



Lighthouse Preservation Assistance from the Runciman Fund for Heritage Conservation

The Heritage Canada Foundation is pleased to announce the availability of heritage grant funding for historic lighthouses along Nova Scotia's Fundy Shore, in the counties of Digby, Annapolis and Kings.

While all lighthouses in this part of the province are eligible to apply for funding, it is our hope that this new source of funding will encourage groups to come forward with petitions nominating surplus lighthouses for designation, given the pressure local communities are under to find solutions for lighthouses recently declared surplus by the federal government. There is a May 29, 2012 deadline for individuals or communities to petition for heritage designation of surplus lighthouses, and indicate a willingness to acquire them. There is then an obligation to prepare a business plan demonstrating how the community plans to fund, protect and maintain the structure over the long term. Financial support from the Runciman Fund can be part of a viable business plan to sustain these historic lighthouses over the long term.

Questions about Nova Scotia's Lighthouses?

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Questions about the Lighthouse Preservation Assistance from the Runciman Fund for Heritage Conservation?

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The Runciman Family shaped the commercial and cultural life of Annapolis Royal, and provided HCF with a bequest that in part created the Runciman Fund for Heritage Conservation.

Donors who would like to contribute to the Runciman Fund for Heritage Conservation, or help create additional lighthouse preservation funds, are encouraged to contact the Heritage Canada Foundation.

Terms and Conditions

1. Use and purpose

Funding from the Runciman Fund for Heritage Conservation is being made available to support heritage conservation of lighthouses in the counties of Digby, Annapolis and Kings.

2. Eligibility

- 2.1. HCF will consider funding requests from community groups and organizations seeking financial support for repair and heritage conservation work at historic lighthouses in the counties of Digby, Annapolis and Kings.
- 2.2. Each lighthouse in the named counties is eligible for a one-time grant, however due to limited funds, there is no guarantee that all eligible applications will receive funding.
- 2.3. Priority will be given to proposals with some or all of the following characteristics:
 - Proposals for a lighthouse that is included on Department of Fisheries & Oceans surplus lists at <http://www.dfo-mpo.gc.ca/media/infocus-alaune/2010/02/index-eng.htm> and where an individual or group is preparing a business plan in preparation for taking over ownership of said lighthouse;
 - Proposals that include matching or partially matching investments from the community and/or other funding partners in the lighthouse preservation project;
 - Projects that will result in benefit to the general public – for example, by preserving a lighthouse as a visible community landmark and/or by making a lighthouse accessible to the public;
 - Projects where the lighthouse is a designated, protected heritage structure, or where the project proponent expresses willingness to submit the lighthouse for eventual designation.

3. Eligible Work and Materials

- 3.1. All work proposed must respect the heritage character of the lighthouse, with the goals of repairing and retaining early materials, or replacing materials beyond repair in kind. The Standards and Guidelines for the Conservation of Historic Places in Canada provide useful guidance.
- 3.2. Projects which restore exterior architectural elements significant to the heritage character of the property, for example:
 - 3.2.1. Preservation of existing exterior architectural elements: repair of deteriorating windows and doors, cladding, roofing, foundation, cornices, moldings, trim and other significant features.

- 3.2.2. Replacement of architectural features which still exist but which are beyond preservation or repair: replacement in kind of deteriorated doors and windows, cladding, roofing, cornices, moldings, trim, and other significant features, using accurate reconstruction and materials, sizes and configurations that match the original.
- 3.2.3. Restoration of significant architectural features which have been lost but for which the appearance can be determined from physical evidence or documentary sources.
- 3.2.4. Painting in appropriate colours.
- 3.2.5. Preservation/restoration of historic outbuildings or landscape features: fences, walls or gates which form part of the original, documented heritage character of the property.
- 3.2.6. Projects must use traditional materials (wood, stone, brick, etc.) and traditional designs.

4. Ineligible Work and Materials that will not be funded

- 4.1. Modern materials such as vinyl- or aluminum-clad windows, vinyl siding, or Exterior Insulated Finishing System (EIFS) cladding.
- 4.2. Routine maintenance.
- 4.3. Minor repairs to non-original siding or roofing.
- 4.4. Poor or defective work.
- 4.5. Work carried out prior to approval of the application.
- 4.6. Labour provided by the owner.

5. Application Process

5.1. Step One:

Interested parties are encouraged to submit a preliminary letter or email with the following information:

- Name and location of lighthouse
- Current ownership; proposed ownership
- Name and contact information for the person making the inquiry
- A brief explanation of the proposed project

The preliminary letter or email must be submitted to:

(By email): heritagecanada@heritagecanada.org

(By mail): *The Heritage Canada Foundation*
Runciman Endowment Fund
190 Bronson Avenue, Ottawa, ON K1R 6H4

Interested parties will receive a response within 2 weeks indicating whether their project is eligible to proceed to Step Two.

5.2. Step Two:

Applications that are admitted to Step Two must include:

- 1.1. A completed application form.
- 1.2. A detailed description of the proposed work.
- 1.3. Recent photographs of all sides of the building, the building on its grounds, with close-ups of the areas of work for which the grant is applied for.
- 1.4. Two estimates for the proposed work.

6. Review Process for Applications Admitted to Step Two

- 6.1. Applications will be reviewed and evaluated by a Selection Committee with individuals who bring expertise in Nova Scotia's lighthouses and heritage conservation as well as individuals representing the following organizations:
 - Heritage Canada Foundation
 - Nova Scotia Lighthouse Preservation Society
 - Nova Scotia Heritage Trust

7. Changes during project delivery

- 7.1. The Recipient shall notify HCF of any proposed material changes to the nature of, or budget for, the Project and shall use the grant for such altered activities only with the prior written consent of HCF.
- 7.2. The grant recipient shall not transfer or assign the grant or any part thereof to another organization or individual, without the prior written consent of HCF.
- 7.3. Any unused portion of a grant remains the property of HCF. If an unused portion of the grant has already been paid in advance by HCF to the Recipient, it shall be repaid by the Recipient to HCF on request.

8. Grant Payment

8.1. The grant will be payable in two (2) installments:

8.1.1. The first installment will be paid upon receipt of confirmation from the successful applicant accepting the offered grant and committing to carry out the project as proposed in the application.

8.1.2. The second installment will be paid upon receipt of the following:

- a. A copy of all invoices relating to the eligible heritage conservation work with proof of payment; and
- b. Digital images and photographs, illustrating the completed heritage conservation work.

8.2. Representatives of HCF or its delegates may inspect the Project at all reasonable times until six months after completion of the Project or six months after HCF's release of the grant award, whichever comes later.

9. Limitation of Liability and Indemnification

9.1. The HCF shall not be liable for any damages, injury or any loss of use or profit of the Recipient arising out of, or in any way related to, the Recipient's operations.

9.2. Recipients shall be responsible for obtaining all required licenses, permits, permissions and other authorizations to use photographs, copyright materials, property, or other rights belonging to third parties that it uses for the project. HCF shall not be held liable for any failure to acquire necessary permissions as related to the project.

10. Acknowledgement of Funding

10.1. The Recipient will acknowledge the support of the Heritage Canada Foundation and the Runciman Fund for Heritage Conservation on any materials, reports, events, signage or publicity, which are paid for, in full or in part with this funding.

11. Repayment of Grants

11.1. The grant recipient shall, at the request of HCF, repay to HCF the whole or any part of the grant as determined by HCF, if the Recipient:

- a. ceases operating;
- b. winds-up or dissolves;
- c. merges or amalgamates with any other party;
- d. commences or has commenced against it, any proceedings in bankruptcy or is adjudged a bankrupt;
- e. has knowingly provided false information in its grant application;
- f. uses grant funds for purposes not approved by HCF; or
- g. breaches any of the terms or conditions of the grant.