

Community Events Program Info Sheet

About this grant

This grant provides funding to support public events, cultural activities, community projects, or public art projects in West Broadway.

By supporting arts & events within our neighbourhood, we benefit the business district and make our community a livelier and more vibrant place to live, work & visit.

Grant Amount

Maximum \$250 per recipient

Who is eligible?



Anyone wanting to host an event or public project within West Broadway!

Event Criteria



Open to the public



Within West Broadway BIZ zone



Contributes to neighbourhood vibrancy



Supports local businesses



Public acknowledgement of receipt of support from the West Broadway BIZ

THE PROCESS



1. Submission

You submit your application online or in person



2. Acceptance

We will contact you to let you know whether your form was filled out correctly



3. Approval

We will contact you to let you know whether you have been approved as a recipient



4. Sponsorship

Submit your expenses & receive up to \$250!



Visit our website for more program details & applications!

For help with your application, call us at 204-779-4100



Community Events Program Grant Application

Hi Neighbour!

We're glad that you are applying for our Community Events Program! We know that filling out grant applications can be a little tricky, so please contact us at 204-779-4100 if you have any questions or require assistance. We are happy to help!

Section 1: Grant Details

Applications will be accepted on an ongoing basis, provided there are funds available to disburse.

100% of funds awarded will be disbursed on completion of the event and proof of sponsorship recognition.

Funds are approved at the discretion of the Committee. Applicants may receive less than their total request.

Applications may be rejected if they are incomplete, do not align with the vision of stakeholders, or if they conflict with known BIZ member services and initiatives.

Applications are open to organizers of all types, as long as event activities are hosted within the West Broadway Business Improvement Zone.

Event organizers are required to acknowledge the BIZ's support in a manner agreed upon by both parties. This may include:

- The use of our logo on posters, social media, and published event material (eg: programs or signage)
- Linking to the West Broadway BIZ website or social media pages in event promotions
- Use of the hashtag #westbroadwaybeautiful on materials
- Verbal public recognition at the event



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Section 2: Applicant Information

Event Name:

Organizer Name:

Contact Person:

Mailing Address:

Phone:

Email:

Organization Type:

☐

Individual

☐

Community group

☐

Business

☐

Non-profit

☐

Other:

Description of organization:

Do you, your associates, or the organization stand to directly or indirectly benefit financially from the coordination of this event?

☐

Yes

☐

No



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Section 3: Event Description

Event Date(s) & Time(s):

Event Location:

Expected Attendance:

Category of Event:



Arts/Music



Community



Family



Market



Cultural



Charitable



Industry



Holiday



Sports



Other:

Will the event be:



Revenue neutral



Revenue generating



For a charitable cause

Is this the first year of the event?



Yes



No

Is the event free to attend?



Yes



No

Event description:



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Section 3: Event Description *cont'd*

Event objectives:

How will this event contribute to the vibrancy of the West Broadway BIZ and the surrounding neighbourhood? (i.e. how will it bring people and energy into the neighbourhood?)

How will the West Broadway BIZ be recognized publicly for its support of the event?

Will BIZ member businesses be invited to participate in the event? If so, will there be a fee to participate?



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Section 3: Event Description *cont'd*

How does your event demonstrate economic connectivity with BIZ members?

What permits & permissions will you need to obtain for this event?

Do you authorize West Broadway BIZ to tag you, your organization and/or your event on social media?

☐ YES

☐ NO

If yes, please list all social media accounts we are authorized to tag:

If yes, please list all hashtags associated with your specific event:

Do you authorize West Broadway BIZ to publish pictures & information about your event in our newsletter and/or on social media?

☐ YES

☐ NO



Community Events Program Grant Application

Section 4: Breakdown of Costs

Advertising (posters, social media, print, etc):	\$	<input type="text"/>
Event Infrastructure (equipment rentals, etc):	\$	<input type="text"/>
Venue Rental:	\$	<input type="text"/>
Volunteer Support:	\$	<input type="text"/>
Other <input type="text"/>	\$	<input type="text"/>
Total sponsorship requested:	\$	<input type="text"/>

IMPORTANT: You will be required to submit receipts to support your expenses.

Section 6: Certification

It is hereby certified that the information provided in this application is to the best of my knowledge accurate.

Applicant name

Applicant signature

Date

You can email your application to director@westbroadwaybiz.com
or you can mail your application to:

West Broadway BIZ
Attn: Eric Napier Strong
PO Box 58060
Winnipeg RPO Bishop Grandin, MB
R2M 2R6