

CRANE MOUNTAIN ENHANCEMENT INC.

Box 3263, Grand Bay-Westfield, NB E5K 4V5

An Independent Community-based advisory council responsible for monitoring all aspects of the Crane Mountain Sanitary Landfill Site and the disbursement of the Host Community Enhancement Fund.

Please find enclosed an application for financial assistance.

Grants are awarded only yearly. Applications must be completed and returned, in a sealed envelope or by email, on or before 28 February 2012 to:

Crane Mountain Enhancement Inc., Box 3263, Grand Bay-Westfield, NB E5K 4V5

or

projects@cmei.ca The subject line of the email should say "Project Application"

HISTORY OF CRANE MOUNTAIN ENHANCEMENT INC.

Crane Mountain Enhancement Inc.(CMEI) was formed in 1997, under the leadership of the late Glenn Carpenter, as a condition for the approval of the Provincial Environmental Impact Assessment for the construction of a sanitary landfill at Crane Mountain.

Initially, CMEI was concerned with monitoring the construction site and ensuring that members were fully informed concerning the landfill operation.

CMEI is also the conduit for representation from the Host Community concerning any matter relating to the operation of the facilities. The Host Community is the area including Grand Bay-Westfield and that portion of the City of Saint John extending from the southern boundary of Grand Bay-Westfield to a line drawn of right angle to the end of the sewer line located at the South Bay Bridge in South Bay.

Crane Mountain Enhancement Inc. is also responsible for reporting to residents of the Host Community any pertinent information, and they must also report any problems to the Minister and other authorities having jurisdiction relevant to the views of the Host Community.

Crane Mountain Enhancement Inc. assists the Fundy Region Solid Waste Commission (FRSWC) in the appropriate allocation of the Host Community Enhancement Fund. (This fund is made up of a dedicated portion of the tipping fees collected each year – approximately \$75,000 per year.) This fund shall be used to satisfy conditions imposed upon the Commission by the Minister for 'public access, development of amenities and enjoyment thereof, and other community purposes.'

If you are in need of assistance with this application or have any questions, please contact one of the following members: Jim Stubbs 738-2720, Sandy Coffin 738-8930, Fred Steeves 738-3528, Paul Crilley 738-2607 or Tom Simpson 738-8885

HOST COMMUNITY ENHANCEMENT FUND

GUIDELINES FOR SPECIAL PROJECTS

PLEASE READ CAREFULLY

- X *Application must be completed in full including:*
* *other funding sources*
* *Three (3) full, reputable quotes (if applicable) are required for all projects to be considered.*
- Note: Whenever possible, please request at least one quote from a business within the host community. If construction material, for a contractor, is being supplied by the applicant, the same quote requirements apply to both materials and contractors. If a supplier fails to provide a quote, ask them to respond (no Quote) in writing.
- X *Application deadline is 28 February 2012. This is determined by postmark, date of hand delivery or the date received by email.*
refused after this time frame and encouraged to apply next year.
- X *Highlight : contact person(s), name(s), telephone number(s) and email address(es).*
- X *Full and clear description of project: if in stages, **clearly** state process.*
* *pertinent details explaining your project greatly assist selection process.*

NOTE:

- X *All projects must be completed and invoices submitted to FRSWC by the **first of October** in the year applied.*
* *applications for projects that cannot be completed and invoiced by Oct. 1 will not qualify for funding.*
* **FRSWC can only pay invoices directly to contractors or reimburse the applicant based on receipts for payments.**
* **FRSWC requests that, barring extenuating circumstances, all invoices/receipts be collected and submitted collectively at the end of the project for payment to a single payee.**
- X *Projects are for the long term benefit of the host communities: Debt retirement, rent, office equipment, salaries, registration fees, teams / groups within the communities looking for funding for user fees do not qualify.*
- X *Funds are granted to cover the cost of projects. If a project goes under budget, CMEI will make recommendation to FRSWC to use the left over funds to fund other Special Projects. If projects go over budget, overages are the responsibility of the applicant.*
- X *All applicants will be notified by mail, email or contacted by telephone*
- X *The goal of CMEI is to announce successful applicants by April 15th subject to approval by FRSWC.*
- X **HAVE YOU ADDRESSED EACH ITEM WITHIN THIS APPLICATION?
MISSING INFORMATION COULD JEOPARDIZE YOUR APPLICATION.**

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FILE NO. _____

APPLICATION FOR FINANCIAL ASSISTANCE

This application must be presented in typewritten or printed form.

Date application completed. _____

Date received at CMEI office. _____

1. Name of Organization _____

Address _____

Postal Code _____ Telephone Number _____

Exact location of the project and the property owner. _____

2. Names of the executive (if applicable) and the specific contact persons of your organization.

Name

Position

Telephone

Email address(es) of designated contact person(s) _____

3. Please describe your project in detail.

4. Please describe the impact of the proposed project in improving the Host Community.

5. Does your proposal contain an environmental component or further environmental education in some way? If so, please describe these factors:

6. Has your organization requested funding assistance from any other source during the last twelve months?

_____ Yes _____ No *If yes please complete the following.*

Amount requested \$ _____ Amount received \$ _____

Date requested _____

From whom requested _____

7. Has your organization previously applied for financial assistance from Crane Mountain Enhancement Inc.

_____ Yes _____ No

If Yes, Amount Granted _____ When _____

8. Information about your organization:

A. Which area of the Host Community do you serve?

B. What other Organizations perform the same, or similar, services in your local area within the Host Community?

C. Why are the services you provide best supplied by your organization?

D. Will the activities for which this assistance is requested become self-supporting?

_____ Yes _____ No _____ N/A

Please specify _____

9. Please indicate the approximate number of people served by your organization / projects.

	Last Year	This Year	Forecast next Year
Children to 18 yrs.	_____	_____	_____
Adults	_____	_____	_____

10. FINANCIAL ASSISTANCE BREAKDOWN

Complete itemized cost of program / projects supported by 3 quotes (if applicable) with applicable taxes.

QUOTE #1: Vendor _____

PROJECT BREAKDOWN	ESTIMATED COST
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
<u>HST</u> _____	\$ _____
<u>TOTAL</u> _____	\$ _____

QUOTE #2: Vendor _____

PROJECT BREAKDOWN	ESTIMATED COST
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
<u>HST</u> _____	\$ _____
<u>TOTAL</u> _____	\$ _____

QUOTE #3: Vendor _____

PROJECT BREAKDOWN	ESTIMATED COST
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
<u>HST</u> _____	\$ _____
<u>TOTAL</u> _____	\$ _____

TOTAL AMOUNT APPLIED FOR \$ _____

11. Should the Special Projects review committee decide to partially fund your project, what percentage of the above application could be funded by your organization or through other fund raising efforts? _____

Please attach any pertinent information.

NOTE: THE GRANTING OF FUNDS IN ANY YEAR SHALL NOT BE CONSTRUED AS A COMMITMENT BY CRANE MOUNTAIN ENHANCEMENT INC. TO RECOMMEND CONTINUED ASSISTANCE IN FUTURE YEARS.