

2022 WintercityYXE Micro-Grant Program

APPLICATION GUIDELINES

For projects taking place January 1, 2022 – March 31, 2022
Application deadline – anytime on or before January 4, 2022

Funding will be awarded through random draws in the following categories:

- Businesses
- Non-profit organizations or groups
- Neighbourhood Community Associations

Objective

The objective of the *WintercityYXE Micro-Grant Program* is to support initiatives that make Saskatoon a great place to live in the wintertime.

For more information or to discuss your application contact:

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The City of Saskatoon promotes fair and equitable practices in employment and the provision of services to all citizens of Saskatoon.

ABOUT THE PROGRAM

The City of Saskatoon's *WintercityYXE Grant Program* was created in 2017, and supports projects that further the goals and objectives of the *WintercityYXE Strategy*. There is \$50,000 in funding available for the *2022 WintercityYXE Micro-Grant Program*. Read more about *WintercityYXE* here: <https://www.saskatoon.ca/business-development/planning/community-plans-policies>.

PURPOSE OF THE GRANT

The purpose of the *WintercityYXE Micro-Grant Program* is to improve quality of life in Saskatoon in the winter months.

The goals of this grant program are:

- To build enthusiasm for winter;
- To provide comfort and accessibility in the winter; and,
- To celebrate the fun quality of winter life.

WHO CAN APPLY?

- Non-profit organizations, ad hoc groups, businesses, or for-profit organizations in Saskatoon.

WHO CAN'T APPLY?

- Individuals
- Applicants that do not have a minimum of \$2,000,000 liability and participant insurance for the proposed project.
- Applicants that have not met the terms and conditions of any funding program administered by the City of Saskatoon.

FUNDING

- The minimum grant available is \$500; the maximum is \$2,000.
- Only one project and one application for the *2022 WintercityYXE Micro-Grant Program* will be considered from a given applicant.

ELIGIBLE PROJECTS

- Projects that take place outside and meet at least one of the goals of the *2022 WintercityYXE Micro-Grant Program*. Some examples of projects include hosting outdoor events; creating outdoor patios or stores; creating large scale snow or ice sculptures; learn to programs, etc.

INELIGIBLE PROJECTS

- Projects that do not take place in Saskatoon.
- Projects that only take place indoors or online (projects may include an indoor or online/virtual component but cannot be exclusively indoors and/or online); and,
- Rink developments, improvements, or equipment (Neighbourhood Community Associations are encouraged to apply to the Rink Improvement Grant for support in this area)

ELIGIBLE EXPENSES

- All expenses for reimbursement must have receipts and occur within the grant period of January 1, 2022 – March 31, 2022.

INELIGIBLE EXPENSES

The following types of expenditures are not eligible and will not be reimbursed:

- Alcoholic beverages or cannabis; and,
- Rink developments, improvements, or equipment such as fence boards, lighting, snow blowers, etc.

PERMITS

Organized gatherings for the primary purpose of supporting community, culture, and/or recreation activities that are open to the public are considered special events. Anyone hosting a Special Event must complete an Outdoor Special Event Application:

www.saskatoon.ca/specialevents

Receipt of a *2022 WintercityYXE Micro-Grant* does not guarantee approval of a Special Event application.

ADJUDICATION PROCESS

All eligible applications will be entered into a draw based on their category. Applications will be drawn at random from each category and awarded funding until the available funds run out.

NOTIFICATION

Applicants will be informed by email of the results of their application by January 15th, 2022. The City maintains the right to withdraw a grant award, upon notice to the grant recipient, in the following circumstances:

- There was a major and significant change to the grant project without the prior approval of the City;
- Funding for the grant program becomes unavailable; or,
- Any other time when the City so determines.

ACKNOWLEDGEMENT

Grant recipients are required to acknowledge support from the City of Saskatoon and WintercityYXE in promotional materials and other materials for the project. Logos may only be used for the year in which the funding is provided. City of Saskatoon Funding Recognition guidelines can be found here:

https://www.saskatoon.ca/sites/default/files/documents/community-services/community-development/funding_recognition_guidelines.pdf.

PROCESSING

The City of Saskatoon will not accept and process applications that are:

- late;
- incomplete; or,
- submitted by a method other than email.

REPORTING AND PAYMENT PROCEDURES

Successful applicants are required to submit a completed **Follow-Up Report Form**, along with copies of receipts for eligible expenses, to the Community Services Department **within 30 days** of the completion of their project.

APPLICATION PROCESS

Email a completed copy of the application by January 4, 2022, to:

grants@saskatoon.ca

Label the subject line and the completed PDF of the application form as follows:

WintercityYXE Micro-Grant – *your organization name*

e.g. WintercityYXE Micro-Grant – Saskatoon Organization/Business