

COR/2013/08160

CIRCULAR

To: All Municipalities, Local Service Districts, Engineering Consultants, Regional Service Boards and Inuit Community Governments

Re: Proposed 2014/2015 Municipal Capital Works Program / 2014/15 – 2016/17 Multi Year Capital Works Program

Date: October 16, 2013

Applications are invited for the Proposed 2014/2015 Municipal Capital Works and 2014/15 – 2016/17 Multi Year Capital Works Programs. The Department of Municipal Affairs will be utilizing the Provincial Government's online application format in MSIS (Municipal Support Information System), which has been developed for the submission of applications and project status reports. Applicants can access the application website at www.ma.gov.nl.ca, starting October 18, 2013. Multi Year communities are advised that MSIS has the functionality to accept Multi Year applications. As outlined in the Circular dated October 9, 2013, to gain access to the online application site, Municipalities and Local Service Districts are hereby requested to utilize a USER ID and PASSWORD. To obtain a USER ID and PASSWORD, please contact the Municipal Affairs System Administrator Theresa Walsh – MA-InfoMgmt@gov.nl.ca or 1-709-729-5677.

Applicants please note that all applications that are on file from previous funding programs are no longer considered active and are being deleted from our databases. Requests for funding for all new projects must be entered through the MSIS System. It is not necessary for Municipalities or Local Service Districts to enter in requests for which letters of commitment have already been issued by the Department.

- Applicants should only apply for projects which are affordable as demonstrated by the completion of the Financial Evaluation forms included with this application package or on the Department's website: www.ma.gov.nl.ca

The deadline for the receipt of applications for the Proposed 2014/2015 Municipal Capital Works Program is December 13, 2013.

The following items must be submitted in addition to the online application by the December 13, 2013 deadline:

- Completed Financial Evaluation Form, 2 copies
- Resolution of Local Government authorizing the Application, 3 copies
- Project Cost Estimates, 7 copies
- Drawing indicating location and scope of the proposed project, 7 copies

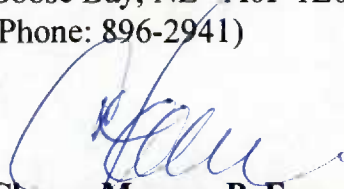
Questions regarding the application process can be directed to the appropriate **Regional Engineer/Office** listed below:

Mr. John Dawe, P. Eng.
Eastern Regional Office
Dept. of Municipal Affairs
P. O. Box 8700
St. John's, NL A1B 4J6
(Phone: 729-5337)

Mr. Badiur Rahman, P. Eng.
Central Regional Office
Dept. of Municipal Affairs
260 Airport Blvd
Gander, NL A1V 1L7
(Phone: 256-1055)

Mr. Dan Hynes, P. Eng.
Western Regional Office
Dept. of Municipal Affairs
6th Floor
Sir Richard Squires Bldg.
Corner Brook, NL A2H 6J8
(Phone: 637-2337)

Mr. Ehsan Khan, P. Eng.
Labrador Regional Office
Dept. of Municipal Affairs
P.O. Box 3014, Station B
Goose Bay, NL A0P 1E0
(Phone: 896-2941)



Cluney Mercer, P. Eng.
Assistant Deputy Minister
Municipal Engineering and Planning Branch

cc: Regional Engineers
cc: Regional Managers
cc: Regional Directors
cc: MHA