



# **Executive Committee**

**Wednesday, March 14, 2018  
11:45 AM**

**Henry Baker Hall, Main Floor, City Hall**



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OFFICE OF THE CITY CLERK

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**Public Agenda  
Executive Committee  
Wednesday, March 14, 2018**

**Approval of Public Agenda**

**Adoption of Minutes**

Executive Committee - Public - Feb 14, 2018 11:45 AM

**Administration Reports**

EX18-4 Delegation of Authority for Tax Agreement

**Recommendation**

**RECOMMENDATION OF THE EXECUTIVE COMMITTEE  
- FEBRUARY 14, 2018**

1. That City Council delegate authority to the Executive Director of City Planning and Development or their delegate to finalize and approve a five-year agreement with the Government of Saskatchewan for collection and distribution of education property taxes as further described in this report.
2. That City Council delegate authority to the Executive Director, City Planning and Development or their delegate to extend the initial five-year agreement on similar terms for a further five years should the terms continue to be satisfactory to the City of Regina.
3. That the City Clerk be authorized to execute the agreement with the Government of Saskatchewan in a form approved by the City Solicitor.
4. That this report be submitted to the March 26, 2018 City Council meeting for approval.

EX18-5 Delegation of Authority for Tax Agreement – Regina Roman Catholic Separate School Division No. 81

**Recommendation**

**RECOMMENDATION OF THE EXECUTIVE COMMITTEE  
- FEBRUARY 14, 2018**



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## OFFICE OF THE CITY CLERK

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1. That City Council delegate authority to the Executive Director, City Planning and Development or their delegate to finalize and approve a five-year agreement with the Regina Roman Catholic Separate School Division No.81 for collection and distribution of separate school education property taxes as further described in this report.
2. That City Council delegate authority to the Executive Director, City Planning and Development or their delegate to extend the initial five-year agreement on similar terms for a further five years should the terms continue to be satisfactory to the City of Regina.
3. That the City Clerk be authorized to execute the agreement with the Regina Roman Catholic Separate School Division in a form approved by the City Solicitor.
4. That this report be submitted to the March 26, 2018 City Council meeting for approval.

EX18-6      2018 Special Event Major Grants

### **Recommendation**

1. That the following community investment grants totalling \$91,500 be approved:
  - a) Circle Project Association Inc. - \$14,000 for the 21<sup>st</sup> Annual National Aboriginal Day Celebration;
  - b) Regina Multicultural Council Inc. - \$35,000 for Mosaic: A Festival of Cultures; Transportation;
  - c) Regina Canada Day Committee - \$22,500 for Regina Canada Day 2018 Celebration; and,
  - d) Sakewewak First Nations Artists' Collective Inc. - \$20,000 for the 40<sup>th</sup> Annual First Nations University of Canada Powwow
2. That the funding for these grants be provided in the amount of \$91,500 from the approved 2018 General Operating Budget allocated for Other Executive Committee Grants

### **Resolution for Private Session**

AT REGINA, SASKATCHEWAN, WEDNESDAY, FEBRUARY 14, 2018

AT A MEETING OF EXECUTIVE COMMITTEE

HELD IN PUBLIC SESSION

AT 11:45 AM

**These are considered a draft rendering of the official minutes. Official minutes can be obtained through the Office of the City Clerk once approved.**

Present: Councillor Lori Bresciani, in the Chair  
Mayor Michael Fougere  
Councillor Sharron Bryce  
Councillor Jerry Flegel (Teleconference)  
Councillor Bob Hawkins  
Councillor Jason Mancinelli  
Councillor Mike O'Donnell  
Councillor Andrew Stevens  
Councillor Barbara Young

Regrets: Councillor Joel Murray  
Councillor John Findura

Also in Attendance: City Clerk, Jim Nicol  
A/Deputy City Clerk, Amber Ackerman  
City Manager, Chris Holden  
City Solicitor, Byron Werry  
Executive Director, City Planning & Development, Diana Hawryluk  
Executive Director, City Services, Kim Onrait  
Executive Director, Financial & Corporate Services, Barry Lacey  
Executive Director, Transportation & Utilities, Karen Gasmol  
Chief of Police, Evan Bray  
Director, Communications & Customer Experience, Alan Clay  
Director, Fire and Protective Services, Layne Jackson  
Senior Advisor, Government & Indigenous Relations, Sheila Harmatiuk

APPROVAL OF PUBLIC AGENDA

**Councillor Sharron Bryce moved, AND IT WAS RESOLVED, that the agenda for this meeting be approved, as submitted.**

ADOPTION OF MINUTES

**Councillor Bob Hawkins moved, AND IT WAS RESOLVED, that the minutes for the meeting held on January 17, 2018 be adopted, as circulated.**

ADMINISTRATION REPORTS

EX18-3 Cannabis Legalization - Municipal Preparedness Plan

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**Recommendation**

1. That Council approve the issuance of the Saskatchewan Liquor and Gaming Authority's (SLGA) (six) cannabis retail store permits to private retail operators in Regina.
2. That the Administration develop options for municipal regulation of cannabis in relation to business licensing, zoning and community standards within the City of Regina (City).
3. That, in the event that the Government of Saskatchewan does not introduce regulations that prohibit smoking cannabis in indoor public places, Administration will report to Council with proposed amendments to *The Smoking Bylaw*, Bylaw 2017-20, regarding the smoking of cannabis in indoor public places.
4. That the Mayor, on behalf of City Council, write to the Premier of Saskatchewan to formally request that the revenue from cannabis be provided to the City to recoup all costs incurred.
5. That this report be forwarded to the February 26, 2018 City Council meeting for approval.

**Mayor Michael Fougere moved that the recommendations contained in the report be concurred in.**

**Mayor Michael Fougere moved, in amendment, ANT IT WAS RESOLVED, that the Minister of Justice be added to recommendation #4.**

**Councillor Andrew Stevens moved, in amendment, that recommendation #4 be further amended as follows:**

4. That the Mayor, on behalf of City Council, write to the Premier of Saskatchewan and the Minister of Justice to formally request that the revenue from cannabis be provided to the City to recoup all costs incurred and request provisions to the Cities Act be made that would enable municipalities introduce sales tax on recreational cannabis.

**Councillor Stevens amendment was put and declared LOST.**

**Councillor Barbara Young moved, in amendment, AND IT WAS RESOLVED, that the City of Regina ask the Provincial Government to be cognizant of the research on recreational cannabis use on brain development in youth when setting age limits for use province wide.**

**The main motion, as amended, was put and declared CARRIED.**

RESOLUTION FOR PRIVATE SESSION

Resolution for Private Session

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**Councillor Sharron Bryce moved, AND IT WAS RESOLVED, that in the interest of the public, the remainder items on the agenda be considered in private.**

RECESS

**Councillor Barbara Young moved, AND IT WAS RESOLVED, that the Committee recess for 10 minutes.**

The meeting recessed at 1:41 p.m.

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Chairperson

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Secretary

March 14, 2018

To: Members  
Executive Committee

Re: Delegation of Authority for Tax Agreement

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RECOMMENDATION

**RECOMMENDATION OF THE EXECUTIVE COMMITTEE  
- FEBRUARY 14, 2018**

1. That City Council delegate authority to the Executive Director of City Planning and Development or their delegate to finalize and approve a five-year agreement with the Government of Saskatchewan for collection and distribution of education property taxes as further described in this report.
2. That City Council delegate authority to the Executive Director, City Planning and Development or their delegate to extend the initial five-year agreement on similar terms for a further five years should the terms continue to be satisfactory to the City of Regina.
3. That the City Clerk be authorized to execute the agreement with the Government of Saskatchewan in a form approved by the City Solicitor.
4. That this report be submitted to the March 26, 2018 City Council meeting for approval.

*EXECUTIVE COMMITTEE – FEBRUARY 14, 2018*

The Committee adopted a resolution to concur in the recommendation contained in the report.

Mayor Michael Fougere, Councillors: Lorri Bresciani (Chairperson), Sharron Bryce, Jerry Flegel (Teleconference), Bob Hawkins, Jason Mancinelli, Mike O'Donnell, Andrew Stevens and Barbara Young were present during consideration of this report by the Executive Committee.

The Executive Committee, at the **PRIVATE** session of its meeting held on February 14, 2018, considered the following report from the Administration:

RECOMMENDATION

1. That City Council delegate authority to the Executive Director of City Planning and Development or their delegate to finalize and approve a five-year agreement with the Government of Saskatchewan for collection and distribution of education property taxes as

further described in this report.

2. That City Council delegate authority to the Executive Director, City Planning and Development or their delegate to extend the initial five-year agreement on similar terms for a further five years should the terms continue to be satisfactory to the City of Regina.
3. That the City Clerk be authorized to execute the agreement with the Government of Saskatchewan in a form approved by the City Solicitor.
4. That this report be submitted to the March 14, 2018 public session of the Executive Committee meeting and March 26, 2018 City Council meeting for approval.

## CONCLUSION

As a result of legislative changes, the City of Regina (City) must end its existing arrangement with the school boards for collection and remittance of education property taxes and replace this with a new arrangement with the Government of Saskatchewan (Government). *The Education Property Tax Act* and *The Education Property Tax Regulations* now require that education property taxes be paid directly to the Government. However, this legislation permits the Government and the City to enter into an agreement for the collection and remittance of education property taxes. In this regard, the Administration is negotiating an agreement with the Government, which is to be effective January 1, 2018 for a period of five years and then after which may be renewed for a further five years. This agreement is similar to the arrangement the City previously had with the school boards. The Administration seeks the approval of City Council to delegate authority to the Executive Director of City Planning and Development to approve the agreement, including the authority to later renew the agreement.

## BACKGROUND

Historically, education property taxes have been paid by the City directly to the Regina Public School Board and the Regina Separate School Board. The City had a letter of understanding with both school boards regarding collection and payment of education property taxes. Under this arrangement, the City paid the school boards the levy as billed. This meant the boards were paid the full levy even if it was not collected by the City. The City retained an administration fee of 1.8 per cent of the levy and all interest and penalties collected, as well as, any revenue from tax enforcement land sales or leases.

Under the new legislation, taxes are required to be remitted to the Government directly and an administration fee is no longer able to be charged.

## DISCUSSION

*The Education Property Tax Act* (Act) which was passed on April 27, 2017 governs the calculation, collection and payment of education property taxes. *The Education Property Tax Regulations* (Regulations) which were passed at the end of December 2017 set out the details as to the collection and payments of education property taxes including the ability to enter into agreements with the Government. This legislation came into effect on January 1, 2018.

The Act and Regulations require the City to collect and remit education property taxes directly to the Government. Section 6 of the Act and Section 12 of the Regulations allow for the City to enter into an agreement with the Government to do the following: establish penalties for non-compliance; rules regarding the abatement or exemption of school taxes or tax arrears; the process for collecting school tax arrears; how payments will be made to the Government; a deadline for submission of payments to the Government; rules for adjustment of revenue; terms or conditions with respect to the continuation, amendment or termination of the agreement; and any other provisions the municipality and the Government agree would be necessary or beneficial for the agreement.

Administration is working with the Government to establish an agreement that will allow the City to continue to use current processes of paying and reporting education property taxes similar to the arrangement the City had with the school boards.

In summary, the Agreement with the Government provides for the following:

- The City will provide the Government with the full amount of the education property taxes that are levied;
- The City will remit the education property taxes to the Government on a monthly basis based on the previous year's collection pattern. This amount will be reconciled with the actual amount levied at the end of the year;
- In exchange for providing the Government with the full levy; the City will receive the benefit of retaining all penalties and interest collected by the City (normally the interest and penalties would be shared with the Government) and the City will retain all revenue received through the tax enforcement process including revenue received on the sale or lease of any land;
- The City will not be required to separately record and report on interest and penalties for the education property taxes as the interest and penalties will be retained by the City;
- The City will remit grants in lieu of property tax to the Government in the month after they are received.
- The amount of the education property taxes paid will be adjusted to account for any assessment appeal losses or wins.
- Exemptions, abatements, cancellations, reductions, refunds or deferrals of education property taxes will be administered in accordance with the Act, sections 9, 10, and 11 of the Regulations, and *The Cities Act*.

With the exception of the administration charge and exemptions, the above mirrors the arrangement that the City has had with the school boards for decades. Sections 9, 10, and 11 of the Regulations outline the conditions under which the City can exempt, abate, cancel, reduce, refund or defer education property taxes. The City must provide exemptions in accordance with the Regulations.

While the agreement would result in the City taking on the collection risk, this is not new as this coincides with the previous arrangement with the school boards. This collection risk has historically been low due to the City's efficient collection efforts. The benefits of retaining the interest and penalties collected is sufficient to offset the collection risk. Further, the City is legislated to collect outstanding taxes and arrears on behalf of the Government. If no agreement is in place, the City would bear the administrative costs of collections, without the benefit of retaining the penalties.

If the City does not enter into an agreement with the Government, significant changes will have to be made to the assessment and taxation system to meet legislative requirements. The Act outlines penalties for non-compliance and the City could incur financial penalties if it is unable to meet the requirements.

Because of this, as well as the ongoing benefits the City has received under its previous arrangement with the school boards, the Administration recommends proceeding with an agreement with the Government.

## RECOMMENDATION IMPLICATIONS

### Financial Implications

The new legislation does not allow for an administration fee to be charged for any services or duties required as part of the Act. Previously an administration fee of 1.8 per cent of the education property tax levy was charged to the school boards for services provided. This reduction in revenue has been reflected in the 2018 budget. The 2017 administration fee was \$2,380,385.

For the same reasons it is preferable to enter into an agreement with the Government-the current systems do not function in the manner required to report education property tax levies and penalties as outlined in legislation-it is not feasible to determine the exact financial impact of not entering into this agreement.

### Environmental Implications

None with respect to this report.

Policy and/or Strategic Implications

None with respect to this report.

Other Implications

Changes to legislation are beyond the control of the City. *The Education Property Tax Act* and *The Education Property Tax Regulations*, came into effect January 1, 2018. If the City does not enter into an agreement with the Government, it must comply with the legislation. Current systems do not allow compliance and the City may be subject to financial penalties.

Accessibility Implications

None with respect to this report.

COMMUNICATIONS

None with respect to this report.

DELEGATED AUTHORITY

The recommendations contained in this report require City Council approval.

Respectfully submitted,

EXECUTIVE COMMITTEE



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Jim Nicol, Secretary

March 14, 2018

To: Members  
Executive Committee

Re: Delegation of Authority for Tax Agreement – Regina Roman Catholic Separate School  
Division No. 81

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RECOMMENDATION

**RECOMMENDATION OF THE EXECUTIVE COMMITTEE  
- FEBRUARY 14, 2018**

1. That City Council delegate authority to the Executive Director, City Planning and Development or their delegate to finalize and approve a five-year agreement with the Regina Roman Catholic Separate School Division No.81 for collection and distribution of separate school education property taxes as further described in this report.
2. That City Council delegate authority to the Executive Director, City Planning and Development or their delegate to extend the initial five-year agreement on similar terms for a further five years should the terms continue to be satisfactory to the City of Regina.
3. That the City Clerk be authorized to execute the agreement with the Regina Roman Catholic Separate School Division in a form approved by the City Solicitor.
4. That this report be submitted to the March 26, 2018 City Council meeting for approval.

*EXECUTIVE COMMITTEE - FEBRUARY 14, 2018*

The Committee adopted a resolution to concur in the recommendation contained in the report.

Mayor Michael Fougere, Councillors: Lorri Bresciani (Chairperson), Sharron Bryce, Jerry Flegel (Teleconference), Bob Hawkins, Jason Mancinelli, Mike O'Donnell, Andrew Stevens and Barbara Young were present during consideration of this report by the Executive Committee.

The Executive Committee, at the **PRIVATE** session of its meeting held on February 14, 2018, considered the following report from the Administration:

RECOMMENDATION

1. That City Council delegate authority to the Executive Director, City Planning and

Development or their delegate to finalize and approve a five-year agreement with the Regina Roman Catholic Separate School Division No.81 for collection and distribution of separate school education property taxes as further described in this report.

2. That City Council delegate authority to the Executive Director, City Planning and Development or their delegate to extend the initial five-year agreement on similar terms for a further five years should the terms continue to be satisfactory to the City of Regina.
3. That the City Clerk be authorized to execute the agreement with the Regina Roman Catholic Separate School Division in a form approved by the City Solicitor.
4. That this report be submitted to the March 14, 2018 public meeting of the Executive Committee and the March 26, 2018 City Council meeting for approval.

### CONCLUSION

This report contains the additional information received after report E18-1: Delegation of Authority for Tax Agreement was written.

The Regina Roman Catholic Separate School Division No.81 (RCSD) passed a bylaw enabling it to determine its own separate school division tax. As per *The Education Property Tax Act* (Act), if a separate school division determines its own separate school division tax, the municipality collecting the tax on its behalf must remit the taxes directly to that school division.

The agreement outlined in E18-1 will not cover the City of Regina's (City) obligations for taxes collected on behalf of and remitted to the RCSD. In addition to the agreement outlined in E18-1, administration will negotiate an agreement with the RCSD that will mirror the agreement with the Government of Saskatchewan (Government) for the collection and remittance of education property taxes. The Administration seeks the approval of City Council to delegate authority to the Executive Director of City Planning and Development to approve the agreement, including the authority to extend the agreement for a further five years.

### BACKGROUND

As discussed in E18-1, *The Education Property Tax Act* (Act) governs the calculation, collection and payment of education property taxes. *The Education Property Tax Regulations* (Regulations) set out the details for the collection and payment of the taxes. This legislation came into effect on January 1, 2018.

The Act permits separate school divisions to pass a bylaw and to determine their own separate school division tax. Section 10(2) of the Act outlines the requirements for the collection and remittance of the separate school division tax if it is determined.

On January 16, 2018, the City received notice that the RCSD passed a bylaw enabling it to determine its own separate school division tax. This was done in accordance with the Act and means that, if a separate school division tax is determined by the RCSD, the City will collect and remit the separate school education property taxes directly to the RCSD as outlined in the legislation unless an agreement between the City and the RCSD is reached.

## DISCUSSION

If a separate school division tax is determined administration will work with the RCSD to establish an agreement that will mirror the agreement with the Government outlined in E18-1. It is intended that the proposed agreement will allow the City to continue to use current processes of paying and reporting separate school education property taxes to the RCSD.

In summary, the Agreement with the RCSD would provide for the following:

- The City will provide the RCSD with the full amount of the education property taxes that are levied on their behalf;
- The City will remit the education property taxes to the RCSD on a monthly basis based on the previous year's collection pattern. This amount will be reconciled with the actual amount levied at the end of the year;
- In exchange for providing the RCSD with the full levy; the City will receive the benefit of retaining all penalties and interest collected by the City (normally the interest and penalties would be shared with the RCSD) and the City will retain all revenue received through the tax enforcement process including revenue received on the sale or lease of any land;
- The City will not be required to separately record and report on interest and penalties for the education property taxes as the interest and penalties will be retained by the City;
- The City will remit grants in lieu of property tax to the RCSD in the month after they are received;
- The amount of the education property taxes paid will be adjusted to account for any assessment appeal decisions;
- Exemptions, abatements, cancellations, reductions, refunds or deferrals of education property taxes will be administered in accordance with the Act, sections 9, 10, and 11 of the Regulations, and *The Cities Act*.

With the exception of the administration charge and exemptions, the above mirrors the arrangement that the City has had with the school boards for decades.

The benefits, risks and implications of entering into an agreement with the RCSD are the same as those discussed in E18-1 for the recommended Agreement with the Government. In summary, if

the City does not enter into an agreement with the RCSD, it must comply with the legislation. Current systems do not allow compliance and the City may be subject to financial penalties; therefore, the Administration recommends proceeding with an agreement with the RCSD.

## RECOMMENDATION IMPLICATIONS

### Financial Implications

The new legislation does not allow for an administration fee to be charged for any services or duties required as part of the Act. Previously an administration fee of 1.8 per cent of the education property tax levy was charged to the school boards for services provided. The total 2017 administration fee to the school boards was \$2,380,385, \$738,347 of which was charged to the RCSD. This reduction in revenue has been reflected in the 2018 budget.

For the same reasons it is preferable to enter into an agreement with the Government, (the current system does not function in the manner required to report education property tax levies and penalties as outlined in legislation) it is not feasible to determine the exact financial impact of not entering into this agreement.

### Environmental Implications

None with respect to this report.

### Policy and/or Strategic Implications

None with respect to this report.

### Other Implications

Changes to provincial legislation are beyond the control of the City. *The Education Property Tax Act* and *The Education Property Tax Regulations* came into effect January 1, 2018. If a separate school tax is determined and the City does not enter into an agreement with the RCSD, it must comply with the legislation. The current tax and assessment system does not allow compliance and the City may be subject to financial penalties.

### Accessibility Implications

None with respect to this report.

## COMMUNICATIONS

None with respect to this report.

DELEGATED AUTHORITY

The recommendations contained in this report require City Council approval.

Respectfully submitted,

EXECUTIVE COMMITTEE

A handwritten signature in black ink, appearing to read "Jim Nicol", written in a cursive style.

Jim Nicol, Secretary

March 14, 2018

To: Members  
Executive Committee

Re: 2018 Special Event Major Grants

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RECOMMENDATION

1. That the following community investment grants totalling \$91,500 be approved:
  - a) Circle Project Association Inc. - \$14,000 for the 21<sup>st</sup> Annual National Aboriginal Day Celebration;
  - b) Regina Multicultural Council Inc. - \$35,000 for Mosaic: A Festival of Cultures; Transportation;
  - c) Regina Canada Day Committee - \$22,500 for Regina Canada Day 2018 Celebration; and,
  - d) Sakewewak First Nations Artists' Collective Inc. - \$20,000 for the 40<sup>th</sup> Annual First Nations University of Canada Powwow
  
2. That the funding for these grants be provided in the amount of \$91,500 from the approved 2018 General Operating Budget allocated for Other Executive Committee Grants

CONCLUSION

It is recommended that a total of \$91,500 in Special Event Major Grants funding be approved to contribute to annual events that Regina residents have enjoyed for many years and to several celebrations that enhance the vibrancy and unique identity of Regina.

BACKGROUND

The Special Event Major Grant Program supports local events planned by non-profit organizations with the intention of building community pride and spirit. Eligible events are described as:

- (i) One-time or first-time events that celebrate, preserve, and enhance Regina's identity by commemorating notable people, places and events, symbols and anniversaries; or
- (ii) Local events that promote the values of citizenship and identity on nationally recognized days (including Canada Day, National Aboriginal Day, and Remembrance Day); or
- (iii) Re-occurring events that have an established history of City-service support (e.g., transit services).

This program complements funding provided to organizations through the Community Investment Grant Program's (CIGP) Culture, Sport and Recreation, and Social Development funding streams for core operations, programming, annual events and activities, and special

initiatives that are aligned with the City's objectives and priorities.

Four applications have been received for events to be held in 2018:

- Appendix A: Circle Project Association Inc. has requested \$14,000, for the 21<sup>st</sup> Annual National Aboriginal Day Celebration, taking place on June 21, 2018;
- Appendix B: Regina Multicultural Council Inc. has requested \$50,000, for Mosaic: A Festival of Cultures; Transportation, taking place May 31 - June 2, 2018;
- Appendix C: Regina Canada Day Committee. has requested \$35,000 for the Regina Canada Day 2018, taking place June 30 - July 1, 2018;
- Appendix D: Sakewewak First Nations Artists' Collective Inc. has requested \$25,000 for the 40<sup>th</sup> Annual First Nations University of Canada Powwow, taking place April 19 -22, 2018.

All applications qualify for funding under the eligibility criteria above.

## DISCUSSION

The Special Events stream of the Community Investment Grant Program provides funding for events that contribute to Regina's vibrancy. This report marks submissions received for the first of three deadlines for Special Events Major in 2018; the others occur on March 31, 2018 and August 30, 2018.

These applications for the Special Events Major Grant Program were received prior to the January 31 deadline, and they are eligible for funding. The Community Services Department convened an adjudication panel to assess of the merits of each application. In addition to Community Services Department staff with culture, inclusion, sport and recreation, and granting expertise, the panel also included staff from the Communications Department with marketing and branding expertise.

The panel met in February to assess the applications against the program's assessment criteria, including organizational strength, program merit, community need, community impact, accessibility and financial need, as well as to make recommendations on funding.

The following table provides a summary of the requests and recommendations.

Organization	Event	2017 Special Event Grant	2018 Total Expenses	2018 Eligible Expenses	2018 Dollars Requested	2018 Dollars Recommended
Circle Project Association Inc.	21 <sup>st</sup> Annual National Aboriginal Day Celebration	\$12,000	\$72,800	\$72,450	\$14,000	\$14,000
Regina Multicultural Council Inc.	Mosaic: A Festival of Cultures; Transportation	\$35,000	\$204,600	\$202,600	\$50,000	\$35,000
Regina Canada Day Committee	Regina Canada Day 2018 Celebrations	\$40,000 (Canada 150) \$22,500 (2016)	\$280,800	\$260,800	\$35,000	\$22,500
Sakewewak First Nations Artists' Collective Inc.	40 <sup>th</sup> Annual First Nations University of Canada Powwow	--	\$223,475	\$122,150	\$25,000	\$20,000

### **The Circle Project Association Inc - 21<sup>st</sup> Annual National Aboriginal Day Celebration**

National Aboriginal Day (National Indigenous Peoples Day) is a nationally recognized day celebrated annually on June 21<sup>st</sup>, and the Circle Project's event is the major community led celebration in Regina. It complements activities led by the City of Regina in Victoria Park.

The Circle Project's NAD event takes place in the heart of the North Central community and has a history of strong attendance and some key partnerships. In 2018, Circle Project will increase the profile of Metis culture, including a partnership with the Gabriel Dumont Institute Museum on a new exhibit that will be presented that day. The event is entirely free and geared towards families and community members.

In 2017, the Circle Project Association Inc. received \$26,400 in Community Partner Funding from the Community Investment Grant Program for core programming which focuses on providing support services for the health, safety and well being of indigenous people in the community. As the NAD celebration is outside of Circle Project Associations core programming they also received \$12,000 for the 2017 NAD event. The adjudication panel recommends funding the Circle Project's increased request of \$14,000 in 2018 due to the importance of the event to the Regina community and the increase in scope to include a greater focus on Metis culture. This event also supports a number of the Cultural Plan objectives such as, to *strengthen the Indigenous community's cultural presence in Regina* and *promote intercultural relations*.

### **Regina Multicultural Council Inc - Mosaic: A Festival of Cultures Transportation**

Mosaic: A Festival of Cultures is in its 51<sup>st</sup> year. The City of Regina has historically funded transit services for the event, to move participants safely between pavilions during the festival. In 2017, RMC received \$20,000 in Community Partner Funding from the Community Investment Grant Program, as well as \$35,000 in Special Event Funding for transit services at

Mosaic. In recent years the cost of transit services has increased for the festival, and the Regina Multicultural Council has managed the increased cost by applying revenues generated through the event. In its application, RMC projects a profit from the festival again in 2018. As a result the adjudication panel did not recommend an increase to transit funding in 2018.

Mosaic is focused on creating awareness of the variety of cultures that exist within the Regina community. It celebrates and enhances Regina's identity by commemorating people's ethnic heritage through cultural activities, such as food and dance. Many of RMC's member groups rely on the festival to raise the profile of their organizations. The festival attracts a large amount of attention and has a broad target audience, including youth and families. Mosaic is also aligned with the Cultural Plan objectives *to ensure resources are supportive of Regina's immigrant history and promote intercultural relations.*

The organization has received a consistent level of support from the City through Community Partner Funding. Although the organization of the event Mosaic: A Festival of Cultures is considered core to the organizations programming and funded through the Community Partner Program, transportation for the event is not and has historically been funded through the Special Event Program.

#### **Regina Canada Day Committee - Regina Canada Day 2018**

The Regina Canada Day Committee has organized Canada Day activities in Wascana Park for many years. The celebrations are free and open to the public, and efforts are made to ensure an inclusive and accessible atmosphere. Canada Day is also aligned with the Cultural Plan objectives *to promote intercultural relations, address the cultural needs of newcomers and improve awareness and access to the arts and cultural resources.*

In 2017 the scope of the Committee's activities broadened significantly for the celebrations to mark Canada 150. In 2016 and 2017 the City's funding levels for the Committee increased in recognition of the larger scope of the event and the organizational capacity required to successfully deliver activities at that scale. Specifically, to support Canada 150 celebrations, the Committee received Community Investment Grant Program Special Event Funding of \$40,000 in 2017. The Regina Canada Day Committee was advised in 2016 and 2017 that the City would not be able to maintain funding at those levels, and to expect that funding would return to 2016 amounts. In 2018 the adjudication panel recommends funding of \$22,500. The Canada Day Committee cites in its application rising policing costs as the reason for their requested increase in funding. This is not unique to this organization. Administration has heard from other organizations experiencing these pressures, however the City does not have sufficient capacity in its grant program to offset the costs of Regina Police Service for events.

#### **Sakewewak First Nations Artists' Collective Inc - 40<sup>th</sup> Annual First Nations University of Canada Powwow**

Sakewewak is a leader in the Regina community in ensuring the voices and practices of Indigenous artists have space and support. In 2017, the organization was awarded Annual Activity Funding through the Community Investment Grant Program, of \$5,000. In 2018, Sakewewak has partnered with the First Nations University of Canada (FNUC) Powwow in presentation of the 40<sup>th</sup> anniversary of the Powwow.

The FNUC Powwow is one of the longest-running and largest events of its kind in Saskatchewan. It is a celebration of First Nations music, dance, craft and other cultural expression, and organizers work to create a welcoming event for people of all cultures, and where knowledge and understanding between cultures can be increased. For the 40<sup>th</sup> Anniversary there are several new activities planned including a full day Youth Symposium on Reconciliation for youth from Regina and the surrounding area.

The adjudication panel noted the significant anniversary for the event in 2018, and alignment with Regina's Cultural Plan objectives to *strengthen the Indigenous community's cultural presence in Regina* and *promote intercultural relations*. The panel recommends one-time funding of \$20,000 in 2018.

## RECOMMENDATION IMPLICATIONS

### Financial Implications

The allocation for Other Executive Grants is \$205,000. Of the approved \$205,000 total budget, \$122,700 is allocated to fund the Major Special Events Program.

If the recommended community investment grants funding totaling \$91,500, is approved, the Special Events Major program budget will have \$31,200 remaining for the two subsequent application deadlines.

### Environmental Implications

There are no environmental implications with the recommendations of this report.

### Policy and/or Strategic Implications

The mission of the City's Community Investment Grants Program is to fund community non-profit organizations to deliver programs, projects, and services that align with the City's priorities, to have a clear community impact and to respond to community needs.

If approved, these special event grants will activate public space, engage Regina residents in new cross-cultural experiences, and in many cases provide a source of income to local artists and cultural workers. As such, the recommendations in this report support achievement of the goals of Regina's Cultural Plan.

### Other Implications

There are no other implications as a result of this report.

### Accessibility Implications

There are no accessibility implications as a result of this report.

## COMMUNICATIONS

Grant recipients are required to recognize the City of Regina as a funding provider. The organizations will work with the Communications Department to arrange recognition and usage of the proper logo.

DELEGATED AUTHORITY

The disposition of this report is within the authority of Executive Committee.

Respectfully submitted,

Respectfully submitted,



Laurie Shalley, Director  
Community Services

Kim Onrait, Executive Director  
City Services

Report prepared by:  
Emmaline Hill, Manager, Community & Cultural Development  
Travis Holt, Community Investment Policy Analyst  
Haley Bolen, Community Consultant, Event & Community Programs



City of Regina

## COMMUNITY INVESTMENT GRANTS PROGRAM

# SPECIAL EVENT GRANT (MAJOR) 2018 GUIDELINES & APPLICATION PACKAGE

(Over \$5,000 - \$50,000)

### Guidelines

#### 1. Program Purpose

The funding supports events that are either:

- a) one time and first time events that celebrate, preserve and enhance Regina's identity by commemorating notable people, places and events, symbols and anniversaries or;
- b) local events that promote the values of citizenship and identity on Canada Day, National Aboriginal Day, Remembrance Day and Saint Jean Baptiste Day; or
- c) re-occurring events that have an established history of City of Regina service support (e.g., transit services).

#### 2. Eligibility Requirements:

To qualify for funding, all of the following eligibility conditions must be met:

- The organization must be incorporated as a non-profit organization and must have been incorporated for a minimum of one year at the time this application is submitted;
- The organization must not exclude anyone because of religion, national or ethnic origin, colour, sex, sexual orientation, age, or mental or physical disability. This does not preclude those organizations that restrict services to a particular sector of the community for reasons of improving the conditions of disadvantaged individuals or groups according to Section 15 (1) (2) of the Charter of Rights;
- The organization must be considered in good standing by the City of Regina (e.g., no outstanding accounts such as unpaid taxes, utilities, tickets, permits, etc. or outstanding follow-up reports from previous grants);
- The event must be a community based activity which is open to the public;
- The event must occur in Regina.
- Events that result in cash prizes, awards and/or gifts are eligible to apply
- Business improvement districts partnering with the City of Regina are eligible to apply

#### 3. Ineligible Requests:

The City of Regina does not provide Special Event funding to:

- Events that qualify for funding under other City of Regina grant programs (e.g., hosting championship events under the Sport & Recreation Stream);
- Organizations that have already received a City of Regina Special Event grant that year;
- Annual general meetings, educational seminars, professional development;
- Fundraisers;
- Initiatives whose purpose is the furtherance of a religious or political belief;
- Charitable foundations;
- Municipal service providers such as fire, police and libraries;
- Regina Qu'Appelle Health district, hospitals, nursing homes;
- Schools, school boards, educational institutions.

### **Ineligible Expenses:**

City of Regina funding may not be used for:

- Alcohol;
- Building renovations or improvements;
- City of Regina grant funding used specifically for cash prizes, awards and/or gifts.

## **4. Funding Levels, Review & Approval**

### **Requests of Over \$5,000 and Up to a maximum of \$50,000**

Requests for funding of \$5,000 and up to a maximum of \$50,000 are considered through the Special Event Major Grant Program. Special Event Major Grant applications are initially evaluated by City Administration and a report containing a recommendation is prepared. The report is presented to the Executive Committee of City Council for a final decision. The maximum request for a Special Event Major Grant is \$50,000

## **5. Terms and Conditions of Funding**

Organizations receiving funding from the City of Regina must abide by City's bylaws, policies and procedure. When unaware of a bylaw, policy or procedure, the organization will be informed of the regulations. An organization in breach of a City of Regina bylaw will lose, if applicable, the 20 per cent outstanding payment following the initial breach of a bylaw. Subsequent incidents will result in the group being ineligible for grants in the future.

## **6. Application Process**

- Applications will be accepted prior to three deadline dates: January 31, March 30, and August 30, 2018.
- Applications must be received a minimum of three (3) months prior to the event in alignment with application deadlines and may be submitted up to 2 years prior to the event
- There is no guarantee of funding - applications may result in full, partial or no funding.
- Incomplete applications will not be considered.

Applications can be submitted electronically to [communityinvestments@regina.ca](mailto:communityinvestments@regina.ca), or hand delivered to the Ambassador's Desk on the Main Floor at City Hall with attention to 6<sup>th</sup> Floor, Community Investments.

If you have questions, please contact [communityinvestments@regina.ca](mailto:communityinvestments@regina.ca) or 306-777-7507.

## **7. Evaluation**

Questions on the application form provide a framework for the applicant to provide considerable detail regarding the event. The applicant may include additional information.

Requests will be evaluated using the following criteria:

- Organization
- Program Merit
- Community Need
- Community Impact
- Accessibility
- Financial Need

## **8. Post Approval**

- a) **Recognition** – Recipients are required to provide recognition to the City of Regina, if the funding request is approved.
- b) **Initial Payment** – An initial payment of 80 per cent of the approved funding is made following approval of a request.
- c) **Follow Up Report** – Recipients will be required to submit a report and performance information at the end of their funded event. This performance will be based on a menu of performance measures provided by the City (e.g., number of people who attended an event).
- d) **Final Payment** – The final 20 per cent of the approved funding will be released after the organization has completed the event, submitted the Follow-Up Report and the Report has been reviewed and approved.

**SPECIAL EVENT GRANT (MAJOR)  
2018 APPLICATION  
(Over \$5,000 - \$50,000)**

Instructions:

- Complete all sections of this form in the space provided; type-written applications are required.
- Keep one copy of this completed application form and attachments for your records.
- Number all attachments.

**Please Note: All information contained in this application and supporting documentation is posted on the internet.**

**GENERAL INFORMATION:**

Organization's Legal	
1. Name:	Circle Project Assoc. Inc.
Mailing Address:	2nd Floor – 1102 8th Avenue Regina SK Postal Code: S4R 1C9
2. Contact Person:	Ann Perry
Mailing Address:	2nd Floor – 1102 8th Avenue Regina SK Postal Code: S4R 1C9
Telephone No:	306-347-7515
E-mail:	ann.perry@sasktel.net
3. Alternate Contact:	Brandy Churchill
Mailing Address:	2nd Floor – 1102 8th Avenue Regina SK Postal Code: S4R 1C9
Telephone No:	306-347-7515
E-mail:	b.churchill@circleproject.ca
4. Name of Event:	21st Annual National Aboriginal Day Community Celebration
5. Amount of Request:	\$14,000
6. Event Date(s):	June 21, 2018

**Attachments** (number all attachments to correspond with this list):

- X #1 – Current Profile Report from the Corporate Registry of Information Services Corporation (ISC); the Profile Report must be printed from the ISC website no more than 30 days prior to submission of your grant application.
- X #2 – Letters of support (optional).
- X #3 – Event budget which includes a list of estimated expenditures, revenues, other confirmed funding sources, sponsorships and in-kind donations.
- #4 – Letters confirming financial sponsorships and in-kind contributions from other levels of government, corporations and sponsors.
- X #5 – Most recent audited annual financial statements of the organization as presented at the last Annual General Meeting – including an income statement (showing revenues & expenses) and a

balance sheet (showing assets, liabilities, and equity). If the financial statements are not audited then the unaudited financial statements must be signed and certified correct by two members of the Board of Directors.

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## **ORGANIZATION:**

### **7. What is your organization's mandate?**

The Circle Project is a well-established, award winning Aboriginal community organization that has been serving the needs of Regina and area citizens since 1988. The Circle Project uses traditional Aboriginal culture and teachings as a framework, within which to offer programs and services to all who request help. All that we do at the Circle Project is done in accordance with our mission statement, "The Circle Project provides support and programs based on the Aboriginal vision of wholeness, balance and healing. By promoting positive human development, we encourage people to help themselves through education, cultural awareness, family and community." All programs and services have been developed to focus on assisting Aboriginal people who are struggling to break the cycles of violence, addictions, poverty, lack of education and reliance on social systems as a means of building a healthy community, with a particular focus on increasing positive outcomes for the Aboriginal community.

### **8. What are some of the significant accomplishments and successful programs of your organization over the past 3 years?**

Significant accomplishments for the Circle Project in the last three years have been:

-In 2017 Circle Project successfully secured a new multi-year core funding relationship through a highly competitive National competition process, one of only three agencies in Saskatchewan that was awarded this type of funding. Circle Project has also successfully developed and piloted a new Indigenous cultural program at both the Children's Centre and the Infant & Toddler Centre called Cultural Connections for Kids. This is a very significant move for Circle Project, an Aboriginal organization, to engage in cultural teachings with the Aboriginal and non-Aboriginal children and their families whom they serve. The program is currently in the 4th month of its 6 month pilot and is showing itself to be a big success with the parents and children alike. We have reached a milestone as well for Circle Project's Children's Centre which celebrated 25 years of operation, providing quality and culturally relevant childcare to children in our community.

- During 2016 Circle Project successfully developed two new funding relationships with one being a highly competitive funding application process. Circle Project also developed and implemented a brand new program called Cultural Connections in 2016. This new program is funded by the Homelessness Partnering Strategy to provide cultural services to the program participants of Phoenix Residential Housing First program called HOMES. This program involves placing the chronic and episodic homeless in housing immediately and surrounding them with the supports they require to maintain-housing and become self-sufficient. Circle Project's role is providing cultural supports to these individuals as way to promote health and healing. In 2016 Circle Project had a 94% success rate in funding applications. A brand new community event hosted in 2016 was called "Hearts in the Park". This event served to raise the levels of awareness of family and domestic violence in our community. Circle Project also hosted our largest and most successful National Aboriginal Day celebrations to date. Reaching a milestone year for Circle Project's Infant Centre celebrating 5 years of operation, providing quality and culturally relevant childcare to infants and toddlers in our community.

- The launch of Circle Project's newly redesigned website at a community open house at our location (2015).

9. Does your organization have any unpaid accounts with the City of Regina (e.g., taxes, utilities, tickets, permits, etc.) or outstanding grant follow up reports? If yes, what are they?

No

**PROGRAM MERIT:**

10. Provide a complete event description. Include detailed information on what activities are planned, dates/times/locations of activities, and all other relevant information.

The 21st Annual National Aboriginal Day Community Celebration is a free event for all citizens who wish to participate. This event provides an opportunity for Aboriginal and non-Aboriginal peoples to come together, celebrate and recognize the cultures, traditions and contributions of First Nation, Métis and Inuit peoples of Canada, while enjoying some free family fun!

Cultural teachings are planned throughout the day and include; a Grand Entry with First Nations Veterans and Elders, dignitaries and sponsors, traditional dancers that includes community members and youth. A tipi will be on display for individuals to experience and learn teachings about the traditional housing of the Aboriginal peoples of this area. Traditional dance demonstrations such as powwow and Métis jigging will be on the agenda. An interactive cultural activities tent will host fun interactive activities such as, quizzes that test your knowledge of First Nations, Métis and Inuit peoples and their history and traditions. Large story boards will be on display which feature beautiful photos and tell the stories of First Nations traditional dances such as where and when the dance originated. This year we plan to expand our content to include a focus on Métis culture. We will create a display in our Culture Tent, add questions regarding Métis culture to our Culture Quiz and add an interactive activity with Jigging instruction to bolster individual participation in our Jigging competition. We will also explore a partnership with the Gabriel Dumont Institute Museum to include an exhibit within our Culture Tent. Providing these unique and not so every day opportunities especially for urban Aboriginal people can create lasting memories and help build a sense of belonging. We will have our Elders' tent again this year for a special place for our community Elders to gather and enjoy snacks and activities such as our newly created NAD Bingo that uses numerals and the Cree spelling for the number.

Family components of the day include Dino Bouncers and face painting. Each family will also have the chance to have a free family photo taken which is always a big hit. At the supper hour, we host a free community barbeque which feeds hundreds of people. Each year local Aboriginal entertainers are sought to provide the crowd with evening entertainment. Last year we were able to book an award winning entertainer who won Indigenous Entertainer of the Year, Best Hip Hop Cd, Best Music Video and Best Producer at the 2015 Indigenous Music Awards. We hope to attract another big name Aboriginal entertainer for this year's celebration. Again this year we will also have fiddle music and jigging competitions as a way of promoting Métis culture.

**COMMUNITY NEED:**

11. What other organizations are involved in the event as partners? Provide a list here and attach letters of support, labeled as Attachment #2.

Indian Métis Christian Fellowship (IMCF) has been a valued partner since the very first NAD community celebration in 1998. They bring much to the table, including a large volunteer base, which is a huge contribution to the event of this magnitude. Without volunteers, this event would not be possible. Volunteers contribute in many ways and are vital to the success of this event. IMCF has many volunteers from within the area and could be considered at-risk. Participation in this event gives them the opportunity to gain some transferable skills and volunteer within their community as a means of giving back. With this solid partnership we have been able to host several successful events throughout the years.

This year will be the 5th consecutive year REACH (Regina Education and Action on Child Hunger) will partner on this event. REACH, a successful and longstanding organization in our city committed to food security, has also been a longstanding funder of the Circle Project through their child feeding program. REACH's expertise in the food industry and expertise in food related events is a great asset to this community celebration. This year REACH will ensure the continued success of the barbeque which is a key component to the success of the event.

Creating community partnerships is of great importance for this event to be a success. Partner organizations contribute financially and provide the people power that's needed to plan and execute an event of this caliber. As a community organization Circle Project realizes the great benefit of partnerships and will continue to strive for the promotion of building positive community relations and creating opportunities to work together for the betterment of the community.

Not only does Circle Project have longstanding community partnerships but also has longstanding funding partnerships including Loraas Disposal who makes an in-kind donation of 6 porta-potties for the event representing an in-kind value of approximately \$1,500. They have provided this in-kind contribution for the past 14 years totaling a donation of over \$11,500. Loraas disposal proves their commitment each year by committing to the event soon after that year's event is over. Loraas has been approached to continue their support for 2018's NAD event. These important long-term sponsors help to make this a successful event and are provided with an opportunity to give back to the community, which builds the strong community bonds that we enjoy in the City of Regina. Last year we also received donations from several other sponsors such as the City of Regina, SaskCulture, Canadian Heritage, K+S Potash Canada, Sask Energy, Street Culture, Rawlco Radio and the Office of the Treaty Commissioner.

## **COMMUNITY IMPACT:**

### 12. What is the direct community impact of this event?

Direct community impacts for this event are:

#### Citizenship, Inclusion & Belonging

-The event provides opportunities for fun and enjoyment for individuals and families in their own neighbourhood. Events that create opportunities to experience special activities that are unique and different helps build lasting memories for individuals and families and can contribute to a person's overall happiness. It also gives people a chance to meet and interact with their neighbours which promotes the values of citizenship, inclusion and belonging.

#### Cultural Awareness

-A direct community impact of this event is that people have the opportunity to see and experience Aboriginal culture and build a greater understanding of the Aboriginal community. Sadly there are many misconceptions, stereotypes and negative perceptions of Aboriginal peoples. By providing events like NAD where people can come together in the community and experience first-hand the rich and vibrant culture of the Aboriginal peoples, individuals have the chance to gain their own firsthand view of Aboriginal peoples, their customs and traditions.

#### Civic Pride

-This event provides opportunities that help change the "face of the neighbourhood". Events held in North Central that focus on all the positive aspects of this community may change a person's negative perceptions of the area and they may view as a place they may want to live or work. Special events like NAD promote civic pride as they give citizens chances to celebrate and be proud of the community and city in which they live.

#### Leadership

-In previous years this event has provided opportunities for development of leadership and mentorship with some of our young Aboriginal staff. The importance of building the capacity of young leaders in the Aboriginal community is key to the future success of this event and the

community; it also provides a unique opportunity for young leaders to gain some valuable hands-on learning. Seasoned mentors provide guidance and support as the young leaders build transferable skills through planning for this event. In addition, the magnitude of details for delivering a community event of this size and calibre gives the young leaders a greater understanding of the responsibilities tied to a leadership role. Self-esteem is built for these individuals because the community is able to witness young people succeed in their role as future community leaders. The individuals involved also had a boost of confidence from being a part of such a successful event and a very positive experience. This is of great benefit for the City of Regina because these are our neighbours, our volunteers and our city's future leaders. The Circle Project is committed to continue this practice of mentorship and development of future leaders for many years to come.

This event will also provide the City of Regina an opportunity to participate in a national day of recognition and celebration of the cultures and contributions of the First Nations, Inuit and Métis people of Canada. Much like other cities across our country that host National Aboriginal Day Celebrations in their communities, we demonstrate and celebrate the importance and appreciation our city has for the Aboriginal People, their culture and their contributions which have helped shape the country we live in today.

13. How will you measure success of the event?

Attendance is our main key performance measure in determining the success of this event. We use attendance to judge the level of success because we feel the more individuals that attend and are exposed to positive, healthy, inclusive activities serves as a great benefit to that individual. By just attending individuals can build community spirit and pride. We also spend time engaging and asking participants verbally about their experience at the event; Staff and volunteers are asked to take note of the comments they hear from guests that can be shared at the event debrief.

Another key performance measure is the absence of critical incidents or complaints being made. When gathering large groups of people especially in a neighborhood that is known for poverty, violence and criminal activity, for the eleventh consecutive year, there were no incidents reported. Many attendees thanked the volunteers and organizers for planning and hosting this fun free event which is one of our biggest indicators of success.

14. What is the anticipated attendance of the event?

This year we anticipate attendance to be similar to last year's attendance which was approximately 1500 people. We do think attendance may exceed last year's attendance due to several factors such as the celebration grows each year and better advertisement and word of mouth promotion of the event in the community.

15. Provide your best estimate of the economic impact of the event (e.g., ticket revenue, number of people employed)?

This is an entirely free event so there is no revenue generated, except modest fundraising through an onsite canteen to support a youth summer cultural camp. An estimated \$40,000 is proposed to be spent on services such as fireworks, entertainment, equipment, food, etc., at local businesses to host the event. Last year, an estimated 800 hours (\$14,000) was donated to the planning and delivery of NAD. This year, we anticipate the number of volunteers and volunteer hours to be comparable to previous years.

## ACCESSIBILITY:

16. Accessibility is defined as the degree to which an activity, service, or physical environment is available to as many people as possible, regardless of their physical abilities or socio-economic background. Describe how this program is accessible to the public and who can participate.

This event is all inclusive and entirely free and is held in Regina's North Central neighbourhood. Families in this area are more likely to live in poverty making this area ideal to hold this free event especially in reducing barriers for participation. The North Central neighbourhood has the highest Aboriginal population in the City of Regina and also has a very diverse cultural demographic. Opportunities for families to gather are far more limited in this particular area of the city in comparison to other neighbourhoods. This event is completely open to the public and provides opportunities for all cultures to develop their understanding of First Nation's culture, customs and traditions while enjoying free family fun in their community. This event is located in the central area of our city making it easy to get to by any mode of transportation.

17. Describe how this program is accessible to the public? Please specify, which aspects of the event are free and which have an admission fee? List all levels of applicable fees.

This is an entirely free event. All activities held throughout the day are 100% free. There will be an onsite canteen that is provided by the Chimatawa Youth Group. Chimatawa Youth will use the funds raised through the canteen to support their summer culture camp. The decision has always been to have this event entirely free since the start in 1998, however through committee discussion and participant feedback to provide a canteen, we saw this as a great opportunity to support our community youth in providing an avenue for them to raise funds for this worthwhile activity.

Free Activities throughout the day include First Nations cultural experiences such as grand entry, dance demonstrations, interactive cultural activities tent, elders' tent, Aboriginal entertainers including Métis jiggers and fiddle music. Lacrosse demos will be hosted again this year through Indigenous youth. If we are able to receive the necessary funding we will also host free community fireworks at dusk. Children's activities will be Dino Bouncers and face painting and a photo tent where individuals and families can have a nice photo taken which is printed onsite to take home as a memento of the day. There will be chances to win prizes throughout the day also. As always there will be a free community barbeque at the supper hour which includes hot dogs, hamburgers, chips and refreshments.

## FINANCIAL NEED:

18. Explain why funding from the City of Regina is needed?

City of Regina funding is vital to the success of this event as the grant received provides us the opportunity to continue to host a high quality event that celebrates Aboriginal people. This event has grown considerably through the years from its humble beginnings as a grass roots initiative to its current status as the place to be in Regina on National Aboriginal Day. In the last five years alone we have had a 158% increase in the cost of expenses. This is a reflection on the overall increase in supply costs as well as in the expansion of the activities, the entertainment and the educational pieces of the event. We have managed to do this all while keeping the event free for the public to attend, removing any barriers that may keep people away.

With the additional funds provided this year we will expand our content to include a focus on Métis culture. We will create a display in our Culture Tent, add questions regarding Métis culture to our Culture Quiz and add an interactive activity with Jigging instruction to bolster individual participation in our Jigging competition. We will also explore a partnership with the Gabriel Dumont Institute Museum to include an exhibit within our Culture Tent.

Last year, the equipment costs accounted for 26% of our total budget. The money helps cover the costs of facilities and equipment such as stage, tents, tables chairs, etc. that are required to host this event. The cost of equipment last year was \$15,543.80. The addition of a larger stage and professionally managed sound equipment was a positive move for the event as it provided enough room for entertainers to perform alongside the sound equipment needed to host an event of this size. As our entertainment acts get bigger we must accommodate the growing need for better quality sound.

As the event grows each year we have recognized the need for trained security to be on site. When gathering large groups of people security is always a concern and we want to ensure we are providing a safe environment for all people at all times. This is something we are looking to add to the event, thus the need to ensure funding through grants like this one.

A new addition to last year's event was the fireworks display. This exciting addition was well received by the community and we are exploring the continuation for this year's event. We are working to secure the needed funding to make this possible. As Circle Project moves into its 21st Annual NAD celebration; a significant accomplishment for this celebration that began as a grass roots initiative and has now grown in size to be the most significant NAD celebration in the city, we hope to continue with the fireworks display as a significant and spectacular way of celebrating not only National Aboriginal Day but also the role in history, the present day and the future of Canada which Aboriginal peoples have to play.

With all the new and exciting things we are looking forward to for this year's NAD we are relying on the City of Regina to help us ensure this important cultural celebration continues and is to the highest quality. With funding from the City of Regina we can continue to provide a quality event that promotes the values of citizenship and identity on this nationally recognized day that is fully accessible, especially for our city's most vulnerable citizens.

#### **SOCIAL MEDIA:**

19. Would you like the City of Regina to promote your event on social media?

X Yes  No

If yes, please attach all logos/photos that could be used to help the City of Regina enhance the posts about your event.

20. If applicable, please provide your organization's social media accounts, below:

Facebook: <https://www.facebook.com/YQRNAD2018/>

Instagram: N/A

Twitter: <https://twitter.com/YQRNAD>

Snapchat: N/A

21. If resources are available, do you approve the City of Regina to attend your event and take photos/videos to share on social media?

X Yes  No

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## **APPLICATION AGREEMENT**

### **Use of Money**

The Organization hereby agrees to use any money or services provided to the Organization only in the manner set out in this application and agrees to comply with any conditions as set out in the approval letter issued by the City. The City reserves the right to demand, at any time, the return of any monies or a portion of the monies, and the Organization agrees to return the monies, if the Organization: does not comply with the conditions set out in this application or the approval letter, uses the money in a manner

that, in the opinion of the City, is inconsistent with the objectives of the Community Investment Grants Program, does not use the money in accordance with the description of the intended use of the funds as set out in this application, if the undersigned made a material misrepresentation in the application, if the Organization did not use all of the money or if the organization used the money for something not described in this Application without the written consent of the City.

**Compliance with Bylaws and Polices**

Organizations receiving funding from the City of Regina must abide by City's bylaws, policies and procedures. An organization that has breached a City of Regina bylaw will lose, if applicable, the 20 percent outstanding payment following the initial breach of a bylaw. Subsequent incidents will result in the group being ineligible for grants in the future. If an organization has been advised of a City policy or procedure and does not comply with it, then this breach will be treated in the same manner as a breach of a City Bylaw.

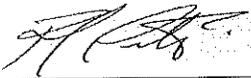
**Freedom of Information and Protection of Privacy**

The City of Regina is committed to protecting the privacy and confidentiality of 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 in this application will be used to administer the Community Investment Grants Program. De-identified, aggregate information will be used by City of Regina for program planning and evaluation. This application will be distributed to the adjudicators of the Community Investment Grants Program.

**Representations**

In making this application, we the undersigned Board Members/Executive Director hereby represent to the City and declare that to the best of our knowledge and belief, the information provided in this application and the related attached supporting documents are truthful and accurate, that we have read and agree to comply with the Grant Guidelines and the application is made on behalf of the above-named organization and with the Board of Director's full knowledge and consent. We further represent that the above-named organization is registered as a non-profit corporation pursuant to the laws of Saskatchewan and agree that the organization shall remain so registered for the duration of the term of the grant.

**Two signatures are required:**

Bob Cantin Board Member Name (print)	 Signature	President Position	January 26, 2018 Date
Ann Perry Board Member or Executive Director Name (print)	 Signature	Executive Director Position	January 26, 2018 Date

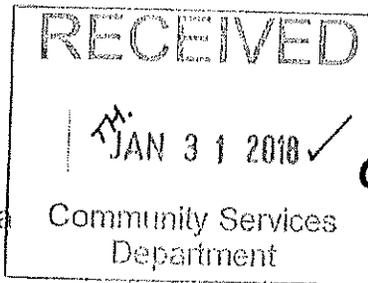
## 21st Annual National Aboriginal Day Budget

Revenue	Proposed Amount	Actual Amount
City of Regina Grant Request (\$14,000)	\$14,000.00	
Other Possible Grants <ul style="list-style-type: none"> <li>- SaskCulture (\$10,000)</li> <li>- Canadian Heritage (\$10,000)</li> <li>- Canada Summer Jobs (\$2,100)</li> </ul>	\$22,100.00	
Fundraising/Cash Donations <ul style="list-style-type: none"> <li>- Circle Project (\$500)</li> <li>- IMCF (\$500)</li> <li>- REACH (\$500)</li> </ul>	\$1,500.00	
In-kind Contributions <ul style="list-style-type: none"> <li>- Rawlco (\$15,500)</li> <li>- Loraas Disposal (\$1,500)</li> <li>- Circle Project (\$5,000)</li> <li>- Circle Project Children's Centre (\$100)</li> <li>- IMCF (\$500)</li> <li>- REACH (\$500)</li> </ul>	\$23,100.00	
Other Possible Sponsors <ul style="list-style-type: none"> <li>- SaskEnergy (\$500)</li> <li>- K+S Potash Canada (\$10,000)</li> <li>- Unifor Local 1S (\$600)</li> <li>- Sakewewak (\$1000)</li> </ul>	\$12,100.00	
<b>Total Revenue</b>	<b>\$72,800.00</b>	
<b>Expenses</b>	<b>Proposed Amount</b>	
Wages, Honorariums <ul style="list-style-type: none"> <li>- Summer Student (\$2,100)</li> </ul>	\$2,100.00	
Project Expenses <ul style="list-style-type: none"> <li>- Stages/Tents/Equip. (\$15,700)</li> <li>- Security/First Aid (\$1,000)</li> <li>- Culture (\$4,600) (Dancers, drum group, Elder, Veterans)</li> <li>- Food/BBQ (\$2,700)</li> <li>- Port Potties (\$1,500)</li> <li>- Aboriginal Entertainment &amp; MC (\$6,000)</li> <li>- Fireworks (\$10,000)</li> <li>- Children's activities (\$2,850)</li> <li>- Elders Bingo (\$300)</li> <li>- Permits/Licences (\$500)</li> <li>- Volunteer Hospitality (\$400)</li> <li>- Prizes (\$350)</li> <li>- Materials/Supplies (\$500)</li> <li>- Insurance (\$400)</li> <li>- Paper, Ink, Printing, Postage (\$200)</li> </ul>	\$47,000.00	
Facilities/Studio/Office Costs	\$6,100.00	

- Admin In-kind (CP \$5000, CPCC \$100, IMCF \$500, REACH \$500)		
Travel Costs (mileage)	<b>\$100.00</b>	
Advertising and Promotion (\$2,000) In-kind Promo – Rawlco (\$15,500)	<b>\$17,500.00</b>	
<b>Total Expenses</b>	<b>\$72,800.00</b>	



City of Regina


**COMMUNITY INVESTMENT  
GRANTS PROGRAM**

**SPECIAL EVENT GRANT (MAJOR)**  
**2018 APPLICATION**  
 (Over \$5,000 - \$50,000)

**Instructions:**

- Complete all sections of this form in the space provided; type-written applications are required.
- Keep one copy of this completed application form and attachments for your records.
- Number all attachments.

**Please Note: All information contained in this application and supporting documentation is posted on the internet.**

**GENERAL INFORMATION:**

1. Organization's Legal Name: Regina Multicultural Council ✓
- Mailing Address: 2054 Broad Street Postal Code: S4P 1Y3
2. Contact Person: Cory Schaeffer
- Mailing Address: 2054 Broad Street Postal Code: S4P 1Y3
- Telephone No: 306-536-5792
- E-mail: [Cory\\_schaeffer@cooperators.ca](mailto:Cory_schaeffer@cooperators.ca)
3. Alternate Contact: Oksanna Zwarych
- Mailing Address: 2054 Broad Street Postal Code: S4P 1Y3
- Telephone No: 306-501-8107
- E-mail: [o.zwarych@rcsd.ca](mailto:o.zwarych@rcsd.ca)
4. Name of Event: ✓ Mosaic: A Festival of Cultures
5. Amount of Request: ✓ \$50,000
6. Event Date(s): May 31<sup>st</sup>, June 1<sup>st</sup> and 2<sup>nd</sup>, 2018

**Attachments** (number all attachments to correspond with this list):

- #1 – Current Profile Report from the Corporate Registry of Information Services Corporation (ISC); the Profile Report must be printed from the ISC website no more than 30 days prior to submission of your grant application.
- #2 – Letters of support (optional).
- #3 – Event budget which includes a list of estimated expenditures, revenues, other confirmed funding sources, sponsorships and in-kind donations.

- #4 – Letters confirming financial sponsorships and in-kind contributions from other levels of government, corporations and sponsors.
  - #5 – Most recent audited annual financial statements of the organization as presented at the last Annual General Meeting – including an income statement (showing revenues & expenses) and a balance sheet (showing assets, liabilities, and equity). If the financial statements are not audited then the unaudited financial statements must be signed and certified correct by two members of the Board of Directors.
- 

**ORGANIZATION:**

7. What is your organization's mandate?

**Vision Statement**

Regina Multicultural Council will be the champion and recognized leader in the Growth, Development, Support and Education, in the promotion and celebration of cultural diversity.

**Mission Statement**

To educate the public about different cultures and foster positive relations between communities through increasing public knowledge and appreciation of different cultural group's art, culture, language and traditions.

**Organizational Values**

Respect: RMC will be sensitive to the diversity of cultures and traditions as it builds relationships through fair recognition, acceptance, and open mindedness towards others.

Innovation: RMC aims to find new ideas and progressive approaches in establishing and building relationships with our stakeholders to foster growth.

Commitment: RMC will maintain honour and respect towards the cultures and traditions of our diverse community.

Professionalism: RMC will conduct itself with integrity and foster trust through responsible leadership.

Teamwork: RMC will collaborate and work together to achieve common goals through flexibility, sensitivity and tolerance.

**Core Organizational Competencies**

In efforts of meeting the organization's vision and mandate there is a need for active involvement from the Board of Directors and Membership. The Board of Directors must possess the skills necessary to confidently and successfully execute the programming and initiatives of the organization. The Executive Director must possess general organizing skills, planning, scheduling, time management, interpersonal, communication, coordination of resources and writing skills. The Board of Directors requires skills and expertise with a demonstrated knowledge in the desired area to which they wish to be a part of the organization. The Board of Directors skills are essential to the organization for successful development.

8. What are some of the significant accomplishments and successful programs of your organization

over the past 3 years?

Regina Multicultural Council continues to work closely with our sponsors and partners to strengthen these partnerships and to build bridges in the community. This is a focus that continues to be ongoing and continue to be monitored and assessed. The strengthening of many past partnerships and relationship building with new partners has increased RMC's visibility in the community, and we will work towards fostering respect and visibility in the community.

Mosaic continues to be the Regina Multicultural Councils main program. 2018 will be the Festivals 51<sup>st</sup> year and continues to grow in popularity, showcasing Regina's cultural diversity. People from all over Canada, the United States and from overseas attend the festival each year bringin tourism doallars to the City of Regina.

2017 saw the Mosaic Festival go international, a former resident of Regina who enjoyed the Mosaic Festival for many years moved to Trondheim, Norway and wanted to start a Mosaic Festival in Norway, the RMC provided support in the way of best practices on how to run the festival, pavilion contracts, advertising and working with sponsor partners. 2017 Mosaic Festival Tondheim hosted 11 Pavillions. You visit their Facebook Page at:  
<https://www.facebook.com/mosaicfestivaltrondheim/>

RMC's Cultural Diversity Unit put on its first workshop in September 2017 **Building a Resilient Community: Working with Muslim Clients** at Luther College with 50 attendees. The workshop was a huge success and well received by all who attend. The RMC hopes to continue with this project into 2018 with additional workshops.

Truth and Reconciliation is very important to the RMC and we are helping to do our part to bring awareness to the City of Regina, Board and Staff have attended all the stakeholder meetings held by the City of Regina and have attended Aboriginal events held throughout the year. Each year the RMC hires a summer student and this year were pleased to be able to hire a student from the First Nations University through the Regina Treaty Status Indian Services Inc. Derek was a welcomed asset to the RMC and worked tirelessly on Archiving RMC documents. Derek also provided the RMC Board with insight on the issues facing Aboriginal Peoples today, Derek also attended the Truth and Reconciliation meetings at the City if Regina.

The Embracing Differences program was devolved in 2017, this program brings Cultural Awareness into elementary levels schools, with some fun learning activities designed to embrace our cultural differences. The RMC hopes to launch the program in 2018.

Bring A little Mosaic to You another main program of the RMC continues to gather momentum and growing each year, more care homes each year want to participate in the program. During the month of May every week days sees multiple care homes receiving entertainment from our Member Groups.

9. Does your organization have any unpaid accounts with the City of Regina (e.g., taxes, utilities, tickets, permits, etc.) or outstanding grant follow up reports? If yes, what are they?

None

**PROGRAM MERIT:**

10. Provide a complete event description. Include detailed information on what activities are planned,

dates/times/locations of activities, and all other relevant information.

Mosaic a Festival of Cultures is the longest running multicultural festival in Saskatchewan that began as a single day, single venue event in 1967 and has now become a three day, 20 venue event with over 10,000 volunteers and an expected audience of over 200,000 people. Mosaic 2018 will be Mosaic a Festival of Cultures 51<sup>st</sup> year being held on May 31<sup>st</sup>, June 1<sup>st</sup> and 2<sup>nd</sup>, 2018 and will host up to 20 different cultural and ethnic pavilions located throughout the City of Regina.

A Royal Gala will be held on Sunday April 29, 2018 at 2:00 pm, at the Government House in conjunction with the Lieutenant Governor, this event is a reception for all our Sponsors, Partners and special guests to meet the 2018 Mosaic Ambassadors and Youth Ambassadors that represent the 20 participating pavilions and to recognize these Ambassadors as they are presented with their Mosaic Medallions by the Lieutenant Governor.

Bringing a Little Mosaic to You is a program that brings the Mosaic festival into care homes throughout the City of Regina the month leading up to the festival. Beginning May 1st and running until May 31st the pavilion performance groups will entertain those residents unable to make it to the festival due to mobility or health barriers.

The RMC is also considering holding a Mosaic Parade in May and looking into have cultural performances on the City Plaza.

**COMMUNITY NEED:**

- 11 What other organizations are involved in the event as partners? Provide a list here and attach letters of support, labeled as Attachment #2.

Regina Multicultural Council has many partners that are involved in the Mosaic festival. In the months leading up to Mosaic a Festival of Cultures, RMC works jointly with the Regina Police Service, Regina Fire Department, Saskatchewan Liquor and Gaming Authority and Regina Qu'Appelle Health Region to ensure all rules and regulations are being followed. Over the years RMC has been able to work closely with the City of Regina to capture a positive representation of culture within the city. In recent years, RMC's festival partners and sponsors have fostered positive relations enabling us to work to support the needs and interests of one another organizations.

Member Groups 2018	
Association Canadienne-Francaise De Canada	Regina Chinese Canadian Association
Canadian Italian Club	Regina Chinese Free Mason
Chaban Ukrainian Dance Association	Regina Ethiopian Association
Chilean-Canadian Cultural Society Inc.	Regina Highland Dance Association
Daughters of Penelope, Arisba	Regina Hungarian Cultural & Social Club
German Canadian Society	Regina Jazz Society Inc
India Canada Association of Saskatchewan INC.	Regina Open Door Society Inc
Irish Club of Regina	Regina Public Library
Karnevalsgesellschaft Harmonie	Regina Public Schools

Le Campagnole Italian Dancers	Regina Scottish Country Dancers
Manakamana Welfare Community	Regina Symphony Orchestra
Miorita Romanian Cultural Society Inc.	Regina Ukrainian Dance Ensemble Inc.
Multicultural Council of Saskatchewan	Saskatchewan African Canadian Heritage Museum Inc.
Multilingual Association of Regina	Saskatchewan Caribbean Canadian Association
Philippian	Serbian Orthodox Holy Trinity Church
Polish Canadian Cultural Club	Spring Free From Racism/ Sask. Assoc.
Polonia Polish Folk Dance Ensemble of Regina	St. Paul's Greek Orthodox Church
Poltava Ensemble	Tavria Ukrainian Folk Dance
Poltava Ukrainian Cultural Society Inc.	Ukrainian Canadian Congress
Queen City Eastview Community Association Inc	Ukrainian Orthodox Men's Association TYC
Regina Austrian Edelweiss	Ukrainian Society Of Prosvita
	Ukrainian Women's Association Of Canada

**COMMUNITY IMPACT:**

12. What is the direct community impact of this event?

Mosaic a Festival of Cultures will impact the community through the promotion of cooperation and mutual understanding between all cultural and ethnic groups within the community. Mosaic provides an opportunity for existing immigrants and newcomers to be able to promote their culture within the City of Regina. Mosaic a Festival of Cultures allows the multicultural community to provide a family focused event that celebrates culture while educating the public about diversity, in turn building tolerance and awareness among the community.

Having the ability to provide free transportation to families of both large and small numbers so that they are able to travel to the participating pavilions without a worry of logistical driving hindrances or parking. Additionally being socially responsible it is very important to be able to provide a "safe ride" option to all visitors for the full hours of the festival.

Along with the transportation to the pavilions, for citizens of Regina that may not have transportation readily available, it is vital that we are able to offer visitors the use of regular transit for free with their Mosaic passports. This service will allow for inclusion of all citizens of Regina the availability to experience Mosaic and travel safely to where ever their final destination may be.

Providing free transportation to the visitors of Mosaic will generate a experience of greater quality for all citizens of Regina.

13. How will you measure success of the event?

To measure the success of Mosaic a Festival of Cultures the RMC and Mosaic Organizing

Committee will use a number of different evaluations:

- a) Encouraging public feedback at the Mosaic Pavilions and having participants access the RMC website and WebApp to provide commentary.
- b) At the final Mosaic Pavilion meeting held in the month of June following Mosaic provide an open forum for evaluations and discussions of Mosaic.
- c) Review attendance figures against previous years.
- d) Evaluation of Mosaic at the RMC Board table and at the Mosaic Committee levels.
- e) Soliciting feedback from our corporate sponsors through follow up meetings after the event
- f) Wrap up/ Follow up meetings with Health, Fire, Police, Transit, and other participating public service agencies.
- g) Monitor social media feedback via Facebook and Twitter.

14. What is the anticipated attendance of the event?

The RMC measures Mosaic's attendance by pavilion visits. The anticipated number of pavilion visits for 2018 is expected over 200,000 visits.

15. Provide your best estimate of the economic impact of the event (e.g., ticket revenue, number of people employed)?

The revenue that is earned by the pavilions that participate in Mosaic a Festival of Cultures is used for the hosting organization(s) of those pavilions. These funds are used to support the hosting organization(s), their events, rental spaces and initiatives for the year. Revenues can be used towards teaching educational material to public, or multicultural community, hosting cultural workshops, or purchasing ethnic costumes for the performance groups. All the funds earned through the Mosaic passport sales is distributed among all of the participating pavilion member organizations.

#### **ACCESSIBILITY:**

16. Accessibility is defined as the degree to which an activity, service, or physical environment is available to as many people as possible, regardless of their physical abilities or socio-economic background. Describe how this program is accessible to the public and who can participate.

Mosaic a Festival of Cultures is one that is welcoming to all individuals regardless of their physical abilities or socio-economic backgrounds. The pavilions are all wheelchair accessible and open to all people. The Mosaic Transportation aids those who do not have access to vehical transportation to the Mosaic festival. Additionally, passport prices are tailored in developing affordable prices towards all citizens. Also, RMC provides countless "Free Thursday Night Mosaic Passes" to the City of Regina and public to provide a greater opportunity for everyone to attend. The Bring a Little Mosaic to You Program allows the RMC to provide an extension of the Mosaic Festival to those who face barriers to attend the Festival.

17. Describe how this program is accessible to the public? Please specify, which aspects of the event are free and which have an admission fee? List all levels of applicable fees.

Regina Multicultural Council does not charge a fee to the member groups who host a pavilion in the Mosaic Festival. Member groups who host a pavilion do however, provide the RMC with a performance bond, which is returned to the member groups if the Mosaic contact is completed successfully.

Bring a Little Mosaic to You is an extension of the Mosaic festival where the Pavilion Performance groups provide entertainment to care homes within the City of Regina. This program is free of cost to the care homes. Additionally, with approved funding, the performance groups receive payment for their performances through grant funding attained by the RMC.

Mosaic Passports are sold to the public for \$15.00 (Adult), \$10.00 (Youth/Senior) and Children under the age of 13 are Free when accompanied by an adult. Passports are sold to the public as an individual ticket and admits one person into all the participating pavilions an endless amount of times throughout the 3 days of the festival.

The Festival has not increased Passport prices in over 8 years, the focus has been to keep entrance fees low to provide access to all family income levels, that they may be able to experience the culture, food and dance that Mosaic has to offer.

With the help of the City of Regina Grants the RMC has been able to secure funding to offer special transportation as a free service to the public with the purchase of their Mosaic Passport they can ride these buses to all participating Pavilions. In addition for the past two years with a Mosaic passport visitors can ride regular transit to arrive safely to their destination.

## **FINANCIAL NEED:**

### **18. Explain why funding from the City of Regina is needed?**

Funding from the City of Regina is vital to Mosaic: A Festival of Cultures in order to provide free transportation to families of both large and small numbers so that they are able to travel to the participating pavilions without a worry of logistical driving hindrances or parking. Additionally being socially responsible the RMC feels it is very important to be able to provide a "safe ride" option to all visitors for the full hours of the festival.

Along with the transportation to the pavilions, for citizens of Regina that may not have transportation readily available, it is vital that we are able to offer visitors the use of regular transit for free with their Mosaic passports. This service will allow for inclusion of all citizens of Regina the availability to experience Mosaic and travel safely to where ever their final destination may be.

Providing free transportation to the visitors of Mosaic will generate a experience of greater quality.

2017 was the first time in many years that the RMC was able to provide bus service to the Mosaic pavilion for the full operating hours from 5:00 pm to 1:00 am, in previous years buses stopped running at 9:30 pm. The feedback from the participating pavilions and the visitors to Mosaic was positive in that they appreciated the extended services making it easier for them to arrive their final destination.

The 2017 City of Regina Transportation costs to the RMC was \$53,600.00 with funding received from the City of Regina of \$35,000, the extra cost had a negative impact on the RMC financials.

Funding received from the City of Regina will exclusively go towards transportation services for the three day festival.

The RMC hopes to be able to continue with the full service "Safe Ride" option for Mosaic 2018 through the support of the City of Regina funding, however funding approval will determine what services can be obtained.

**SOCIAL MEDIA:**

19. Would you like the City of Regina to promote your event on social media?

Yes  No

If yes, please attach all logos/photos that could be used to help the City of Regina enhance the posts about your event.

20. If applicable, please provide your organization's social media accounts, below:

Facebook: <https://www.facebook.com/ReginaMulticulturalCouncil>

Instagram: reginamulticulturalcouncil

Twitter:

Snapchat:

21. If resources are available, do you approve the City of Regina to attend your event and take photos/videos to share on social media?

Yes  No

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## **APPLICATION AGREEMENT**

### **Use of Money**

The Organization hereby agrees to use any money or services provided to the Organization only in the manner set out in this application. The City reserves the right to demand, at any time, the return of any

monies if the Organization uses the money in a manner that, in the opinion of the City, is inconsistent with the objectives of the Community Investment Grants Program or with the description of the intended use of the funds as set out in this application or should it be discovered that the undersigned made a material misrepresentation in the application.

**Terms of Agreement**

Organizations receiving funding from the City of Regina must abide by City's bylaws, policies and procedures. An organization that has breached a City of Regina bylaw will lose, if applicable, the 20 percent outstanding payment following the initial breach of a bylaw. Subsequent incidents will result in the group being ineligible for grants in the future. If an organization has been advised of a City policy or procedure and does not comply with it, then this breach will be treated in the same manner as a breach of a City Bylaw.

**Freedom of Information and Protection of Privacy**

The City of Regina is committed to protecting the privacy and confidentiality of 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 in this application will be used to administer the Community Investment Grants Program. De-identified, aggregate information will be used by City of Regina for program planning and evaluation. This application will be distributed to the adjudicators of the Community Investment Grants Program.

**Representations**

In making this application, we the undersigned Board Members/Executive Director hereby represent to the City and declare that to the best of our knowledge and belief, the information provided in this application and the related attached supporting documents are truthful and accurate, that we have read and agree to comply with the Grant Guidelines and the application is made on behalf of the above-named organization and with the Board of Director's full knowledge and consent. We further represent that the above-named organization is registered as a non-profit corporation pursuant to the laws of Saskatchewan and agree that the organization shall remain so registered for the duration of the term of the grant.

**Two signatures are required:**

TH	<u>NISH PRASAD</u>	<u>N.P.</u>	<u>VICE-PRESIDENT</u>	<u>28/1/2018</u>
	Board Member Name (print)	Signature	Position	Date
TH	<u>Olksanna Zwarych</u>	<u>O.M. Zwarych</u>	<u>Member at Large</u>	<u>29/01/2018</u>
	Board Member or Executive Director Name (print)	Signature	Position	Date

## MOSAIC BUDGET 2018



<u>Income</u>	<u>Budget 2018</u>
Corporate Sponsorship	\$70,000.00
Grant Fund	\$65,000.00
Mosaic Pass Sales	\$150,000.00
Performance Bonds	\$8,000.00
<b>Total</b>	<b>\$293,000.00</b>

<u>Expenses</u>	
Billboards - (Digital)	\$5,000.00
Billboards - (Static)	\$2,000.00
Bring a Little Mosaic to you	\$15,000.00
Bus Kings - Rawlco	\$5,500.00
Bus Security	\$4,500.00
Cathedral Village Arts Festival	\$500.00
Crown Shred - Passport Shreding	\$400.00
Cultural Expearence Grant	\$30,000.00
Food Handling Course	\$900.00
Honorarium - Host Pavilions	\$700.00
Kick Off Day	\$400.00
Marketing (Arcas)	\$5,000.00
Medallions, Lapel Pins , Key Chains	\$3,000.00
Mosaic Workshop	\$300.00
Newspaper - Leaderpost	\$1,000.00
Passport Refund on Returns	\$18,000.00
Performance Bond	\$8,000.00
Photography	\$500.00
Printing - Western Litho	\$13,000.00
Radio - Rawlco	\$17,000.00
The Poster Guy	\$900.00
Your Transportation	\$2,000.00
Transportation	\$50,000.00
Youth Ambassador Program	\$400.00
In office Photocopying	\$1,000.00
Banner Advetisements at pavilions	\$3,000.00
Social Media	\$200.00
Royal Reception	\$2,500.00
Sponsor Gifts	\$2,000.00
Meeting Requirements	\$500.00
Stationary (USB)	\$400.00
Salary	\$10,000.00
Miscellaneous	\$1,000.00
<b>Total Expenses</b>	<b>\$204,600.00</b>

<b>Profit/Loss</b>	<b>\$88,400.00</b>
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Note: Please be informed that the Regina Multicultural Council covers most of the annual operating expenses from the profit generated from Mosaic.



City of Regina

## COMMUNITY INVESTMENT GRANTS PROGRAM

# SPECIAL EVENT GRANT (MAJOR) 2018 GUIDELINES & APPLICATION PACKAGE

(Over \$5,000 - \$50,000)

### Guidelines

#### 1. Program Purpose

The funding supports events that are either:

- a) one time and first time events that celebrate, preserve and enhance Regina's identity by commemorating notable people, places and events, symbols and anniversaries or;
- b) local events that promote the values of citizenship and identity on Canada Day, National Aboriginal Day, Remembrance Day and Saint Jean Baptiste Day; or
- c) re-occurring events that have an established history of City of Regina service support (e.g., transit services).

#### 2. Eligibility Requirements:

To qualify for funding, all of the following eligibility conditions must be met:

- The organization must be incorporated as a non-profit organization and must have been incorporated for a minimum of one year at the time this application is submitted;
- The organization must not exclude anyone because of religion, national or ethnic origin, colour, sex, sexual orientation, age, or mental or physical disability. This does not preclude those organizations that restrict services to a particular sector of the community for reasons of improving the conditions of disadvantaged individuals or groups according to Section 15 (1) (2) of the Charter of Rights;
- The organization must be considered in good standing by the City of Regina (e.g., no outstanding accounts such as unpaid taxes, utilities, tickets, permits, etc. or outstanding follow-up reports from previous grants);
- The event must be a community based activity which is open to the public;
- The event must occur in Regina.
- Events that result in cash prizes, awards and/or gifts are eligible to apply
- Business improvement districts partnering with the City of Regina are eligible to apply

#### 3. Ineligible Requests:

The City of Regina does not provide Special Event funding to:

- Events that qualify for funding under other City of Regina grant programs (e.g., hosting championship events under the Sport & Recreation Stream);
- Organizations that have already received a City of Regina Special Event grant that year;
- Annual general meetings, educational seminars, professional development;
- Fundraisers;
- Initiatives whose purpose is the furtherance of a religious or political belief;
- Charitable foundations;
- Municipal service providers such as fire, police and libraries;
- Regina Qu'Appelle Health district, hospitals, nursing homes;
- Schools, school boards, educational institutions.

## **Ineligible Expenses:**

City of Regina funding may not be used for:

- Alcohol;
- Building renovations or improvements;
- City of Regina grant funding used specifically for cash prizes, awards and/or gifts.

## **4. Funding Levels, Review & Approval**

### **Requests of Over \$5,000 and Up to a maximum of \$50,000**

Requests for funding of \$5,000 and up to a maximum of \$50,000 are considered through the Special Event Major Grant Program. Special Event Major Grant applications are initially evaluated by City Administration and a report containing a recommendation is prepared. The report is presented to the Executive Committee of City Council for a final decision. The maximum request for a Special Event Major Grant is \$50,000

## **5. Terms and Conditions of Funding**

Organizations receiving funding from the City of Regina must abide by City's bylaws, policies and procedure. When unaware of a bylaw, policy or procedure, the organization will be informed of the regulations. An organization in breach of a City of Regina bylaw will lose, if applicable, the 20 per cent outstanding payment following the initial breach of a bylaw. Subsequent incidents will result in the group being ineligible for grants in the future.

## **6. Application Process**

- Applications will be accepted prior to three deadline dates: January 31, March 30, and August 30, 2018.
- Applications must be received a minimum of three (3) months prior to the event in alignment with application deadlines and may be submitted up to 2 years prior to the event
- There is no guarantee of funding - applications may result in full, partial or no funding.
- Incomplete applications will not be considered.

Applications can be submitted electronically to [communityinvestments@regina.ca](mailto:communityinvestments@regina.ca), or hand delivered to the Ambassador's Desk on the Main Floor at City Hall with attention to 6<sup>th</sup> Floor, Community Investments.

If you have questions, please contact [communityinvestments@regina.ca](mailto:communityinvestments@regina.ca) or 306-777-7507.

## **7. Evaluation**

Questions on the application form provide a framework for the applicant to provide considerable detail regarding the event. The applicant may include additional information.

Requests will be evaluated using the following criteria:

- Organization
- Program Merit
- Community Need
- Community Impact
- Accessibility
- Financial Need

## **8. Post Approval**

- a) **Recognition** – Recipients are required to provide recognition to the City of Regina, if the funding request is approved.
- b) **Initial Payment** – An initial payment of 80 per cent of the approved funding is made following approval of a request.
- c) **Follow Up Report** – Recipients will be required to submit a report and performance information at the end of their funded event. This performance will be based on a menu of performance measures provided by the City (e.g., number of people who attended an event).
- d) **Final Payment** – The final 20 per cent of the approved funding will be released after the organization has completed the event, submitted the Follow-Up Report and the Report has been reviewed and approved.



SPECIAL EVENT GRANT (MAJOR) 2018 APPLICATION (Over \$5,000 - \$50,000)

Instructions:

- Complete all sections of this form in the space provided; type-written applications are required.
Keep one copy of this completed application form and attachments for your records.
Number all attachments.

Please Note: All information contained in this application and supporting documentation is posted on the internet.

GENERAL INFORMATION:

Organization's Legal Name: REGINA CANADA DAY COMMITTEE
Mailing Address: BOX 881, STN. MAIN, REGINA, SK Postal Code: S4P3B1
Contact Person: ELIZABETH STROM
Mailing Address: 51 TRUDEAU BAY, REGINA, SK Postal Code: S4S6V3
Telephone No: 306-737-6292
E-mail: stromelizabeth@gmail.com
Alternate Contact: JUSTINE GLOVER
Mailing Address: Postal Code:
Telephone No: 306-581-5044
E-mail: glover.justine@gmail.com
Name of Event: REGINA CANADA DAY 2018
Amount of Request: \$35000
Event Date(s): JUNE 30-JULY 1, 2018

Attachments (number all attachments to correspond with this list):

- #1 - Current Profile Report from the Corporate Registry of Information Services Corporation (ISC); the Profile Report must be printed from the ISC website no more than 30 days prior to submission of your grant application.
#2 - Letters of support (optional).
#3 - Event budget which includes a list of estimated expenditures, revenues, other confirmed funding sources, sponsorships and in-kind donations.

- #4 – Letters confirming financial sponsorships and in-kind contributions from other levels of government, corporations and sponsors.
  - #5 – Most recent audited annual financial statements of the organization as presented at the last Annual General Meeting – including an income statement (showing revenues & expenses) and a balance sheet (showing assets, liabilities, and equity). If the financial statements are not audited then the unaudited financial statements must be signed and certified correct by two members of the Board of Directors.
- 

**ORGANIZATION:**

7. What is your organization's mandate?

THE REGINA CANADA DAY'S MANDATE IS TO PROVIDE AN EVENT THAT LEAVES A LEGACY FOR CANADIANS TO JOIN FRIENDS, FAMILY AND FELLOW CITIZENS TO:

- CELEBRATE CANADA'S BIRTHDAY;
- SHOWCASE LOCAL TALENT;
- SHOWCASE THE MANY CULTURES THAT MAKE UP CANADA;
- RECOGNIZE AND RESPECT OUR HERITAGE AND DIVERSITY;
- ENCOURAGE PATRIOTISM; AND
- GENERATE PRIDE IN OUR NATION.

8. What are some of the significant accomplishments and successful programs of your organization over the past 3 years?

THIS COMMITTEE INTRODUCED THE FOLLOWING NEW INITIATIVES OVER THE PAST THREE YEARS:

- PANCAKE BREAKFAST
- CULTURAL VILLAGE
- ACCESSIBLE PARKING
- ENHANCED SAFETY AND SECURITY MEASURES
- FRANCOPHONE AND FIRST NATIONS PERFORMERS
- FRANCOPHONE TRANSLATION OF WEBSITE
- EXTENDED COMMUNITY ENGAGEMENT AND SPONSORSHIP - PARTICIPATION OF RCMP, AGRIBITION, MACKENZIE ART GALLERY
- BANNOCK AT PANCAKE BREAKFAST
- BIKE VALET TO ENCOURAGE 'GREEN PRACTICES'
- MUSIC WITH FIREWORKS

9. Does your organization have any unpaid accounts with the City of Regina (e.g., taxes, utilities, tickets, permits, etc.) or outstanding grant follow up reports? If yes, what are they?

NO

**PROGRAM MERIT:**

10. Provide a complete event description. Include detailed information on what activities are planned, dates/times/locations of activities, and all other relevant information.

THIS YEAR THE REGINA CANADA DAY COMMITTEE IS PLANNING TO CONTINUE WITH THE SUCCESS OF THE PANCAKE BREAKFAST FOR THE THIRD YEAR IN A ROW. IN ADDITION TO THE ANNUAL MAIN STAGE SHOW, COMMUNITY STAGE PROGRAMMING AND GROUNDS ENTERTAINMENT, WE ARE ALSO LOOKING TO CONTINUE WITH 150<sup>TH</sup> PARTNERSHIPS WITH CULTURAL GROUPS IN THE CITY TO ALLOW FOR A FULL EXPRESSION OF THE MANY WONDERFUL CULTURES THAT MAKE UP OUR CITY. AND, AS IN PREVIOUS YEARS, WE ANTICIPATE THE PARTICIPATION OF THE PLYWOOD CUP, THE STRONGMAN COMPETITION AND OTHER LOCAL PARTNERS SUCH AS THE SASKATCHEWAN SCIENCE CENTRE, MACKENZIE ART GALLERY AND THIS YEAR WE HOPE TO INVOLVE THE PARTICIPATION OF THE REGINA SYMPHONY ORCHESTRA. THE END OF THE EVENING WILL FEATURE SPECTACULAR FIREWORKS BY A LOCAL REGINA FIREWORKS COMPANY IT OUR GOAL TO LEAVE A LASTING IMPRESSION AND LEGACY FROM THIS CANADA DAY EVENT.

**COMMUNITY NEED:**

11. What other organizations are involved in the event as partners? Provide a list here and attach letters of support, labeled as Attachment #2.

PROVINCIAL CAPITAL COMMISSION, CANADIAN HERITAGE, SASKATCHEWAN SCIENCE CENTRE, MACKENZIE ART GALLERY, RCMP, AGRIBITION AND THE CITY OF REGINA.

**COMMUNITY IMPACT:**

12. What is the direct community impact of this event?

ASIDE FROM FOSTERING A SENSE OF NATIONAL PRIDE AND AN ENGAGED CITIZENRY THIS EVENT AFFECTS THE COMMUNITY AT ALL LEVELS. LOCAL BUSINESSES PROVIDE EVERYTHING FROM FOOD AND CRAFT VENDORS, TO STAGING, FIREWORKS AND SECURITY. A LOCAL SUPPLIER PROVIDES THE ALCOHOL THAT IS SOLD IN THE BEER GARDENS. VOLUNTEERS ARE KEY TO THE SUCCESS OF THIS EVENT AND WE ANTICIPATE THE NEED FOR AT LEAST 200 VOLUNTEERS FROM ACROSS THE CITY TO ASSIST IN ALL AREAS OF SET-UP, AMBASSADOR ROLES, AND SECURITY. IN ADDITION, SEVERAL DIGNITARIES FROM ALL LEVELS OF GOVERNMENT PARTICIPATE IN THE OPENING CEREMONIES.

13. How will you measure success of the event?

WE HOPE TO MEASURE SUCCESS OF THIS EVENT IN THREE WAYS. FIRSTLY, WE HOPE TO MEASURE THE PARTICIPATION OF THE GENERAL PUBLIC THROUGH SEVERAL MECHANISMS INCLUDING AN ON-SITE SURVEY (USING VOLUNTEERS), WEBSITE, FACEBOOK AND TWITTER FEEDBACK. SECONDLY WE HOPE TO SURVEY THE FOOD, CRAFT AND GROUND DISPLAY VENDORS AND TRACK THE NUMBER OF PARTICIPANTS. AND FINALLY, WE MEASURE OUR SUCCESS AS A NON-PROFIT EVENT BY THE FINANCIAL STABILITY OF COMMITTEE FOLLOWING THE EVENT.

14. What is the anticipated attendance of the event?

45,000+

15. Provide your best estimate of the economic impact of the event (e.g., ticket revenue, number of people employed)?

WE ESTIMATE 16-20 FOOD VENDORS, APPROXIMATELY 10 CRAFT VENDORS AND A FEW RETAIL VENDORS AT AN ESTIMATED TOTAL OF \$16,000. BEER SALES ARE TYPICALLY BETWEEN \$30-50,000. THE ENTIRE COMMITTEE IS VOLUNTEER BASED AND RECEIVES NO HONORARIUM FOR THEIR TIME OR SERVICES THROUGHOUT THE YEAR. REGINA CANADA DAY PROVIDES AN EXCELLENT OPPORTUNITY FOR PRIVATE AND PUBLIC CORPORATIONS TO ENGAGE CITIZENS .

**ACCESSIBILITY:**

16. Accessibility is defined as the degree to which an activity, service, or physical environment is available to as many people as possible, regardless of their physical abilities or socio-economic background. Describe how this program is accessible to the public and who can participate.

THIS EVENT IS STRUCTURED AS A FREE EVENT OPEN TO EVERYONE REGARDLESS OF SOCIO-ECONOMIC BACKGROUND OR PHYSICAL ABILITIES. IT IS HELD IN THE WASCANA CENTRE WITH CONSIDERATION GIVEN TO THOSE IN NEED OF SPECIAL PARKING. THE VENUE IS WHEELCHAIR ACCESSIBLE AS WELL. ATTENDEES CAN BRING THEIR OWN FOOD OR NON-ALCOHOLIC DRINKS BUT ITEMS ARE ALSO AVAILABLE FOR PURCHASE FROM LOCAL VENDORS.

17. Describe how this program is accessible to the public? Please specify, which aspects of the event are free and which have an admission fee? List all levels of applicable fees.

ALL AREAS ARE FREE TO ATTEND.

**FINANCIAL NEED:**

18. Explain why funding from the City of Regina is needed?

THIS EVENT IS MADE POSSIBLE THROUGH THE SUPPORT OF GOVERNMENT FUNDING AND SPONSORSHIP. THIS EVENT IS A MARQUEE EVENT THAT BRINGS THE CITIZENS OF REGINA TOGETHER, SHOWCASES THE CITY'S LOCAL TALENT AND DIVERSITY AND IS A KEY ATTRACTION FOR NEW CANADIANS AND FRIENDS ALIKE. IN 2016, RCDC RECEIVED \$22,500 FROM THE CITY OF REGINA SPECIAL EVENT GRANT. THIS YEAR WE ARE ASKING FOR AN ADDITIONAL \$12500 AS THERE IS SIGNIFICANT COST FOR THE COMMITTEE IN THE REQUIREMENT OF ADDITIONAL REGINA POLICE SERVICES OFFICERS AND THIS YEAR WE ANTICIPATE EVEN A GREATER SECURITY REQUIREMENT FOR THE DAYS EVENTS GIVEN THE CURRENT SECURITY CLIMATE.

**SOCIAL MEDIA:**

19. Would you like the City of Regina to promote your event on social media?

X  Yes  No

If yes, please attach all logos/photos that could be used to help the City of Regina enhance the posts about your event.

20. If applicable, please provide your organization's social media accounts, below:

Facebook: <https://www.facebook.com/ReginaCanadaDay>

Instagram:

Twitter: <https://twitter.com/ReginaCanadaDay>

Snapchat:

21. If resources are available, do you approve the City of Regina to attend your event and take photos/videos to share on social media?

x  Yes  No

# APPLICATION AGREEMENT

## Use of Money

The Organization hereby agrees to use any money or services provided to the Organization only in the manner set out in this application and agrees to comply with any conditions as set out in the approval letter issued by the City. The City reserves the right to demand, at any time, the return of any monies or a portion of the monies, and the Organization agrees to return the monies, if the Organization: does not comply with the conditions set out in this application or the approval letter, uses the money in a manner that, in the opinion of the City, is inconsistent with the objectives of the Community Investment Grants Program, does not use the money in accordance with the description of the intended use of the funds as set out in this application, if the undersigned made a material misrepresentation in the application, if the Organization did not use all of the money or if the organization used the money for something not described in this Application without the written consent of the City.

## Compliance with Bylaws and Policies

Organizations receiving funding from the City of Regina must abide by City's bylaws, policies and procedures. An organization that has breached a City of Regina bylaw will lose, if applicable, the 20 percent outstanding payment following the initial breach of a bylaw. Subsequent incidents will result in the group being ineligible for grants in the future. If an organization has been advised of a City policy or procedure and does not comply with it, then this breach will be treated in the same manner as a breach of a City Bylaw.

## Freedom of Information and Protection of Privacy

The City of Regina is committed to protecting the privacy and confidentiality of 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 in this application will be used to administer the Community Investment Grants Program. De-identified, aggregate information will be used by City of Regina for program planning and evaluation. This application will be distributed to the adjudicators of the Community Investment Grants Program.

## Representations

In making this application, we the undersigned Board Members/Executive Director hereby represent to the City and declare that to the best of our knowledge and belief, the information provided in this application and the related attached supporting documents are truthful and accurate, that we have read and agree to comply with the Grant Guidelines and the application is made on behalf of the above-named organization and with the Board of Director's full knowledge and consent. We further represent that the above-named organization is registered as a non-profit corporation pursuant to the laws of Saskatchewan and agree that the organization shall remain so registered for the duration of the term of the grant.

## Two signatures are required:

Board Member Name (print)	Signature	Position	Date
Board Member or Executive Director Name (print)	Signature	Position	Date

### RCDC BUDGET 2018

<b>Expenses</b>			
Administration			7,800.00
Honoraria Fees			53,500.00
Overhead			5,000.00
Entertainment			94,000.00
Event			85,500.00
Promotion and Communication			12,000.00
Hospitality			<u>23,000.00</u>
<b>Total Expenses</b>			<b>280,800.00</b>
<b>Revenues</b>			
Celebrate Canada			50,000.00
Applicant Contribution			20,000.00
Other			210,800.00
Beer Gardens		25000	
Vendors		16000	
<b>Sponsorship</b>		<b>54800</b>	
Molson's	8000		
Cooperators Insurance	6000		
Connexus	5000		
Coop Refinery	25000		
SaskEnergy	5000		
GMS	5000		
Rj's Ice and Water	800		
<b>In-kind</b>		<b>50000</b>	
Promotions	7000		
Entertainment	5000		
Volunteer	3000		
Equipment	10000		
Security	10000		
Venue Rental	10000		
Pancake Breakfast	3000		
Master of Ceremonies	2000		
Grants (City, PCC)		50000	
Rotary Club		15000	
<b>Total Revenues</b>			<b>280,800.00</b>

<b>Expenses</b>			
<b>Administration</b>			
Salaries, fees and benefits			
Accounting			900.00
Insurance			6,500.00
Material and Supplies			400.00
			7,800.00
<b>Honoraria/Fees</b>			
Consultant/Professional Fees			42,000.00
Communications			-
Executive Director		22,000.00	
Production Manager		10,000.00	
Site Manager		10,000.00	
Administrative			-
Volunteers			10,000.00
Translation			1,500.00
Other			-
			53,500.00
<b>Entertainment</b>			
Artists			42,000.00
Headliner		25000	
RSO		7000	
Kids Headliner		5000	
Fill Performers		5000	
Master of Ceremonies			2,000.00
Fireworks			30,000.00
Grounds Entertainment			20,000.00
Face Painters, Dino, etc.		5000	
Stage(s)		15000	-
			94,000.00

<b>Event</b>			
Licenses			100.00
Decorations			200.00
Equipment Rental			40,000.00
Tables, Chairs, Tents	15000		
Fencing, Portapotties,	20000		
Light towers, Trailers, etc.	5000		
Venue Rental			10,000.00
Production			
Security			35,000.00
RPS	20000		
A1, Haztech	10000		
Other	5000		
Copyright			<u>200.00</u>
			85,500.00
<b>Promotion and Communication</b>			
Communications			500.00
Photographer			2,000.00
Publishing/printing			2,500.00
Press Conference			
Advertising			5,000.00
Translation Services			1,000.00
Website			<u>1,000.00</u>
			12,000.00
<b>Hospitality</b>			
Liquor Permits			-
Beer Gardens			20,000.00
Pancake Breakfast			<u>3,000.00</u>
			23,000.00



City of Regina

## COMMUNITY INVESTMENT GRANTS PROGRAM

# SPECIAL EVENT GRANT (MAJOR) 2018 GUIDELINES & APPLICATION PACKAGE

(Over \$5,000 - \$50,000)

### Guidelines

#### 1. Program Purpose

The funding supports events that are either:

- a) one time and first time events that celebrate, preserve and enhance Regina's identity by commemorating notable people, places and events, symbols and anniversaries or;
- b) local events that promote the values of citizenship and identity on Canada Day, National Aboriginal Day, Remembrance Day and Saint Jean Baptiste Day; or
- c) re-occurring events that have an established history of City of Regina service support (e.g., transit services).

#### 2. Eligibility Requirements:

To qualify for funding, all of the following eligibility conditions must be met:

- The organization must be incorporated as a non-profit organization and must have been incorporated for a minimum of one year at the time this application is submitted;
- The organization must not exclude anyone because of religion, national or ethnic origin, colour, sex, sexual orientation, age, or mental or physical disability. This does not preclude those organizations that restrict services to a particular sector of the community for reasons of improving the conditions of disadvantaged individuals or groups according to Section 15 (1) (2) of the Charter of Rights;
- The organization must be considered in good standing by the City of Regina (e.g., no outstanding accounts such as unpaid taxes, utilities, tickets, permits, etc. or outstanding follow-up reports from previous grants);
- The event must be a community based activity which is open to the public;
- The event must occur in Regina.
- Events that result in cash prizes, awards and/or gifts are eligible to apply
- Business improvement districts partnering with the City of Regina are eligible to apply

#### 3. Ineligible Requests:

The City of Regina does not provide Special Event funding to:

- Events that qualify for funding under other City of Regina grant programs (e.g., hosting championship events under the Sport & Recreation Stream);
- Organizations that have already received a City of Regina Special Event grant that year;
- Annual general meetings, educational seminars, professional development;
- Fundraisers;
- Initiatives whose purpose is the furtherance of a religious or political belief;
- Charitable foundations;
- Municipal service providers such as fire, police and libraries;
- Regina Qu'Appelle Health district, hospitals, nursing homes;
- Schools, school boards, educational institutions.

### **Ineligible Expenses:**

City of Regina funding may not be used for:

- Alcohol;
- Building renovations or improvements;
- City of Regina grant funding used specifically for cash prizes, awards and/or gifts.

### **4. Funding Levels, Review & Approval**

#### **Requests of Over \$5,000 and Up to a maximum of \$50,000**

Requests for funding of \$5,000 and up to a maximum of \$50,000 are considered through the Special Event Major Grant Program. Special Event Major Grant applications are initially evaluated by City Administration and a report containing a recommendation is prepared. The report is presented to the Executive Committee of City Council for a final decision. The maximum request for a Special Event Major Grant is \$50,000

### **5. Terms and Conditions of Funding**

Organizations receiving funding from the City of Regina must abide by City's bylaws, policies and procedure. When unaware of a bylaw, policy or procedure, the organization will be informed of the regulations. An organization in breach of a City of Regina bylaw will lose, if applicable, the 20 per cent outstanding payment following the initial breach of a bylaw. Subsequent incidents will result in the group being ineligible for grants in the future.

### **6. Application Process**

- Applications will be accepted prior to three deadline dates: January 31, March 30, and August 30, 2018.
- Applications must be received a minimum of three (3) months prior to the event in alignment with application deadlines and may be submitted up to 2 years prior to the event
- There is no guarantee of funding - applications may result in full, partial or no funding.
- Incomplete applications will not be considered.

Applications can be submitted electronically to [communityinvestments@regina.ca](mailto:communityinvestments@regina.ca), or hand delivered to the Ambassador's Desk on the Main Floor at City Hall with attention to 6<sup>th</sup> Floor, Community Investments.

If you have questions, please contact [communityinvestments@regina.ca](mailto:communityinvestments@regina.ca) or 306-777-7507.

### **7. Evaluation**

Questions on the application form provide a framework for the applicant to provide considerable detail regarding the event. The applicant may include additional information.

Requests will be evaluated using the following criteria:

- Organization
- Program Merit
- Community Need
- Community Impact
- Accessibility
- Financial Need

### **8. Post Approval**

- a) **Recognition** – Recipients are required to provide recognition to the City of Regina, if the funding request is approved.
- b) **Initial Payment** – An initial payment of 80 per cent of the approved funding is made following approval of a request.
- c) **Follow Up Report** – Recipients will be required to submit a report and performance information at the end of their funded event. This performance will be based on a menu of performance measures provided by the City (e.g., number of people who attended an event).
- d) **Final Payment** – The final 20 per cent of the approved funding will be released after the organization has completed the event, submitted the Follow-Up Report and the Report has been reviewed and approved.



City of Regina

COMMUNITY INVESTMENT GRANTS PROGRAM

SPECIAL EVENT GRANT (MAJOR) 2018 APPLICATION (Over \$5,000 - \$50,000)

Instructions:

- Complete all sections of this form in the space provided; type-written applications are required.
Keep one copy of this completed application form and attachments for your records.
Number all attachments.

Please Note: All information contained in this application and supporting documentation is posted on the internet.

GENERAL INFORMATION:

Organization's Legal Name: Sâkêwêwak First Nations Artists' Collective Inc.
Mailing Address: Unit #2, 1440 Broadway Ave., Regina, SK Postal Code: S4P 1E2
Contact Person: Adam Martin
Mailing Address: 1636 Montreal St., Regina, SK Postal Code: S4P 1K6
Telephone No: 306.530.4457
E-mail: sakewewak@gmail.com
Alternate Contact: Richard Missens
Mailing Address: 1 First Nations Way, Regina, SK Postal Code: S4S 7K2
Telephone No:
E-mail: rmissens@firstnationsuniversity.ca
Name of Event: 40th Annual First Nations University of Canada Powwow
Amount of Request: \$25,000
Event Date(s): April 19 - Youth Symposium, April 20 Rounddance, April 21 & 22 Powwow

Attachments (number all attachments to correspond with this list):

- #1 - Current Profile Report from the Corporate Registry of Information Services Corporation (ISC); the Profile Report must be printed from the ISC website no more than 30 days prior to submission of your grant application.
#2 - Letters of support (optional).

- #3 – Event budget which includes a list of estimated expenditures, revenues, other confirmed funding sources, sponsorships and in-kind donations.
- #4 – Letters confirming financial sponsorships and in-kind contributions from other levels of government, corporations and sponsors.
- #5 – Most recent audited annual financial statements of the organization as presented at the last Annual General Meeting – including an income statement (showing revenues & expenses) and a balance sheet (showing assets, liabilities, and equity). If the financial statements are not audited then the unaudited financial statements must be signed and certified correct by two members of the Board of Directors.
- 

## ORGANIZATION:

7. What is your organization's mandate?

Sakewewak:

**OUR MANDATE:** Our mandate is to ensure that Indigenous artists within the city of Regina and surrounding areas are consistently provided with the space and environment that allows them to develop their self-determined artistic practices through critical exchange with their peers and audiences.

**OUR VISION:** Sâkêwêwak envisions a dynamic community of diverse artists who stimulate, share, exchange, engage and support the development of self-determined Indigenous art in a welcoming collaborative environment.

**OUR VALUES:**

Respect – Each other's cultural perspectives and traditions.

Support – Our endeavors and accomplishments.

Trust – In one another's abilities.

Advocacy - We champion Indigenous arts and artists in our community.

Collaboration - We are committed to working with others to build community and opportunity for Indigenous artists. Partnerships lead to great accomplishments.

First Nations University of Canada's annual spring celebration powwow is a fun and entertaining way to share and promote Indigenous identity through song, dance, food and craft. The annual powwow is one of the first of the season and is considered by many as the official "kick-off" to the annual powwow season. It is one of the largest powwows in Canada attracting more than 8,000 visitors and upwards of 850 registered dancers and 200 singers from across Canada and the United States. Our tradeshow, community sponsored specials, traditional food booth and convenient location at the Brant Center - Evraz Place makes this event an excellent tourist attraction.

8. What are some of the significant accomplishments and successful programs of your organization over the past 3 years?

Sakewewak:

Following the 2014 North American Indigenous Games (NAIG), International Indigenous Artists Program (IIAP). Sâkêwêwak established an annual arts residency focused on mentorship titled "InRez." InRez2016 featured three emerging artists led by Kevin McKenzie and asked "what will

Canada's relationship with Indigenous people be like in the next 150 years?" The resulting exhibition visited two locations in Regina and Wansukewin, Saskatoon.

In 2016, the Activism & Education Through the Arts Indigenous Artists' Symposium (February 24-27, 2016) brought together approximately 50 Indigenous artists, educators and cultural workers from across Canada to meet, share and contribute to the ongoing discourse of Indigenous art as cultural narrative for social change. A majority of these artists presented to community who attended. The event took place and was presented in partnership with the First Nations University of Canada and was held in conjunction with Sakewewak Annual Storytellers Festival 2016. This was highly successful in affirming confidence in Sakewewak's ability to host larger, national events.

Every February since 2000, the Sâkêwêwak Annual Storytellers Festival is a community based, multidisciplinary arts showcase featuring Indigenous storytelling. More recently, it has grown to accommodate educational workshops, youth programming, visual arts exhibitions and concerts. Always free and open to the general public, the festival allows for our audience to experience traditional and contemporary Indigenous arts and culture.

The First Nations University of Canada Powwow continues to grow year after year attracting more and more guests each year from an average attendance of 6,000 to over 8,000 guests the past two years. This growth also pertains to the growth in many new non-First Nations guests who have taken an interest in the powwow and want to see it for themselves.

There is a major increase in the amount of participants in the powwow showing a major growth in interest in our youth and community members who both dance and sing. With a record high for 2017 with 850 dancers and over 200 singers (half of those being youth) we are growing pride in our communities. There are countless new programs in the community and in surrounding reserve communities expanding investment into programs to teach powwow and teach families how to make the intricate regalia while teaching the cultural significance of each dance and the ceremonies associated with it.

9. Does your organization have any unpaid accounts with the City of Regina (e.g., taxes, utilities, tickets, permits, etc.) or outstanding grant follow up reports? If yes, what are they?

Sakewewak does not have any outstanding/unpaid accounts with the City of Regina.

#### **PROGRAM MERIT:**

10. Provide a complete event description. Include detailed information on what activities are planned, dates/times/locations of activities, and all other relevant information.

The First Nations University Pow-wow is one of the longest running celebrations in Saskatchewan and has grown to be one of the largest as well. Our students began this celebration more than 40 years ago and they still play a significant leadership role in hosting the event. Everyone is welcome. The event is alcohol free and is targeted at families and spectators (First Nation and Non-First Nation) visitors of all ages. This come-and-go event has exciting and colorful performances that run continuously throughout the afternoon and evening, beginning with our Grand Entry at 12:00 noon on Saturday and Sunday as well as 7pm in the evenings. Closing with a "retiring of the flags" ceremony at about 11pm each night.

This year we have a number of specials including tiny-tot initiations, adult dance competitions and hand-drum contests. Including a special that will honor the life of the late Mike Pinay, who played a major role as an elder in the Regina community for many years working in our schools, the RPS,

government, and many other organizations. We will honor his life and his family for all that they have given to the community and to the powwow circle.

Admission: \$10.00 Daily \$15.00 Weekend Pass \*plus \$2.00 for Brandt Service Fee Children 5 and under free.

This year we will also introduce a Youth Symposium on Reconciliation of which will be a free event for youth in Regina and surrounding area to attend. We wanted to ensure that in a time of reconciliation we often focus our discussions amongst companies, governments, and the general public, but we forget to engage with our youth in this most important understanding of reconciliation and what it means in our communities especially if we expect them to carry the changes forward. This event will be hosted on April 19th and is an all day event.

We will also consider hosting a rounddance of which will be a free event for the public to attend to kick off the powwow at First Nations University of Canada. There will be at least 20-25 singers that will be honored throughout the night to share their songs with those in attendance. This will include a feast and will be supported by up to 10 local elders. The event will run from 5pm to 11pm on Friday April 20, 2018. Rounddances typically see 500-750 guests from the surrounding community, given this event is attached to the powwow the capacity could maintain up to 1,000 guests.

#### **COMMUNITY NEED:**

11. What other organizations are involved in the event as partners? Provide a list here and attach letters of support, labeled as Attachment #2.

First Nations University of Canada is the major partner in this event and they have proudly hosted the powwow for the past 40 years with significant growth in the events attendance, dancers and singers during the past 4 years. Richard Missens, the Chair of the Powwow Committee, continues to adjust to new trends and is focused on sharing the celebration with more non-First Nations guests within Regina to show that this event is welcoming for everyone.

Thomas Benjoe, President and CEO for FHQ Developments, continues to support the powwow year after year and the company is now a major sponsor for the event as it supports youth in arts, culture and language. FHQ Developments donation mandate is to support First Nations youth and the powwow plays a significant role in sharing and celebrating First Nations culture.

#### **COMMUNITY IMPACT:**

12. What is the direct community impact of this event?

The First Nations University of Canada Powwow continues to share and celebrate First Nations culture through song and dance. It is a sense of pride that is shared amongst the community and the City of Regina should be proud to host such an event in the community at a time of reconciliation. Guests from all over North America come to compete for top prizes and share their dance, stories and songs with those in attendance. Vendors from all over North America set up in the tradeshow to showcase their authentic handmade crafts.

The powwow is a much anticipated event and other community programs often shadow the powwow such as community programs to teach powwow dancing, singing and making regalia that is open to the public. These programs will often host "initiation ceremonies" during the powwow to bring those youth and community members into the powwow circle to be recognized as dancers and singers. The pride that is shared amongst those families leaves lasting memories and continues to ensure those teachings continue to be carried on for many generations.

The economic impact of over 8,000 guests is a measure that we are working with Tourism Sask to help support. We estimate 45-50% of our guests are from outside of the Regina area with 15% being from the US based on the registration of our dancers. These guests will stay in hotels, eat at local restaurants, and shop throughout Regina.

We have always had the pleasure of introducing Mayor Michael Fougere at the powwow each year as well as members of the council and the Regina Police Service. They participate in our Grand Entries and take the time to visit and take in the event on an annual basis.

13. How will you measure success of the event?

Our measurement of success is based on increased guest attendance, dancers, and singers that register throughout the weekend.

14. What is the anticipated attendance of the event?

We anticipate over 8,000 guests throughout the weekend.

15. Provide your best estimate of the economic impact of the event (e.g., ticket revenue, number of people employed)?

The cost of the event continues to rise year over year and last year's revenue was over \$220,000. We always try to ensure that there is additional revenue earned from sources such as fundraising and 50/50 sales in case of any increased venue costs or cost of security rises.

#### **ACCESSIBILITY:**

16. Accessibility is defined as the degree to which an activity, service, or physical environment is available to as many people as possible, regardless of their physical abilities or socio-economic background. Describe how this program is accessible to the public and who can participate.

The event is held at the Brandt Centre which has accessibility options for those that require that service. The Brandt Centre typically accommodates any of these needs with our guests at their request.

17. Describe how this program is accessible to the public? Please specify, which aspects of the event are free and which have an admission fee? List all levels of applicable fees.

The main Powwow event is open to the public but a fee is charged for day admission (\$10.00) and for weekend admission (\$15.00) with kids 5 and under being free.

The Youth Symposium will be free to those schools and youth that participate in the event.

The Rounddance is free to the public to attend.

**FINANCIAL NEED:**

18. Explain why funding from the City of Regina is needed?

The City of Regina used to be a major sponsor to the event prior to policy changes that now excludes Post Secondary Institutions from applying for funding for the event. This is a volunteer event driven by students and alumni of the First Nations University of Canada to share their cultural song and dance within Regina.

The funding that was provided by the City of Regina helped to offset the cost of the facilities and additional security throughout the weekend. We will continue to focus the spend on the event in those areas for the powwow.

A total ask of \$25,000 is being requested to go towards the cost of the facilities and security at the powwow.

**SOCIAL MEDIA:**

19. Would you like the City of Regina to promote your event on social media?

X  Yes

If yes, please attach all logos/photos that could be used to help the City of Regina enhance the posts about your event.

20. If applicable, please provide your organization's social media accounts, below:

Facebook: First Nations University of Canada Powwow @sakewewak Instagram: @fnunivpowwow

Twitter: @fnunivpowwow @sakewewak Snapchat: @fnunivpowwow

21. If resources are available, do you approve the City of Regina to attend your event and take photos/videos to share on social media?

X  Yes

We would like to see the city take more of a collaborative approach to this event given that this is one of the largest gatherings for First Nations in Canada and the steps the city continues to make towards reconciliation will be viewed by the First Nations community by being a part of this event.

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**APPLICATION AGREEMENT**

**Use of Money**

The Organization hereby agrees to use any money or services provided to the Organization only in the manner set out in this application and agrees to comply with any conditions as set out in the approval letter issued by the City. The City reserves the right to demand, at any time, the return of any monies or a portion of the monies, and the Organization agrees to return the monies, if the Organization: does not comply with the conditions set out in this application or the approval letter, uses the money in a manner that, in the opinion of the City, is inconsistent with the objectives of the Community Investment Grants Program, does not use the money in accordance with the description of the intended use of the funds as set out in this application, if the undersigned made a material misrepresentation in the application, if the Organization did not use all of the money or if the organization used the money for something not described in this Application without the written consent of the City.

**Compliance with Bylaws and Polices**

Organizations receiving funding from the City of Regina must abide by City's bylaws, policies and procedures. An organization that has breached a City of Regina bylaw will lose, if applicable, the 20 percent outstanding payment following the initial breach of a bylaw. Subsequent incidents will result in the group being ineligible for grants in the future. If an organization has been advised of a City policy or procedure and does not comply with it, then this breach will be treated in the same manner as a breach of a City Bylaw.

**Freedom of Information and Protection of Privacy**

The City of Regina is committed to protecting the privacy and confidentiality of 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 in this application will be used to administer the Community Investment Grants Program. De-identified, aggregate information will be used by City of Regina for program planning and evaluation. This application will be distributed to the adjudicators of the Community Investment Grants Program.

**Representations**

In making this application, we the undersigned Board Members/Executive Director hereby represent to the City and declare that to the best of our knowledge and belief, the information provided in this application and the related attached supporting documents are truthful and accurate, that we have read and agree to comply with the Grant Guidelines and the application is made on behalf of the above-named organization and with the Board of Director's full knowledge and consent. We further represent that the above-named organization is registered as a non-profit corporation pursuant to the laws of Saskatchewan and agree that the organization shall remain so registered for the duration of the term of the grant.

**Two signatures are required:**

Board Member Name (print)	Signature	Position	January 31, 2018
Adam Martin		Executive Director	Date
Board Member or Executive Director Name (print)	Signature	Position	Date
			January 31, 2018

**First Nations University of Canada**  
**40th Annual Spring Celebration Powwow**  
**April 21 & 22, 2018**

<b>Revenues</b>			
		<b>2018</b>	<b>2017</b>
		<b>Budget</b>	<b>Actual</b>
<b>CONTRIBUTIONS</b>			
First Nations University of Canada		-	-
<b>ADMISSIONS &amp; BOOTHS</b>			
Admission Fees - Door	1,165	55,000	51,147.62
Admission Fees - Advance (FNUniv)	461	7,000	6,955.05
Admission Fees - Advance (Creeland)	1,418	22,000	21,270.00
Booth Rental (25 booths x \$400)		5,000	17,497.00
Traditional Food Booth		15,000	2,000.00
Floor Vendors		-	-
<b>DONATIONS &amp; SPONSORSHIPS</b>			
Individual Donations		2,880	4,018.25
50/50		6,000	6,701.83
Fund Raising		-	1,000.00
Recycling		90,000	96,250.00
Corporate		-	-
<b>OTHER</b>			
Rental Revenue		-	-
GST from Evraz Place		2,500	2,557.38
<b>SURPLUS (DEFICIT) FROM PREVIOUS YEAR</b>			14,406.15
<b>Total Revenues</b>		<b>205,380</b>	<b>224,803.38</b>

<b>Expenses</b>			
		<b>2018</b>	<b>2017</b>
		<b>Budget</b>	<b>Actual</b>
<b>FACILITIES</b>			
Facility Rental		19,780	19,780.00
Facility Fee		9,200	7,980.00
Event Personnel		11,000	10,799.80
Event Security		15,000	15,151.08
Electrical		2,000	1,958.00
Tables and Chairs		2,000	1,917.00
Stage		1,500	1,500.00
Risers		150	150.00
Traditional Food Booth Fee		2,500	-
Portable sinks		800	385.00
Sound		200	200.00
IATSE		1,800	1,460.98
Carpet Cleaning		200	-
GST		-	3,064.08
Damages		500	-
		<b>66,630</b>	<b>64,345.74</b>
<b>ADMINISTRATION</b>			
Elders, Advisors Honorariums & Meetings		4,500	4,150.00
Tobacco		1,000	996.80
Van Rental		-	-
Equipment Rentals		3,500	3,362.11
Advertising & Promotion		9,000	350.24
Printing		6,500	-
Meals (headstaff, committee & volunteers)		1,500	1,420.00
Hotel Rooms - Ramada		6,000	3,046.75
Winter Feast		-	-
Veterans		6,600	6,400.00
Committee Give Away		2,000	1,946.15
Water		-	-
Wristbands		1,220	1,518.10
Laying Carpet		1,500	1,500.00
Pow-wow Jackets		-	-
Photography		500	500.00
St. Johns Ambulance		1,000	1,000.00
Police Services		-	-
Miscellaneous Supplies		300	1,228.07
Volunteer Appreciation dinner		400	264.00
Windup Committee Dinner		1,000	996.25
		<b>46,520</b>	<b>28,680.47</b>

**First Nations University of Canada**  
**40th Annual Spring Celebration Powwow**  
**April 21 & 22, 2018**

<b>STAFF &amp; PERSONNEL</b>			
Announcer		1,000	1,000.00
Announcer		1,000	1,000.00
Announcer		-	-
Student Announcer		500	-
Arena Director		1,000	1,000.00
Student Arena Director		500	500.00
Head Singing Judge		1,000	1,000.00
Student Singing Judge		-	-
Tabulating Services		2,000	2,000.00
Sound		2,000	2,000.00
		<b>9,000</b>	<b>8,500.00</b>
<b>DANCE CATEGORIES &amp; CONTESTS</b>			
Champion Division		5,600	5,600.00
Adult Division		39,200	39,200.00
Teen Division		5,250	5,250.00
Junior Division		3,675	3,675.00
Tiny Tot		1,100	-
Singing Contest		35,000	35,000.00
Non-Competing Drums		-	-
Host Drums		-	-
Miss First Nations University Pageant		7,500	6,925.26
Hand-Drum Special		3,000	2,250.00
Elders Dance Special		-	-
<b>OTHER</b>			
Elder's Lounge		1,000	-
		<b>101,325</b>	<b>97,900.26</b>
<b>Total Revenues</b>		<b>205,380</b>	<b>224,803.38</b>
<b>Total Expenses</b>		<b>223,475</b>	<b>189,426.47</b>
<b>Surplus (Deficit)</b>		<b>(18,095)</b>	<b>25,376.91</b>