



CULTURE DAYS EVENT MICRO GRANT APPLICATION

Coordinated by the Recreation and Community Services Department, City of Yorkton and funded by SaskCulture and the Sask Lotteries Trust Fund for Sport, Culture and Recreation and the City of Yorkton

The Culture Days Event Micro Grant will support events or programs, virtual, in person, or a hybrid of both formats (following all COVID public health orders at the time) that will be planned for, and implemented during the 2022 Culture Days between September 23 and October 16, 2022. Events and programs must also be linked to the 2022 Yorkton Culture Days.

Deadline for applications is Friday, July 15, 2022. Submit your application to parksandrec@yorkton.ca. They will be assessed based on how it serves the community, how it is organized and fits with the theme, if it is free to attend, and if it includes hiring Artists and/or Cultural Workers.

Request/Applicant Contact Information

The Culture Days funding request is from one of the following, located in the City of Yorkton (check one):

- Non-profit organization
- Private business
- Artist(s)
- Other, please list: _____

Name of Cultural Activity: _____

Organizer Contact Information

Name: _____

Organization/Business: _____

Phone Number: _____ Email: _____

Mail: _____

Event Details

Date of Activity: _____ Time of Activity: _____

Type of Activity:

- Virtual
- In person
- Hybrid (combination)

Is there a target audience? _____ If so, please note: _____





Expected participation numbers:

Organizers: _____

Artists/Cultural Workers: _____

Volunteers: _____

Audience/Participants: _____

Other, please list: _____

Children (1-12 years): _____

Youth (13-19 years): _____

Adult: _____

ALL ages: _____

TOTAL EXPECTED PARTICIPATION: _____

Will the event be free to attend?

Yes

No

Are there any partners you are working with? Please list who they are and their involvement (be brief):

Budget Details

Requests to a maximum of \$500 per applicant will be reviewed. Applicants should have the necessary funding in place to host the event when the request is made. Events will not be funded retroactively.

How much are you requesting? \$ _____

****Event budgets should attempt to pay artists appropriately, using CARFAC rates where applicable. If something is being provided in-kind, be sure to indicate that in your explanation****

100% of the total amount approved for an event will be forwarded to the applicant with confirmation of event implementation through a Final Report. Forms will be forwarded to successful applicants.

Revenue:

Description	Brief Detail	Budget
Culture Days Micro Grant		
Other Confirmed Sponsorship Request		
Other Pending Sponsorship Request		
Fundraising/Donations/Grants		
Partners Contributions		
Other:		
Total Revenue:		





Expenses:

Description	Brief Detail	Budget
Facility/Venue Rental Fee		
Artist/Cultural Worker Fees		
Materials		
Promotional Costs		
Equipment Rental		
Fees for hosting virtual Activities		
Cleaning/Sanitation supplies		
Other:		
Total Expenses:		

Your total budget (revenue and expenses) should equal zero. If you'd like, you can attach a copy of your complete event budget to this application.

Funding Requirements

Successful applicants will be required to complete the following:

- Submit your event on the <https://yorktonevents.com/> and the Culture Days website <https://culturedays.ca/en>
- Submit an invoice (based on the budget request) and a brief final report within fifteen (15) days of the event completion. Final Report forms will be forwarded to successful applicants. A refund will be requested from members that do not submit the required follow up report information or for unused funds or funds spent incorrectly.
- Acknowledge all events as official Culture Days Yorkton celebrations and identify the support of funders (Sask Lotteries, SaskCulture, and Recreation and Community Services) at every available opportunity, including but not limited to: media interviews, event introductions, advertising, print materials, website and social media platforms.

Culture Days Yorkton, Sask Lotteries, SaskCulture, and Recreation and Community Services logos are available by contacting us at culturedaysyorkton2020@gmail.com. All social media posts regarding Culture Days Yorkton should include a link to the Culture Days website at culturedays.ca and hashtags #culturedaysyorkton #culturedaysk #culturedays.

How will you recognize the funding partners (Sask Lotteries, SaskCulture, and Recreation and Community Services) and Culture Days Yorkton?

- Logos on poster
- Logos and acknowledgement in your program and/or banners
- Logos and acknowledgement in your social media promotion
- Speeches during event
- Acknowledgement through media coverage
- Other: _____

Please Note:

- **Events will not be funded retroactively.**
- **All decisions are final.**

This funding is provided in part by Sask Lotteries, as part of a SaskCulture Culture Days initiative.

