



## CULTURE DAYS EVENT MICRO GRANT APPLICATION

Culture Days will take place September 22nd through October 15th, 2023 for three glorious weeks of colour, creativity, and community! Culture Days programs invite the public to get hands-on and behind-the-scenes to highlight the importance of arts and culture in our communities.

Yorkton Culture Days Event Micro Grant supports activities that:

- Offer an engaging – whether in person or online – cultural experience for the public;
- Take place anytime during the period of Culture Days;
- Are designed to build a lasting commitment to cultural engagement;
- Are free of charge;
- Adhere to public health measures, should there be any.

Events and programs **must** also be linked to the “2023 Yorkton Culture Days” promotional plan.

**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.

***If you are partnering with any other organization, a letter of support from them is required.***

Culture Days Yorkton, Sask Lotteries, SaskCulture, and Recreation and Community Services logos are available by contacting us at [culturedaysyorkton2020@gmail.com](mailto:culturedaysyorkton2020@gmail.com). All social media posts regarding Culture Days Yorkton should include a link to the Culture Days website at [culturedays.ca](https://culturedays.ca) and hashtags **#culturedaysyorkton #culturedaysask #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, 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





### **Applicant Contact Information**

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

- |  |  |
|--|--|
| <input type="checkbox"/> Non-profit organization | <input type="checkbox"/> Artist(s)           |
| <input type="checkbox"/> Private business        | <input type="checkbox"/> Other, please list: |

Organizer: \_\_\_\_\_

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

Mailing address: \_\_\_\_\_

### **Event Details**

Name of Cultural Activity: \_\_\_\_\_

Location of Cultural Activity: \_\_\_\_\_

Date of Activity: \_\_\_\_\_ Time of Activity: \_\_\_\_\_

Type of Activity:

- Virtual
- In person
- Hybrid (combination)

Estimated Number of Participants for this activity: \_\_\_\_\_

Target Audience: *(Please select only ONE option below)*

- Children (1-12 years)
- Youth (13-19 years)
- Adult
- ALL ages

In the space below, please answer the following questions and, ***If you are partnering with any other organization, attach letter of support from them:***

- Brief Description;
- Purpose or objective of the activity;
- Materials

**Description of Activity:**





### Expense 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 **after the event** with confirmation of event implementation through a Final Report. Forms will be forwarded to successful applicants.

### Expense

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

### Revenue

Description	Brief Detail	Budget
Culture Days Micro Grant	<i>(Must match grant total above)</i>	
Other Confirmed Sponsorship Request		
Other Pending Sponsorship Request		
Fundraising/Donations/Grants		
Partners Contributions		
Other:		
<b>Total Revenue:</b>		

Name of Applicant:

Signature:

**Deadline for applications is Sunday, April 30.  
Submit your application to [parksandrec@yorkton.ca](mailto:parksandrec@yorkton.ca).**

They will be assessed based on how it serves the community, how it is organized and fits with the theme, and if it includes hiring Artists and/or Cultural Workers.



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