

# Provincial Capital Assistance Program (PCAP) Application Form 2025-26

Fields marked with an \* are mandatory.

## A.) APPLICANT INFORMATION

Applicant Name *			
Street Number	Street Address *	County *	
PO Box	Municipality *	Province *	Postal Code *

## B.) CONTACT INFORMATION

First Name, Initials *		Last Name *	
Title *			
Telephone (Primary) *	Ext.	Telephone (Alt)	Ext.
Fax		Email *	

## C.) JOINT APPLICATION

Is this a Regional project (collaborative effort, shared services, etc)? \*      Yes       No

If Yes, please describe and list all project partners:

If No, please explain why a shared initiative is not appropriate: \*

## D.) GENERAL INFORMATION

Project Name *	
Project Location *	
Project Category *	
Project Start Date *	Project End Date *
Nature of Investment *	

### E.) PROJECT OVERVIEW

Describe the scope of work and what the project aims to achieve. Include all major quantifiable components and other relevant information: \* (If the space provided is not sufficient, please attach additional information as required)

Please describe how the project design and implementation considers long term sustainability \*

### F.) PROJECT READINESS

Is this a multi-phase project? Please indicate phase of the project (ie. Phase 2 of 5) *					Yes <input type="checkbox"/>	No <input type="checkbox"/>	Phase	of
Type of Project (select all that apply): *	Study	Pre-Design	Design	Construction				
Has the following been completed for this project? *	Study	Pre-Design	Design					
If Yes, when were they completed? (MM/YYYY) *	Study	Pre-Design	Design					
Are permits required to do the project? *								
<b>Required Permits *</b>	<b>Permit Status *</b>							

<b>G.) PROGRAM PRIORITIES</b>		
<b>Priorities</b>	<b>Select *</b>	<b>Please describe *</b>
Total applications submitted (max 2 per applicant)		
Priority of this application		
Is this project required to come into compliance with Federal or Provincial standards and/or regulations?		
Does the project address a critical capacity issue? (e.g. treatment plant over capacity)		
Does the project address an immediate environmental and/or health and safety issue?		
Does the project enable new housing development (e.g. the upgrade or extension of water/wastewater services that support new housing development)?  If yes, please provide # of new housing units enabled and location (if known)		
Is the project located in a known flood zone or potentially impacted by inland or coastal flooding? If yes, how was this considered in the project? The Coastal Hazard map can be used to check coastal risk <a href="https://nsgi.novascotia.ca/chm">https://nsgi.novascotia.ca/chm</a>		
How does the design and implementation of this project consider climate change?		

<b>H. ) OUTCOME INDICATORS</b>		
<b>Wastewater/Stormwater: Indicators</b>	<b>Value *</b>	<b>Measurement</b>
Length of deteriorated wastewater pipe replaced		Meters
Length of wastewater service extended or upgraded		Meters
Increased # of properties with access to municipal wastewater system		# of properties
Increased capacity to collect and/or treat wastewater		m3 per year
Length of combined sewer systems separated		Meters
Type of stormwater asset(s) receiving improvements (add below)		# and or length of asset(s)
Other (Specify)		

<b>Water: Indicators</b>	<b>Value *</b>	<b>Measurement</b>
Length of deteriorated water pipe replaced		Meters
Existing # of households with improved municipal water service		# of households
Length of water service extended or upgraded		Meters
Increased # of properties with access to municipal water system		# of properties
Increased # of households that will have improved fire protection		# of households
Increased # of households that will be equipped with residential water meters		# of households
Increased capacity to supply, treat or store potable water		m3
Other (Specify)		

<b>Solid Waste: Indicators</b>	<b>Value *</b>	<b>Measurement</b>
Volume of solid waste diverted from landfills via composting or recycling		Metric tonnes/year
Increase in volume of materials recycled after investment		Metric tonnes/year
Increased organic collection & processing after investment		Metric tonnes/year
# of households with improved solid waste practices		# of households
Increase in disposal capacity of site		Metric tonnes
Number of facilities brought into environmental compliance		# of facilities
Other (Specify)		

I.) PROJECT COSTS	
Class Estimate *	
Professional Fees *	
Materials/Supplies *	
Contractor *	
Contingency*	
Other (Please Specify) *	
<b>TOTAL ELIGIBLE COSTS</b>	
HST*	
HST Rebate*	
<b>TOTAL NET ELIGIBLE COSTS</b>	

J.) PROJECT FUNDING						
Funding Sources	Amount \$ *	% of Funding*	Funding Status *	Describe Funding Source *	Provide estimated approval date*	Is this funding required for project to proceed? *
PCAP requested amount						
Municipal Sources (i.e. reserve, debt or approved in capital budget)						
Other Provincial Sources						
Federal Sources						
Other						
<b>TOTAL PROJECT FUNDING</b>						

Please elaborate on sources of funding required for this project to proceed \*

**K.) REQUIRED DOCUMENTATION**

Have you included a motion from Council/Commission supporting this application (Villages must also include confirmed support from Municipality)? If No, please explain \*

Is a detailed cost estimate included with the application? If No, please explain \*

Is a KML (location file) attached with this application? If No, please explain \*

**DECLARATION**

By checking this box, I certify that, to the best of my knowledge, the information provided in this application is truthful and accurate at the time of submission. I further confirm that the proposed project will be planned and implemented in compliance with all applicable municipal by-laws, regulations, and provincial and federal laws and regulatory requirements in effect at the time of project implementation. I also confirm that I am authorized to submit this application and make representations on behalf of the municipality. \*

Digital Signature \*

Date (MM/DD/YYYY) \*

\_\_\_\_\_  
Title \*

**Once application is complete, email to [PCAP@novascotia.ca](mailto:PCAP@novascotia.ca) and include all supporting documentation.**

**Please sign your application form digitally. If application is signed and scanned, also include completed final non-scanned version.**