



Grant Application for Funding – Enabling Accessibility Fund (EAF) - Youth Innovation

COMPLETING THE FORM

This is a standard form used by multiple programs at Employment and Social Development Canada. In Section B, you will need to identify the funding request to which you are applying.

You must read the Applicant Guide that is specific to the program to which you are applying. Each funding program may have specific eligibility requirements, priorities, or supporting documents to submit with the completed Application Form.

Unless otherwise indicated in the Applicant Guide or on this form, you must complete all parts of the Application Form. Employment and Social Development Canada reserves the right to refuse applications that are incomplete or contain errors. We recommend that you save the Application Form often.

If a closing date is posted, you must submit your Application Form by that date. We will not accept applications received after a closing date.

This document includes the following sections:

Section A – Notice to Applicants

Section B – Program Information

Section C – Application Form

Part 1 – Organization

Part 2 – Project Proposal

Part 3 – Budget

Part 4 – Program Checklist

Part 5 – Attestation

HOW TO SUBMIT THE FORM AND SUPPORTING DOCUMENTS

Consult the Applicant Guide for instructions on how to submit your application and supporting documents.

SECTION A – Notice to Applicants**Attestation**

In order for your application to be eligible, you must have the authority:

- to submit project proposals for the applicant organization
- to enter into contracts and agreements on behalf of this organization
- to certify that the information in the application form is true, accurate and complete

You must provide:

- your name
- your title
- the date

No signature is required.

Information in the form

The completion of this application form is voluntary. We will use this information to assess your project.

We may also use or disclose your application information:

- to share information with others outside the government as a part of the review process
- for policy analysis
- to do some research
- for evaluation

Note that these additional uses or disclosures of your personal information will never affect your relationship with this department or any other government organization.

Personal information

We ensure to manage personal information according:

- to the *Department of Employment and Social Development Act*
- to the *Privacy Act*
- other applicable laws

You have the right:

- to protect your personal information
- to access or change your personal information

If you have privacy concerns or you are not satisfied with our response, contact the [Office of the Privacy Commissioner of Canada](#).

Access to information

After this process, the information on successful applications will be available on [Open Government](#).

Your application is also subject to the *Access to Information Act* (ATIA). The ATIA gives every person a right to access information under the department's control, except for some [exemptions](#).

Find [instructions for accessing this information](#). You can also visit a Service Canada Centre.

SECTION B – Program Information

Select only one funding request per application.

Enabling Accessibility Fund (EAF) - Youth Innovation

The Enabling Accessibility Fund provides funding for eligible capital projects that increase accessibility for people with disabilities in Canadian communities and workplaces. It creates more opportunities for people with disabilities to participate in community activities, programs and services, or access employment opportunities.

Funding requested: ☒ Youth Innovation – Community Accessibility (\$10,000 or less)
☐ Youth Innovation – Workplace Accessibility (\$10,000 or less)

SECTION C – Part 1 – Organization**ORGANIZATION IDENTIFICATION**

1. Legal Name (Organization's full name, as it appears on legal documents)

The Corporation of the Town of Cobourg

2. Operating Name (if different from legal name)

3. Year Established (Year the organization was originally created.)

1798

4. Organization Type

☐ Not-For-Profit ☐ Private Sector ☒ Public Sector

5. Organization Category - For example: Sector councils; University; Municipal Government; etc. (see Applicant Guide for more examples).

Municipal Government

6. Canada Revenue Agency (CRA) Business Number - Unique 15-digit number that is assigned to your business or legal entity by CRA.

If you do not have a CRA Business Number, please select one of the checkboxes in order to provide the other registration information or the proof of operations document(s).

For example: Your provincial/territorial corporation number (i.e. number found on your Letters Patent) or your federal corporation number with Industry Canada (see Applicant Guide for further details).

☐ Other Registration Number:

or

☐ I have provided a separate document confirming the proof of operations for my organization.

Specify type of document(s):

7. Organization Primary Address

Street number and name

55 King Street West

City or Town

Cobourg

Province or Territory

Ontario

Postal Code

K9A 2M2

Country

Canada

Telephone Number and Ext.

(905) 372-4301

E-mail Address

accessibility@cobourg.ca

8. Mailing Address - Is it the same as the Organization Primary Address?☒ Yes ☐ No**9. Organization's Primary Activities - (In no more than 500 words, provide a description of your organization's primary activities.)**

We are a lakeside community (population 19,440) located on the north shore of Lake Ontario halfway between Toronto and Kingston. Cobourg has been recognized multiple times by MoneySense Magazine as "One of Canada's Best Places to Live" in populations under 25,000.

Founded in 1798, we are rich in heritage offering a vibrant downtown, sophisticated small town atmosphere and renowned waterfront that serves as a popular getaway destination.

As the largest town in Northumberland County, we are personified by historic Victoria Hall, host a 27.4 million community centre, an educated and skilled labour force, flourishing commercial sector and supportive municipal government.

Cobourg is an award-winning community and have received the Federation of Canadian Municipalities Sustainable Communities Award, accolades from the Accessibility for Ontarians with Disabilities Act Alliance, and multiple heritage, environmental, and event awards.

Select the target group(s) that best aligns with your organization's primary activities (more than one may be selected).

Note: your answer to this question will not impact the assessment of your proposed project. (Optional)

☐ Select all groups☒ Seniors☒ Newcomers☒ Visible Minorities☒ Youth☒ Women☒ LGBTQ2☒ People with Disabilities☒ Low Income☒ Remote / Rural☒ Individuals Experiencing Homelessness☒ Official Language Minority Communities☒ Indigenous (specify)☒ First Nations☒ Inuit☒ Metis☒ Urban/Non Affiliated☐ Other (specify)☐ Not Applicable**ORGANIZATION CONTACTS**

PRIMARY CONTACT - This should be your primary contact person with respect to this application for funding.

10. Given Name/Surname

Name:

Julie

Surname:

Behan-Jones

11. Position Title

Assistant Manager Waterfront Operations

12. Preferred language of communication

Written: ☒ English ☐ French

Spoken: ☒ English ☐ French

13. Primary Contact - Address

☒ Same as Organization
Primary Address

☐ Same as Organization
Primary Mailing Address

☐ Different
(include below)

SECONDARY CONTACT - This should be your secondary contact person with respect to this application for funding in case we cannot reach the primary contact.

14. Given Name/Surname

Name:

Brent

Surname:

Larmer

15. Position Title

Municipal Clerk and Manager of Legislative Services

16. Preferred language of communication

Written: ☒ English ☐ French

Spoken: ☒ English ☐ French

17. Secondary Contact - Address

☒ Same as Organization
Primary Address

☐ Same as Organization
Primary Mailing Address

☐ Different
(include below)

18. Does your organization owe any amounts to the Government of Canada?

☐ Yes

☐ No

If yes, complete the fields below for each amount owing.

Amount Owing	Nature of the amount owing (e.g. taxes, penalties, overpayments)	Department or agency to which amount is owed	19. If an amount is owing, is a payment plan in place?
A.			<input type="radio"/> Yes <input type="radio"/> No
B.			<input type="radio"/> Yes <input type="radio"/> No
C.			<input type="radio"/> Yes <input type="radio"/> No
D.			<input type="radio"/> Yes <input type="radio"/> No

SECTION C – Part 2 – Project Proposal

PROJECT PROPOSAL IDENTIFICATION

20. Project Title	
Town of Cobourg's Accessible Dock	
21. Planned Project Start Date (YYYY-MM-DD)	22. Planned Project End Date (YYYY-MM-DD)
2021-11-01	2022-04-30
23. Amount requested from Employment and Social Development Canada	
\$10,000.00	
PROJECT PROPOSAL DESCRIPTION	
<p>24. Project Summary In 500 words or less, describe the need of the proposed project including what it aims to achieve (objective and anticipated results), and who is the targeted group.</p> <p>This project aligns with the "Community Accessibility Stream" as outlined on the Applicant Guide. This project will be completed to allow for safe docking and embarking to provide additional recreational activities during COVID-19 that will allow people to access outdoor spaces, as well as try new activities.</p> <p>The project intends to fulfill aspects of the Parks Master Plan, the Multi-Year Accessibility Plan, and commitments from Town Council to the residents of Cobourg to create an accessible dock at the Marina. This would be completed in partnership with the Cobourg Yacht Club, Cobourg Dragon Boat, and Canoe Club, the Parks and Recreation Advisory Committee, and the Accessibility Advisory Committee.</p> <p>The project's main objective is to create more opportunities for recreation for Persons with Disabilities, especially to utilize the waterfront and harbor area that Cobourg is known for. The project will not only create an accessible dock, but also provide the other equipment and resources that are necessary to provide safe and healthy environment for Persons with Disabilities, Seniors, and those who are trying new water sports for the first time.</p> <p>Once completed, this project will require maintenance on an as needed basis, which has been budgeted into our regular Operating Budget for the Marina operations; however, there is a continual positive impact for all persons in the community, especially Persons with Disabilities, as this will be open year after year.</p> <p>This project is the first step in creating a more accessible and inclusive waterfront for all persons who live and visit Cobourg on an annual basis.</p>	
<p>25. In 500 words or less, describe how the proposed project meets the objective(s) and/or priority(ies) of the funding program under which you are applying.</p> <p>The project seeks to align community delegations as well as strategic planning by our Staff and Town Council. There have been many delegations to Cobourg's Town Council about the need for more accessibility in the Harbour front area. Since 2013, the Town of Cobourg has made strides to create more</p>	

accessibility to the waterfront areas (Harbour front, Marina, and Beach) by incorporating accessible beach mats, accessible flotation wheelchairs, and upgrading the pathways and boardwalk.

By incorporating an accessible dock and launching pad, it would be the next stage in creating a more inclusive and accessible water area to create more recreational activities for Persons with Disabilities who live, work, and play in the Town of Cobourg.

There are always risks in incorporating new elements to the Town, as well as ensuring there is training and personal safety awareness. As well, there is a need to ensure that any lifeguards, police, or Coast Guard services are aware of the type of equipment they may need in order to assist a Person with a Disability in an emergency situation on the water.

We currently cannot anticipate usage; however, the risk of increasing the amount of persons who use the dock in total is outweighed by the ability for Persons with Disabilities to have equitable access to using the services provided.

26. Project Activities and Timelines (Provide the activities and their timelines that will be taking place as part of this proposed project.)

Activities	Timelines	
Purchase of the Dock via Canada Docks	November 8, 2021	
Installation of Accessible Dock	Start of season 2022	

27. Will any of the proposed project activities be delivered at your organization's primary address?

☐ Yes ☒ No

Will any of the proposed project activities be delivered in a different location from your organization's primary address?

☒ Yes ☐ No

If yes, include the address for every other location where project activities will occur:

	Other project address	City or Town	Province or Territory	Postal Code
A.	116 Hibernia Street	Cobourg	Ontario	K9A3J8
B.				
C.				
D.				

28. Will the project or any of its activities involve or benefit people in English or French linguistic minority communities in Canada, in some way?

☐ Yes ☐ No ☒ Not Applicable

29. Is your project targeting vulnerable groups?

☒ Yes ☐ No

If yes, select the specific target group(s) that applies to your project.

☐ Select all groups

☒ Seniors

☐ Newcomers

☐ Visible Minorities

☐ Youth

☐ Women

☐ LGBTQ2

☒ People with Disabilities

☐ Low Income

☒ Remote / Rural

☐ Individuals Experiencing
Homelessness

☐ Official Language
Minority Communities

☐ Indigenous (specify)

☐ First Nations

☐ Inuit

☐ Metis

☐ Urban/Non Affiliated

☐ Other (specify)

SECTION C – Part 3 – Budget**30. PROJECT COSTS** - (expenses) for the eligible activities or services of the proposed project

List each eligible activity or service:	Cost is: Cash	Cost is: Donation (In-kind)	Cost (\$ value)	
Accessible Dock purchase	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$11,584.85	
Installation of Accessible Dock	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$2,500.00	
Maintenance of Accessible Dock	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$5,000.00	
	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>		
Total cost of eligible activities and/or services*			\$19,084.85	

31. FUNDING SOURCES - (revenues) for the proposed project costs noted above

List Organization Name for each Funding Source (can be other governments, a private sector organization, or self-funded)	Funding Amount is:		Funding Amount (\$ value)	Funding amount is: Confirmed (guaranteed)	
	Cash	Donation (In-kind)			
Amount requested from Employment and Social Development Canada**			\$10,000.00		
Cobourg Town Council Budget	<input checked="" type="radio"/>	<input type="radio"/>	\$4,084.85	<input type="checkbox"/>	
Town of Cobourg Marina Staff	<input type="radio"/>	<input checked="" type="radio"/>	\$5,000.00	<input checked="" type="checkbox"/>	
	<input type="radio"/>	<input type="radio"/>		<input type="checkbox"/>	
	<input type="radio"/>	<input type="radio"/>		<input type="checkbox"/>	
	<input type="radio"/>	<input type="radio"/>		<input type="checkbox"/>	
	<input type="radio"/>	<input type="radio"/>		<input type="checkbox"/>	
	<input type="radio"/>	<input type="radio"/>		<input type="checkbox"/>	
	<input type="radio"/>	<input type="radio"/>		<input type="checkbox"/>	
Total funding for eligible activities or services*			\$19,084.85		

* Total cost in Question 30 and total funding of eligible activities and/or services in Question 31 must equal each other.

** Amount must correspond with the amount listed in Question 23.

BUDGET DETAILS

32. Use this field to provide any further budget details that you may find necessary in describing your project. (This field is optional if you want to provide more information.)

The funding through the Town of Cobourg's Council is contingent on receiving the grant funding for this project for this year. However, Town Staff have incorporated the accessible dock into their budget requests for the 2022 year. The hope is that by receiving this funding, the Town of Cobourg can have the dock ready to be placed in the Marina at the beginning of next season without delay.

Town Council has been active and engaged in the process of purchasing and installing an accessible dock with this providing the opportunity to do so this year rather than waiting until next year. Town Staff have the equipment and expertise necessary to provide the time to maintenance as well as removal and installation year over year.

The cost estimate, as well as the location of the accessible dock, have been attached to the application. The estimate is based on installing the dock on one of our dock/boat launch areas; however, the hope is that we can eventually have both sides have the accessible dock option.

SECTION C – Part 4 – Program Checklist**Enabling Accessibility Fund (EAF) - Youth Innovation****Program Checklist**

Please review the following checklist carefully. Errors or incomplete applications will result in delayed processing and/or rejection.

- ☒ I provided one cost estimate (quote) by an external contractor.
- ☒ I confirm that the project is not located on Government of Canada property, in a public hospital, in a public school nor in a private home or dwelling.
- ☒ I have provided a digital picture of the project space to be improved.

I confirm that I am either ☒ the owner of the building or ☐ have a lease and written approval of building owner to undertake the project (select only one option).

HOW TO SUBMIT THE FORM AND SUPPORTING DOCUMENTS

Consult the Applicant Guide for instructions on how to submit your application and supporting documents.

SECTION C – Part 5 – Attestation

In order for your application to be eligible, an official representative who has the capacity and the authority to submit project proposals and enter into contracts and agreements on behalf of your organization must complete this section of the form. By doing so, you are attesting to the following three points:

I have the capacity and the authority to submit this Application for Funding on behalf of the applicant organization.

I certify and warrant on behalf of the organization and in my personal capacity that the information provided in this Application for Funding and any supporting documentation is true, accurate, and complete.

I have read the Applicant Guide and understand the program's requirements.

Official Representative Name (print)	
Brent Larmer	
Title (print)	Date (YYYY-MM-DD)
Municipal Clerk/Manager, Legislative Services	2021-09-21
Official Representative Name (print)	
Title (print)	Date (YYYY-MM-DD)
Official Representative Name (print)	
Title (print)	Date (YYYY-MM-DD)