



Special Projects Committee Report General Meeting Jan. 19, 2010

In 2009, the Special Projects Committee and the CMEI Board selected 16 projects plus 5 school environmental projects and 4 scholarships which were subsequently approved by the Fundy Region Solid Waste Commission for grants during the 2009 calendar year. The funding limit for 2009 was \$82,629.

All 16 projects were completed with \$1300 left over that was used for a “B” list project that was pre-approved for completion in the event that there was enough left over to fund it. All funds were used and the recipients of the grants are recorded on the Special Projects page of the CMEI website at www.cmei.ca

Some problems with late project completion and invoicing led to limited time for the “B” list project to be completed.

Several new initiatives were in place for the 2010 projects.

- An application form that can be completed in Microsoft Word was made available for download from our website.
- Should the applicant wish to do so, we are also accepted applications by email using either the hand written or computer generated forms. Instructions were included on the website. About half of the 2010 applicants used the MS Word form and the email option.
- The application form asked for an email address for the contact person(s). These addresses form a contact group set up to allow a bulk mailing when we need to communicate with all applicants. So far this seems to be successful.
- We approached FRSWC about having invoices received and reviewed by CMEI, Special Projects Committee prior to submission for payment. This will allow us to record and track the overall progress of the projects and allow more efficient follow-up when it looks like projects are falling behind schedule. It’s too early to say how successful this will be as we have only processed 1 invoice to date.

Advertising for 2010 grants took place from December through February and applications were received by February 28.

For 2010, the Special Projects Committee received 27 applications for grants prior to the Feb. 28 deadline with one being withdrawn. The total of the requests was in excess of \$225,000. Upon completion of the review by the Special Projects Committee, 12 projects were selected by the CMEI Board of Directors at their March 9th meeting and subsequently approved by the Fundy Region Solid Waste Commission at their meeting on March 11th. These applications if completed will use all of the allotted funds for this year. The limit is \$82,629, unchanged from last year.

Normally, in addition to the grants the fund also provides \$600 for environmental projects at each of the 5 school in the host community and \$1000 scholarships for 4 students from the host community, 2 at UNB Saint John and 2 at NBCC Saint John. For this year only CMEI will fund these projects and scholarships from our operating budget. In the event that one or more projects are not completed or are significantly under budget, some or all of these funds could be returned to CMEI.

Respectfully submitted by:

Thomas Simpson

Chair, Special Projects Committee