

COR/2014/06157

**CIRCULAR**

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

**Re: 2015/2016 Municipal Capital Works Program**

**Date: August 4, 2014**

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Applications are invited for the 2015/2016 Municipal Capital Works Program. **The deadline for the receipt of applications for the 2015/2016 Municipal Capital Works Program is October 17, 2014.**

The Department of Municipal and Intergovernmental Affairs will be utilizing the Provincial Government's online system 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.miga.gov.nl.ca](http://www.miga.gov.nl.ca). To gain access to the online application site, Municipalities and Local Service Districts require a USER ID and PASSWORD. **Any user whom has not obtained a USER ID and PASSWORD** are asked to contact the Municipal & Intergovernmental Affairs System Administrator Eileen Cahill – [MA-InfoMgmt@gov.nl.ca](mailto:MA-InfoMgmt@gov.nl.ca) or 1-709-729-5846.

**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.** All applications must be entered through the MSIS System. It is not necessary for Municipalities, Inuit Community Governments or Local Service Districts to re-enter an application for a project that has already been approved. However, new applications are required to be submitted for phases of proposed projects not yet funded.

Applicants should only apply for projects which are affordable for their community as demonstrated by the completion of the Financial Evaluation forms available on the Department's website: [www.miga.gov.nl.ca](http://www.miga.gov.nl.ca)

The following items must be submitted in addition to the online application by the October 17, 2014 deadline. These items can be uploaded using the **Documents** section of the online application.

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

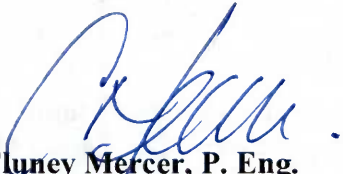
Questions regarding the application process can be directed to the appropriate **Regional Engineer/Office** listed below:

Mr. Dan Noseworthy, Regional Director  
Eastern Regional Office  
Department of Municipal & Intergovernmental Affairs  
P. O. Box 8700  
St. John's, NL A1B 4J6 Phone: 729-7390

Mr. Edison Goodyear, Regional Manager  
Central Regional Office  
Department of Municipal & Intergovernmental Affairs  
260 Airport Blvd  
Gander, NL A1V 1L7 Phone: 256-1061

Mr. Chris Power, P. Eng., Regional Engineer  
Western Regional Office  
Department of Municipal & Intergovernmental Affairs  
6<sup>th</sup> Floor, Sir Richard Squires Building  
Corner Brook, NL A2H 6J8 Phone: 637-2491

Mr. Bob MacAulay, Regional Manager  
Labrador Regional Office  
Department of Municipal & Intergovernmental 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