

## 2019 Culture Grant Program - Returning Applicants

### APPLICATION FORM

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Name of Organization: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Position with organization: \_\_\_\_\_

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

Non-Profit Incorporation #: \_\_\_\_\_ CADAC ID#: \_\_\_\_\_

Name of Insurance Company: \_\_\_\_\_ Policy #: \_\_\_\_\_  
*(Applicants are required to carry a minimum of \$5,000,000 in liability insurance)*

Total In Person Visits for 2018: \_\_\_\_\_ 2018 Revenue): \$ \_\_\_\_\_  
(CADAC Lines 1705 + 2160) (CADAC Line 4700)

Category (check one):     Arts Institution     Festival     Heritage Institution or Museum

#### Include the following information:

- Completed application form;
- Organization vision/mandate
- Organizational chart;
- Current list of Board members;
- Most recent Annual Report;
- Most recent Audited Financial Statements;
- CADAC Financial Form that includes the budget for the funding request year and financial information for the previous two years;
- CADAC Statistical form; include the most recent completed fiscal year;
- Program plans for the upcoming year (submit season brochure if applicable); and
- Deficit reduction plan if the organization's actual or budgeted accumulated deficit exceeds 10% of the projected revenue for the current fiscal year.

Note: if any of the above items are included in the Annual Report they do not need to be included again.

Email a completed copy of the application form and all required documents to: [grants@saskatoon.ca](mailto:grants@saskatoon.ca)

**No later than 4:30 pm April 1, 2019**

Label the email subject line and the completed PDF of the application form as follows:  
CG 2019 – *your organization name* e.g. CG 2019 – Saskatoon Community Organization

*Applicants will receive an email confirming their grant application has been received (please allow 2- 3 business days for confirmation).*

# Information Certification

## Freedom of Information and Protection of Privacy

The City of Saskatoon is committed to protecting the privacy and confidentiality of people's personal information. All personal information that is collected by the City is done so in accordance with *The Local Authority Freedom of Information and Protection of Privacy Act*. The information collected on this application will be used to administer the *Culture Grant Program*. De-identified, aggregate information will be used by Community Services for program planning and evaluation.

## Incident Notification

The Organization shall notify the City of any incident that it becomes aware of that may result in a claim against either the Organization or the City, including, but not limited to such losses as, property damage to City assets, third party property damage, injury or death of any Organization member, employee, instructor or volunteer and any third party bodily injury. The Organization shall provide the notification to the City within 7 days of the Organization becoming aware of the incident.

## Indemnity

The Organization hereby agrees to save harmless and indemnify the City of Saskatoon, its representatives, successors, assigns, servants, employees and agents against any and all claims, liabilities, demands, damages or rights or causes of action whatever, made or asserted by anyone arising out of or incidental to the application or to the use of any money or services provided to the Organization pursuant to the *Culture Grant Program*.

## Signature

In making this application, we the undersigned Board Members hereby represent to the City and declare that to the best of our knowledge and belief, the information provided in this application is truthful and accurate and the application is made on behalf of the above-named organization and with the Board of Director's full knowledge and consent.

## Warning

Any organization that intentionally or negligently makes or furnishes a false statement or misrepresentation on this application for the purposes of receiving a grant may not only have the grant denied but may be deemed ineligible for funding from any grant program administered by the City of Saskatoon for a length of time and on such terms as the City of Saskatoon, in its sole discretion, deems appropriate.

I/we solemnly declare that the information provided is true and the documents submitted in support of the application, if any, are genuine and have not been altered in any way.

I/we agree on behalf of the Organization that by submitting this application I/we are electronically signing the *Culture Grant* application as follows:

Name\*: \_\_\_\_\_  Board Member

Name\*: \_\_\_\_\_  Board Member  Executive Director

\*type in names; it is not necessary to submit actual signatures; two signatories are required (one must be a board member)