SMALL GRANT ACCESSIBILITY PROGRAM (SGAP)

Application Deadline: ***January 11, 2027***

Please read these Guidelines carefully before you start your application. Before you apply, contact consultant Tomasin Playford at tplayford@saskculture.ca to make sure your initiative is eligible and that this grant is the right fit.

SaskCulture has an Accessibility Fund. If you have trouble with the language, technology, accessibility, or any part of the application process, the Accessibility Fund is here to support you. Please contact the Consultant to learn more.

This grant offers up to $2,000 for small initiatives with a total budget of less than $5,000, as defined on the last page of these Guidelines.

Purpose

The Small Grant Accessibility Program (SGAP) supports small cultural initiatives that are community-based, creative, and responsive to urgent needs or changes in the cultural sector. It also helps first-time applicants and groups that have had less access to funding. SGAP is for initiatives with total budgets under $5,000, as defined on the last page of these Guidelines.

SGAP aims to:

- support new or underserved organizations that have not received a SaskCulture grant in the past 12 months
- support community-based, creative, and innovative cultural initiatives
- respond to urgent needs, time-sensitive opportunities, and changes in the cultural sector
- support accessible cultural activities in Saskatchewan that have an impact on individuals, groups, and communities
- help cultural organizations build skills and strengthen their work through professional development

Priorities

Priority will be given to initiatives that:

- clearly support the purpose of SGAP
- come from applicants who have not received SaskCulture funding before
- encourage youth-led cultural initiatives and leadership opportunities for young cultural leaders
- have an Indigenous, ethnocultural, 2SLGBTQ+ cultural, and/or Disability cultural focus[1]
- promote accessibility and social inclusion

[1] SaskCulture is currently consulting with community about its programs. Part of this consultation may result in changes to language and terminology over time.

- take place in northern, rural, or other underserved communities in Saskatchewan
- focus on professional development in Truth and Reconciliation, anti-racism, or anti-oppression for organizations

If you are unsure whether your initiative fits the purpose of this grant, please contact the Consultant.

Applicant Eligibility

You do not need to be a SaskCulture member to apply for SaskCulture funding.

Who can apply:

- **Incorporated non-profit organizations** in Saskatchewan can apply if they meet these requirements:
    - They must have a mandate in arts, heritage, multiculturalism, or cultural industries, as defined by SaskCulture's Cultural Policy, or show strong involvement in cultural activities. If the organization's main mandate is not cultural, the initiative itself must be cultural and open to a broad audience, not just internal to the organization.
    - They must be in good standing with Information Services Corporation (ISC) and SaskCulture.
- **Unincorporated non-profit organizations** in Saskatchewan can apply if they meet these requirements:
    - They must have a mandate in arts, heritage, multiculturalism, or cultural industries, as defined by SaskCulture's Cultural Policy, or show strong involvement in cultural activities.
    - They must have a Canadian bank account in the organization's name. If the grant is approved, the payment will go to that account. A void cheque is required to confirm the account and set up electronic payment. If the organization does not have its own bank account, it must open one or work with an eligible endorsing organization that can help support the initiative.
        - An endorsing organization can be an eligible incorporated non-profit, First Nation, Tribal Council, municipality, or Métis local. Please contact the consultant for details.

- **First Nations, Tribal Councils, municipalities, and Métis locals** can apply if they meet these requirements:
    - They must be in good standing with the Sask Lotteries Community Grant Program; and,
    - They must not have any overdue grant follow-up reports owed to SaskCulture.

- **Libraries in remote or rural communities** with populations under 6,000 can apply, but only for cultural initiatives.

Who cannot apply:

- Federal or provincial government organizations or departments, including Crown corporations.
- Non-profit professional organizations and associations.

- Organizations that have received any SaskCulture funding in the past year.
- Organizations that have received more than $30,000 in Lottery funding, including Lottery supported SK Arts funding, in the past year.
- Libraries in larger urban Saskatchewan municipalities with populations over 6,000.
- Districts for Sport, Culture and Recreation.
- Organizations that only promote specific religious or political views.
- Businesses.
- Schools.
- Individuals.

If your organization is not eligible, contact SaskCulture to ask about other grant options. You can also use SaskCulture's "Find a Grant" tool here: https://www.saskculture.ca/programs/funding-programs/find-a-grant.

Initiative Eligibility

- **Initiatives must clearly support the Purpose of this grant program, and address at least one Priority.**
- All grant funds must support cultural development in Saskatchewan and benefit Saskatchewan residents.
- Applicants can have only one SGAP grant at a time, and they can receive only one SGAP grant in a 12-month period.
    - If the applicant has an overdue SaskCulture grant report, SaskCulture will not consider a second application.
- Applicants cannot apply to more than one SaskCulture grant program for the same activity during the same time period.
- If your initiative fits the Artist in Schools or Artist in Communities grant criteria, apply to those programs instead of SGAP. You can find more information about those funding programs on the SK Arts website https://sk-arts.ca/.
- Eligible initiatives must start at least four (4) weeks after the application deadline and finish within one (1) year of the initiative start date. The earliest possible start date is **February 8, 2027**.

Initiatives that are not eligible:

- Performances that do not include cultural learning or knowledge-sharing. You must explain how cultural knowledge or awareness will be shared with the audience, such as through a printed program, spoken commentary, or a question-and-answer session, and how the audience will take part in that learning.
- Activities that only promote specific religious or political views.

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Eligible Expenses

SGAP funds can be used for direct costs to plan and run your initiative. When you apply, include only eligible expenses in your budget.

You can ask for up to **$2,000** in eligible expenses. **Your total initiative budget cannot be more than $5,000.**

In-kind contributions are not eligible expenses. Contact SaskCulture if you are unsure whether a cost is eligible.

Eligible SGAP expenses include:

- Wages, honoraria, and contract payments for cultural resource people who are providing skills and expertise for the initiative. These funds cannot replace wages of existing staff for their regular duties.
- Travel costs for participants or cultural resource people, including gas, vehicle rental, bus fare, and airfare.
- Materials and supplies needed for the initiative.
- Technology needed for the cultural activity to happen.
- Professional development for cultural workers, volunteers, and leaders.
- Facility costs, but only if extra space is needed for the initiative. Your organization's regular space or facility is not eligible and counts as an in-kind contribution, such as rent, utilities, and office overhead.
- It is recommended that no more than 10% of your grant request be used for advertising and promotion. If you are requesting more than that, you must give a strong reason.
- It is recommended that no more than 20% of your grant request be used for food costs. If you are requesting more than that, you must give a strong reason.

All expenses must be within the approved initiative start and end dates. Costs before or after those dates are not eligible.

Ineligible Expenses

These costs are not eligible for SGAP funding:

- Capital costs such as construction, renovations, or repairs.
- Cash prizes, gifts, medals, trophies, charitable donations, or alcohol purchases.
- Sponsorships, fundraisers, or award ceremonies.
- Volunteer time.
- Allowances, wages, or personal expenses for participants or registrants.
- Out-of-province travel costs for participants attending competitions, festivals, award ceremonies, or similar events.
- Contracts with cultural workers from outside of Saskatchewan, unless no one in Saskatchewan can provide that service.
- Salaries and expenses for existing staff roles in the applicant organization.
- Office and administration costs, including utilities, rent, and use of the applicant organization's own facility.

- In-kind contributions such as donated food, goods, services, equipment, or waived rental fees do not count as eligible expenses.

Application Process

Applications are due January 11, 2027. Late applications will not be accepted.

- Applicants are **strongly encouraged** to contact SaskCulture for advice before applying.
- SaskCulture will review applications to make sure they are eligible for this funding program. **If your application is not eligible, you will be notified.**
- SaskCulture staff will review eligible applications using the criteria listed in the Application Assessment section so decisions can be made quickly.
- Applicants can expect funding results about four (4) weeks after the deadline. **Funding decisions are final and cannot be appealed.**
- Successful applicants will receive 100% of their grant when it is approved and must submit a complete follow-up report within thirty (30) days after the initiative ends.

Application Assessment

Applications will be reviewed using these criteria:

- Does the application meet the eligibility requirements?
- Does the initiative clearly support the purpose and at least one priority of SGAP?
- Is the application clear, concise, and detailed enough?
- Is the budget clear, realistic, balanced, and a responsible use of resources?
- Does the Initiative deliver cultural impact?

Clear writing and attention to detail can help your application. At the same time, SaskCulture understands that not everyone applying for funding is a professional grant writer and that English may not be the applicant's first language. If you need help with the application, SaskCulture staff are available to support you.

If Successful

Please review the "If your application is successful" section on the SaskCulture SGAP webpage for details about what happens if your grant is approved.

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Definitions

First-time recipient	An applicant that has never received a grant from SaskCulture.
Initiative	A program, project, training opportunity, course, or similar activity.
Small-scale	An initiative with a total budget of no more than $5,000. If there are other funding sources, they must already be confirmed.
Time-sensitive	An initiative that needs to happen now because it will have an important impact on the organization or community and cannot wait for another grant deadline.

Trauma-Informed Approach

Some initiatives may affect people who have experienced trauma related to racism, homophobia, transphobia, ableism, sexism, colonialism, or residential school experiences. This can also affect volunteer peer assessors.

Applicants are strongly encouraged to think about how their initiative may affect people's well-being and to take steps during the application process and in the initiative itself to help everyone feel emotionally and physically safe.

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