

Please read the Cultural Grant Guidelines & Eligibility Criteria before completing your application form.

Please note:

- Not all submissions meeting the criteria will receive a grant, as the level of support depends on the number of submissions received and available funds.
- A grant in any year is not to be considered a commitment by the Town of Tillsonburg to provide such assistance in future years.
- Deadlines for applications are two times annually, January 2 & July 2, to be considered for funding for that fiscal year.
- Applications can be submitted in hardcopy or electronically. Electronic submissions should be signed or followed by an original version.

For more information, please contact:

Patricia Phelps, Cultural Advisory Committee Staff Liason, Culture & Heritage Manager/Curator
Annandale National Historic Site 30 Tillson Ave, Tillsonburg, ON N4G 2Z8
(519) 842-2294 pphelps@tillsonburg.ca

Guidelines & Criteria

In general, Cultural Grants will be awarded only to initiatives that result in a unique contribution to the cultural life of the community or that promote activities in support of the artistic, historical or lifestyle heritage of the Town.

Eligibility Criteria for the program are:

1. Funding will be provided only to non-profit or not-for-profit organizations and committees.
2. Applicants for Cultural Grants must be located in the community or primarily provide cultural benefits for the Town of Tillsonburg.
3. The organization/committee must have been in existence for two (2) years and/or have demonstrated appropriate experience/expertise.
4. Funding will be provided only to festivals or events that include the arts as a significant component of their programming.
5. All events and festivals must be open to the public and publicized (if applicable).
6. Cultural Grants will be given to supplement current operating budgets and to reduce or eliminate existing deficits.
7. All successful applicants must acknowledge the contribution by the Town of Tillsonburg (Cultural Advisory Committee) when promoting their Project/Event.
8. All successful applicants will be required to submit a final report (to include use of grant funds) -1 month after the event to Patricia Phelps, Cultural Advisory Committee

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In addition to the above criteria, preference will be given to:

- Organizations or committees that demonstrate relevant experience and expertise;
- New and innovative events, community outreach, and/or education relating to Arts & Culture; and,
- Applications that have a variety of funding sources and that provide a detailed financial statement and budget for the event/initiative.

The determination of the amount of funding allocated will be based on:

1. Purpose for which funding is to be utilized;
2. Whether another level of government is presently subsidizing this purpose;
3. How the organization has managed funds in the past;
4. The per capita benefit to the community.

Process

Grant applications will be received and acknowledged by the Museum Curator or designate.

The Cultural Advisory Committee shall review all applications and supporting documentation to determine eligibility in accordance with the criteria established.

The Cultural Advisory Committee Liaison will advise ineligible applicants of the reason(s) why their application is deemed ineligible or request additional information in order to process the application.

The Staff Liaison or designate will advise the applicant of the Committee's decision and forward the grant amount if approved.

All applications are reviewed by committee to ensure the applications meet the eligibility criteria. If an application is deemed ineligible by the committee, the organization will be notified in a timely manner and the organization has 20 days to appeal to the committee in writing, to the Staff Liaison.

Following this process a group or individual may appeal to Council through the Council Delegation process by contacting the Deputy Clerk – clerks@tillsonburg.ca

Cultural Advisory Committee
Grant Application



Please enclose the following documents:

- A completed & signed application form (please ensure your answers are printed clearly and provide concise answers with brief descriptions)
- A list of your current Board of Directors or Committee Members
- Most recent Annual Report (if requested)
- Your Organization's audited financial statement or most recent financial statement endorsed by two (2) signing officials (if requested)

Return completed form to:

Tillsonburg Cultural Advisory Committee
c/o Patricia Phelps, Cultural Advisory Committee Staff Liaison,
Culture & Heritage Manager/Curator Annandale National Historic Site,
30 Tillson Ave, Tillsonburg, ON N4G 2Z8
(519) 842-2294
pphelps@tillsonburg.ca

Applicant information (please print):

Organization Forge Fest		
Contact Name Ben Address		
Address 28 Ball Street Tillsonburg, Ontario		Postal Code N4G2W6
Telephone 519-688-5060	Email Address mgmt@blacktoprecords.ca	
Project/Event Date(s)/Time(s)	Start Date 1:00PM Aug 25 2022	Completion Date 12:30AM Sept 25 2022
Is this a new Event? Yes ___ No <u>X</u>		
Have you received grants from the Tillsonburg Cultural Advisory Committee or its predecessor, the Cultural Commission in the past? If so when & how much? In June of 2022 Forge Fest received \$1100.		
Project/Event Title & Purpose Forge Fest is a multi-venue music and arts concert series that will be taking place at Station Arts Centre Tillsonburg on November 11th 2022. The concerts have several goals. The first goal is to provide opportunities for local artists to perform and promote themselves for a professional wage to new audiences in the community. Second, Forge Fest hopes to strengthen the appeal of Tillsonburg to touring artists from outside the community and make hosting them in our city		

financially viable and culturally impactful. Lastly, Forge Fest aims to invigorate the Tillsonburg music scene in general, creating a concert series and festival that will draw many people to our city. We have plans to grow Forge Fest each year so that it can become a tourist destination for music lovers across Southern Ontario. This particular showcase will also have themes that will educate and promote the history of Remembrance Day.	
<p>If an existing event, please provide a brief history</p> <p>Forge Fest took place as a multi venue music festival in July of 2018 & 2019 with over \$5000 donated to the Canadian Mental Health Association of Oxford both years. The COVID-19 pandemic canceled the festival in 2020 & 2021 and now it returns as a concert series in 2022 and eventually an all day music festival like the previous years. The last showcase was held in June with a donation of \$300 to CHMA Oxford.</p>	

<p>Project/Event Description</p> <p>Forge Fest is a multi-venue concert series that will be hosting international touring artist Danbert Nobacon (vocalist of the award winning band Chumbawamba from England) will be sharing the stage with local Tillsonburg artists at the Station Arts Centre on November 11th 2022. Patrons can buy tickets to get into the event, however the Copper Mug will be free to the public with a late show with more local artists from Tillsonburg, making this event very accessible for everyone. The festival is directed and curated by Blacktop Records' Ben Address, who has been promoting live music in and around Tillsonburg for over 15 years, and has also organized several festival events in Tillsonburg and Welland. Should the festival get more than the 40 patrons needed to break even, the festival will be donating all additional profits to a local charity.</p>																
<p>Benefits to Community From Project/Event</p> <ul style="list-style-type: none">- Local artists are given opportunities to promote themselves and perform for professional wages- Attracts customers to downtown businesses during the festival- Promotes Tillsonburg arts and culture to visiting patrons and also via on-line promotional campaigns- Focuses on youth engagement in the arts (Forge Fest offers ½ price tickets for those under 18)- Provides volunteer opportunities- Makes Tillsonburg a financially viable stop for larger touring musical acts- Overages in profits will be donated to support a local charity																
<p>Total Costs for Project/Event</p> <table><thead><tr><th colspan="3">Explanation/Itemization of costs</th></tr><tr><th>Item</th><th>Amount</th><th>Comments</th></tr></thead><tbody><tr><td>Promotional costs</td><td>\$100</td><td>- mostly targeted on-line ad campaigns</td></tr><tr><td>Printing</td><td>\$100</td><td>- tickets, posters, wristbands, flyers</td></tr><tr><td>Production</td><td>\$200</td><td>- sound rental, sound engineer, lights</td></tr></tbody></table>	Explanation/Itemization of costs			Item	Amount	Comments	Promotional costs	\$100	- mostly targeted on-line ad campaigns	Printing	\$100	- tickets, posters, wristbands, flyers	Production	\$200	- sound rental, sound engineer, lights	
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Venue rental fees	\$100	
Artists fees	\$600	
Admin Fees	\$100	- pays admin fees for grant writer
TOTAL	\$1200	
Amount of Grant Request \$600		
Other Sources of Funding Received or will receive for this Project/Event		
Federal	\$	
Provincial	\$	
Municipal	\$	
Private	\$ 200 (\$200 from the venues that will host after events)	
Other	\$ 300 - In-kind donations from Blacktop Records (providing printed materials and some production personnel)	
Other	\$ 825 Estimated admission revenue (50x adult tickets @\$15, 10x youth @\$7.50)	
TOTAL	\$1325	
Please list how & where the Project/Event will be promoted/advertised		
<p>This project will be advertised through targeted on-line ad campaigns (Facebook, Instagram, Twitter). The festival is partnered with local musical promotions organization Tillsonburg Scene, which has a very wide on-line reach and will aid in reaching a wide audience of potential patrons. Additionally, posters and handbills will be available at key locations across Tillsonburg. Venues hosting events will help to advertise shows taking place at their locations and by selling advanced physical tickets. Online tickets will also be available on Eventbrite.</p>		