



|                                  |
|----------------------------------|
| Community Asset Donation Program |
|----------------------------------|

About the Program

Individuals and organizations may make a donation to the Community Asset Donation Program for a specific bench, picnic table, tree or a general donation to the program. This program is made possible through the Town of Mahone Bay’s Donation Policy.

The purpose of the Community Asset Donation Program is to provide a means to recognize a person or organization through a lasting tribute. The contributions made through this program will also benefit the parks, urban forest, greenspaces, the natural environment and the community as a whole.

Agreements

A signed agreement outlining the roles and responsibilities of the contributor/donor and the Town will be required upon receipt of funds, prior to the installation of the community asset.

Benches on Private Property

The Town is providing an opportunity for private property owners to “host a bench”. Many well-traveled locations in the town do not have space for bench placement on public property. If you are interested in hosting a bench at the sidewalks edge, contact Town Hall to get more information.

Plaques for Benches/Picnic Tables

As part of your donation, a commemorative plaque will be purchased and placed on the community asset. Plaques will be made of metal, white on blue. Wording shall include: \_\_\_\_\_ donated in memory of \_\_\_\_\_ (name) by \_\_\_\_\_ (optional) \_\_\_\_\_(Date). The purchase and placement of the plaque will be paid for and decided on by the Town. Any deviation from the standard wording must be approved by Town Staff.

Recognition of Tree Donations

Generally, tree donations will be recognized with the donor’s name inscribed on the Town’s Tree Donation Recognition Monument located in Jubilee Park.

Installation

Assets will only be installed/planted from April 1 through October 31. Installation and/or planting will be completed to Town standards and specifications. Donors will be notified by Town staff once the asset has been placed.

### Maintenance

The Town of Mahone Bay will maintain the donated asset in the same manner as other Town assets. If the accompanying plaque requires replacement due to theft or vandalism, the replacement cost will be the responsibility of the Town of Mahone Bay. In the event that the location of the asset proves to cause a concern due to vandalism or other issues, the Town may relocate the asset and the plaque, in consultation with the donor.



Community Asset Donation Program  
Donor Agreement

Thank you for considering the Town of Mahone Bay Community Asset Donation Program. Please complete the following information.

Donor Information

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

Donation Information

- Asset:  Park Bench (\$500)  
 Standard Bench (\$1,000)  
 Standard Picnic Table (\$2,500)  
 Accessible Picnic Table (\$2,500)  
 Street Tree (\$750)  
 Park Tree (\$250)

Plaque requested for Donation?  Yes  No

Plaque inscription: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*\*For tree donations, donor's name will be added to the Town's Tree Donation Recognition Monument located in Jubilee Park.*

Signatures

---

Donor

---

Staff

For Office Use Only:

Donation amount received: \_\_\_\_\_ Date: \_\_\_\_\_

## Asset Specifications



### Park Bench - \$500

- 6' long
- Composed of concrete and wood
- Locations in parks and on trails

### Metal Bench - \$1,500

- 6' long
- Composed of powder-coated aluminum
- Locations on or near sidewalks and paved walkways



### Standard Picnic Table - \$2,500

- 6' long
- Composed of extra-heavyweight recycled plastic
- Locations in parks, greenspaces

### Accessible Picnic Table - \$2,500

- 8' long
- Composed of extra-heavyweight recycled plastic
- Locations in parks, greenspaces





#### Park Tree - \$250

- Smaller trees
- Please contact Town Hall for planting locations

#### Street Tree - \$750

- Larger, more mature trees
- Please contact Town Hall for planting locations

