



Municipality of the County of Colchester
Community Event Grants Program
Guidelines

Purpose

The Community Events Grants Policy enables a program of contribution grants to organizations for the establishment and sustainability of events and festivals that create community and/or economic benefits for the County of Colchester.

The intent of these grants is to assist with the one-time or early years' costs of these festivals rather than provide long-term funding.

Categories of Community Event Grants

Local Event - assists organizations hosting community events or festivals primarily for local community participation.

Visitor Attraction - assists organizations hosting events or festivals that will attract both local and visiting participants.

Eligibility Criteria

Applicants must be a non-profit organization which is either an incorporated body or a registered charity.

Recipients are eligible for a maximum of three grants over the life of the event or festival.

Funding

There is no individual grant level set under the Community Event Grants Program, but applicants should be aware that the program is intended to assist multiple organizations with modest contributions.

Application Process

All applications must include the following:

- the name of the organization hosting the event
- the event date
- the amount of money requested
- what the money will be used for
- estimated attendance at the event
- indication of whether the applicant organization has received grant funds from the Municipality of Colchester for the event in past years, noting amount of grant(s), year(s), and name of event(s).

Visitor Attraction applications must also include information on anticipated economic benefit for Colchester County, and indications of other funding sources for the event.

Organizations may be required to present their grant request in person before Council.

Deadline

Applications will be received throughout the year. Organizations are encouraged to submit their request in January to align with Municipal budgetary planning.

Grant Reporting

Successful applicants are required to submit a post-grant report to confirm use of funds is consistent with the grant application and the terms and conditions set out in the letter of notification.

Photographs and descriptions of the grant-supported event are encouraged. Organizations should report on successes and short-comings in relation to the community and economic impact they anticipated.

The post-grant report form is available on www.colchester.ca.

The post-grant report must be received prior to eligibility for a subsequent grant.

For More Information

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