



What is the MESF?

The MESF is a Town program that funds innovative and leading environmental initiatives that contribute to the sustainability and health of the natural environment. The fund provides financial resources for projects in Markham that promote environmental responsibility and enhance the protection of the Town's natural resources. The purpose of the fund is to provide demonstrable, widespread and lasting environmental benefits to the Markham community.

Who Can Apply?

Eligible organizations include: other levels of government, public agencies, school boards and Markham Community Groups including: Markham-based community ratepayer associations and local organizations, such as conservation groups, Scouts, etc.

Multi-jurisdictional groups, such as NGOs, or other organizations may be considered if there are clearly demonstrable benefits in the Town of Markham, conditional on such groups working with a local Markham community group.

A maximum of 3 schools may receive funding per funding cycle, to a maximum of \$5,000 each.

Individuals and "for profit" organizations are not eligible. Any project that results in a direct financial private benefit to the fund recipient is not eligible.

What are the Program's Requirements?

Applications will be considered by the Environmental Issues Committee for recommendation to the Finance and Administrative Committee and Council. The following objectives shall be considered by the Environmental Issues Committee when reviewing applications:

- the project is a leading environmental innovation (i.e. pilot project) that can be showcased by the Town of Markham;
- the project promotes education, understanding and participation in environmental sustainability in the Town of Markham; and,
- the project supports the Town's environmental policies and strategic plan

Projects will be expected to meet at least one of these objectives, if not more.

Applications that do not meet any of these criteria will not be approved.

What are the Community Funding Criteria for an Application?

- projects must be within the Town of Markham and initiated by members of the Town of Markham Community, or Town of Markham Community Groups;
- applicants can request a maximum of \$10,000 from the MESF per project per year;
- applicants may only apply once a year, for projects that will be completed within that same one-year time frame (12 months from issuance of cheque);
- only materials and equipment costs (not consulting services) are eligible for funding from the MESF;
- the project should have measurable results;
- the project should have demonstrable, widespread and lasting environmental benefits for the Markham community;
- any groups that received funding for projects which have not been completed and reported on are not eligible for future funding; and
- funding will not be granted where projects have been commenced.

What are some Suggested Projects?

- energy efficiency initiatives / pilot projects
- climate change reduction and Kyoto initiatives
- clean air awareness activities and initiatives
- water management promotion
- green roof promotion and implementation
- downspout disconnection/rain barrel program
- wildlife habitat restoration/naturalization activities
- water conservation/efficiency initiatives

- natural features study update/implementation
- environmental and natural gardening promotion and information
- clean-up activities
- environmental management activities
- school environmental projects

When are the application deadlines?

Funding is awarded twice each year - in Spring (February application deadline) and Fall (September application deadline). For specific dates please refer to the website or contact the Manager of Environmental Leadership.

How Do I apply?

- Step 1 **Carefully review these guidelines** to ensure your group is eligible.
- Step 2 **Speak with the Manager of Environmental Leadership** about your proposed application.
- Step 3 **Prepare any supporting information**, such as illustrations and maps and attach them to the application form. Sufficient and complete information must be provided with the application for the Environmental Issues Committee to make a decision.
- Step 4 **Submit your application** to the Manager, Environmental Leadership, Town of Markham, Ontario, L3R 9W3. Telephone 905-415-7502, Fax 905-475-4710.

Application Checklist

Please ensure that your application is complete. Are the following included in your submission?

- A complete and signed application form, including all budget and funding details
- All supporting documentation such as a map, species list, etc.
- Consent letter from registered owner, if applicable

What will happen next?

The Environmental Issues Committee will review all applications taking into account the established objectives and criteria described above. They may choose to grant the right to the applicant to present their proposal, if requested. They will determine which projects should be funded and how they should be funded (in a single payment or in phases) and make a recommendation to General Committee and Council.

How will I be notified?

A letter of acknowledgement will be sent upon receipt of an application. If your project is approved for funding, you will be contacted. If your application is not approved, you will be informed in writing.

What happens after the Project is completed?

Upon completion of the project and no later than 12 months from delivery of the funding, you are required to submit your project report. Include a project report and photos so we can review and promote your project, together with the completed consent forms permitting use of your photographs by the Town (copy attached).

What does a Project Report Contain?

- accounting of how all funding has been spent
- original copies of paid invoices
- description of the success/any shortfalls of the project
- photographs for review and promotion of the project
- completed consent form for use of photographs

A project format will be provided to assist you in preparing the report