

November 7<sup>th</sup>, 2011

Dear Community Cultural Festivals and Celebrations Organizers,

As a result of Council Resolution GC-0507-2010 the process for grants to Community Cultural Festivals and Celebrations (CCFC) was reviewed prior to the launch of the 2012 grant season. As part of this review, Culture Division staff monitored comments, feedback and challenges faced by festival organizers. In addition, an on-line survey was sent to all CCFC grant recipients asking for comments on the funding process and a feedback meeting was held on September 12, 2011. Once all of the input was received, the Culture Division prepared a Corporate Report which was accepted by General Committee on November 2<sup>nd</sup>, 2011. The Corporate Report will be presented to Council on November 9<sup>th</sup>, 2011 for final approval.

The accepted Corporate Report details the Culture Division's recommended adjustments to be made to the 2012 CCFC grant program, based on the input received from the grant recipients. Specifically, it is recommended that cash grants, payable in two instalments of 75% prior to the festival and 25% following the event, be provided for the purpose of offsetting the established list of eligible costs associated with providing a clean, safe environment for festivals. In addition it is recommended the cost of renting a portable stage and costs associated with production technical support be included on the list of eligible costs. Culture Division staff also recommend that small, independent festivals eligible to receive a maximum grant of \$5,000 be required to only provide a balance sheet and profit and loss statement signed by two authorized signing officers of the organization or a certified accounting firm, instead of an audited financial statement. Culture Division staff will continue to monitor the grant process and seek feedback from festival organizers to ensure a clear and transparent process is in place that supports the great work done by the countless volunteers.

Groups meeting the basic definition of a festival, and the outlined terms of eligibility, detailed in the 2012 CCFC Guidelines, are able to apply for support from the Culture Division, City of Mississauga by way of the CCFC Grant Program. Council defines a festival as a community driven, volunteer supported not-for-profit organization operating under a democratically elected Board of Directors that is responsible for an annual event that runs for one full day or a number of consecutive days. Festivals are open to all residents, publicized across the city and have the potential of providing an economic benefit to the community.

Please note that the application forms will not be available on-line. A representative(s) of the festival must attend one of the mandatory meetings in order to receive a copy of the 2012 CCFC grant application. There are two meeting times scheduled for this purpose: **Thursday, November 10<sup>th</sup>, 6:00 p.m. to 8:00 p.m. OR Friday, November 11<sup>th</sup>, 1:00 p.m. to 3:00 p.m.** Both of the mandatory meetings will take place in the Central Library, 2<sup>nd</sup> Floor, classrooms 4 and 3 respectively. The **application deadline is Monday, December 12<sup>th</sup>, 2011 by 4:00 p.m.** Please note that applications received after this time and/or that are incomplete will be judged ineligible. All eligible applications will be reviewed by a peer assessment committee to determine funding eligibility. Funding will be announced in early 2011.

For further information please contact: [grantsinfo@mississauga.ca](mailto:grantsinfo@mississauga.ca) or 905 615-3200 X 5476.