must acknowledge the financial assistance of the province of Nova Scotia as described in the Acknowledgement Guidelines.

Please Note:

- If funds are spent on initiatives between the time of opening a file and funding decisions being made, it is done so at the applicant's own risk, as funding is not guaranteed.
- Initiatives funded cannot receive funding from any other CCTH grant.
- We will not issue funds, even if your application is successful, if your organization has outstanding final reports for any other funding issued by CCTH or Arts Nova Scotia.

For the online CCTH [grant finder tool go here](#), or to see the [grant program guide go here](#).

For a full CCTH online grant program guide, please see:
[ccth-funding-programs-and-resources.pdf \(novascotia.ca\)](#)

For More Information, Contact Your Regional Office:

Cape Breton Region – Cape Breton Island

Larry Maxwell, *Regional Manager*

Email: capebretonregion@novascotia.ca

Phone: 902-578-4813

Courier/Mail: 850 Grand Lake Road, Suite 15, Sydney NS B1P 5T9

Central Region – Halifax Regional Municipality (HRM)

Andrea Redmond, *Regional Manager*

Email: centralregion@novascotia.ca

Phone: 902-890-1158

Courier: Homburg Building, 3rd Floor, 1741 Brunswick St., Halifax

Mail: PO Box 456, Halifax, NS B3J 2R5

Fundy Region – Cumberland, Colchester Counties, Municipality of East Hants

Courtney Nicholson-Patriquin, *Regional Manager*

Email: fundyregion@novascotia.ca

Phone: 902-324-8392

Courier/Mail: 80 Walker Street, Suite 1, Truro, NS B2N 4A7

Highland Region – Guysborough, Antigonish and Pictou Counties

Rae Gunn, *Regional Manager*

Email: highlandregion@novascotia.ca

Phone: 902-870-7278

Courier/Mail: 149 Church Street, Suite 4, Antigonish, NS B2G 2E2

South Shore Region – Yarmouth, Shelburne, Queens, Lunenburg Counties

Anna Haanstra, *Regional Manager*

Email: southshoreregion@novascotia.ca

Phone: 902-523-5333

Courier/Mail: 312 Green Street, Lunenburg, NS B0J 2C0

Valley Region – Annapolis, Kings, Digby Counties, Municipalities of West Hants, Clare

Anna Sherwood, *Regional Manager*

Email: valleyregion@novascotia.ca

Phone: 902-698-9407

Courier/Mail: 10 Webster St., Suite 200, Kentville, NS B4N 1H7

Provincial Initiatives

Elaine Shelton, *Manager of Physical Activity*

Email: elaine.shelton@novascotia.ca

Mail: PO Box 456, Halifax, NS B3J 2R5

APPENDIX A: Definitions

Indicators: Markers of progress. Indicators should be specific, measurable and allow you to show progress with your goals and objectives. For example, for the goal of increasing engagement in play for adolescents, indicators could include number of adolescents who participated in X initiative, types of active play adolescents engaged in during X initiative, number of adolescents who reported engaging in play outside of X initiative etc.)

In-kind: contribution of goods or services as opposed to money.

Initiative: In this context, initiative refers to the intervention for which you require funds. It could be a straightforward project (e.g. introducing play boxes) but it may have more elements (e.g. a play campaign that includes play boxes, a social media campaign, a junior high play partnership etc.)

Less active adult population (in general): Nova Scotian adults who are physically active 2 days a week or less. Research shows that less active adults mainly get their movement through active household tasks and walking. Typically, when they think of becoming active in the future, they greatly prefer walking over any other form of physical activity. The most common challenges to being active, according to this group, are lack of time, lack of social support, lack of interest in programming, the built environment, and health issues.

Physical environment: includes the natural environment and the built environment. These environments influence how much people move by making it easier or harder to move more. In the context of this fund, equipment that encourages simple daily movement (as described below) is eligible for funding in this category. These are some low-cost ways to make physical environments more activity-friendly:

- improve stairwells
- install or improve play boxes
- create a pedometer loan program
- paint games like hopscotch on pavement

Policy: in this context, the written policy or priorities of municipalities, First Nations communities, schools, or workplaces that encourage movement. Examples include policies that encourage access to recreation, walking meetings, active transportation, etc. Action to advance policy like education and awareness-building may be eligible for funding through this grant.

Reducing sedentary time: In addition to encouraging Nova Scotians to be more active, it is important to encourage the reduction of time spent sedentary. It is possible to meet the guidelines for physical activity, but to spend too much time sedentary. For the purposes of this grant, initiatives that fall into the “reducing sedentary time” category are those that specifically

focus on breaking up time that is otherwise spent sedentary (e.g. a workplace campaign to prompt standing at frequent intervals).

Simple movement: For the purposes of ACF, this is a grouping of movement types that can be easily incorporated throughout the day in small amounts at a minimum. This movement does not necessarily require any learned skills, the degree of difficulty can be adapted to suit available time and needs. It can occur through transportation (e.g. cycling to the mailbox), at home (e.g. actively playing with kids in the backyard), during leisure (e.g. gardening at the community garden) or at work (e.g. walking meetings).

Social supports: Include social networks (e.g. gardening clubs), activity groups (e.g. walking groups) and community activities (e.g. walk to school days) that promote or encourage movement.

Underrepresented: An underrepresented community refers to a group of people who are not adequately represented or have limited presence or visibility in certain domains or contexts, such as social, political, economic, educational, or cultural spheres. These communities typically experience marginalization, discrimination, or exclusion due to various factors, including race, ethnicity, gender, sexual orientation, disability, socioeconomic status, or other characteristics.

Underserved: The term “underserved” implies that the community is not receiving/has not received an adequate level of support or attention from institutions, organizations, or government agencies. This lack of access can manifest in various areas, including health care, education, employment, housing, transportation, and social services.

Unstructured active play: self-directed play, that does not incorporate organized games/rules, and that involves physical activity of any intensity.