

NS-TRIP ELIGIBLE COSTS

The following is to be used as a guide to assist NSTRIP applicants in determining eligible expenses under this program. The list is not intended to be an all-inclusive list of expenses. Please check with the Program Coordinator for eligibility of expenses not noted below.

Under the NSTRIP in-kind expenses are defined donated time or equipment. In kind contributions are eligible if they represent incremental costs associated with the proposed project. "Incremental" means additional or new costs incurred because of the project, including a new staff person, additional non-overtime hours by regular staff or volunteer labour associated with the project.

Feasibility Study (100% up to a maximum of \$15,000)

Eligible expenses

External consulting

Hall rental for community meetings

Misc. office expenses (ie mailouts, advertising etc); not to exceed 5% of grant amount

Ineligible Expenses

Internal consulting (ie member of existing organization unless approved by Municipal Affairs)

Business Plans (75% up to a maximum of \$15,000)

Eligible expenses

External consulting

Hall rental for community meetings

Misc. office expenses (ie mailouts, advertising etc); not to exceed 5% of grant amount

Volunteer hours, as approved by NSTRIP Program Coordinator, for the applicant's contribution only

Ineligible expenses

Staff time for existing transit organizations or municipalities unless the staff time is incremental

In kind Board member time from existing transit organizations

Pre-Implementation (75% up to a maximum of \$25,000)

Eligible expenses

Manager wages

Web-site Design

Web hosting fees

Registry Joint Stock Fee

Office equipment (phones, computer etc)

Marketing material (brochures, fridge magnets etc)

Advertising

Logo Development

Software

Vehicle insurance, registration and licensing

In kind as approved by NSTRIP Program Coordinator

Ineligible expenses

Board member time

Consulting/Professional fees unless specialized ie marketing, legal etc

Vehicle expenses including purchase

Pilot (75% up to a maximum of \$50,000)

Eligible expenses

Manager wages

Dispatcher wages

Driver wages

Office expenses (rent, phones, supplies etc)

Advertising/Marketing

Board insurance

All vehicle expenses except vehicle purchases

Ineligible expenses

Board member time

Consulting/Professional fees unless specialized ie marketing, legal etc

Depreciation

Vehicle purchase or loan payments

In kind contributions

Service Start-up (50% of operating costs net of CTAP funding to a max of \$25,000)

Eligible expenses

Manager wages

Dispatcher wages

Driver wages

Office expenses (rent, phones, supplies etc)

Advertising/Marketing

Board insurance

All vehicle expenses except vehicle purchases or loan payments

Ineligible expenses

Board member time

Consulting/Professional fees unless specialized ie marketing, legal etc

Depreciation

Vehicle purchase

Vehicle loan or vehicle interest payments

In kind contributions