

## Métis Cultural Development Fund (MCDF)

### Eligible Expenses

The MCDF grant can cover direct costs to the development and delivery of a cultural project. Ineligible expenses and in-kind contributions will not be considered as matching grant funds. Ineligible and in-kind expenses used in such a manner can potentially make an application ineligible or only eligible for a reduced amount of the total grant request. Contact the consultant if there is any uncertainty on what is eligible and ineligible.

#### Eligible expenses for the MCDF grant include:

- Salary and benefits of Métis cultural resource peoples employed for the term of the program. The MCDF grant covers costs for honorariums, wages and contract agreements with cultural workers from a variety of cultural disciplines who are not already employed as staff by the applicant organization;
- Travel and accommodation expenses for the MCDF resource people and program participants. This includes gas, rental of vehicles (cars/bus/boat) and bus/air fare for in-province travel if necessary;
- Project expenses directly related to the cultural activities. This includes expenses such as:
  - Material supplies that directly enable hands on cultural activity (paints, beads, leather, computer software, hand tools, etc.)
  - Rental of items that are otherwise ineligible to purchase such as video cameras, computers, sound equipment, camping gear, pavilion tents, facility\*, power tools, or any other equipment that can be defined as a capital expense
    - \*facility costs would only be considered eligible in situations where additional space is required for the project to move ahead. The existing space/facility of an applicant organization is not eligible and would be considered as an in-kind contribution (i.e. rent, utilities and office overhead);
  - A maximum of 20% of the total grant award can be applied towards nutrition-related expenses if these costs can be directly attributed to the cultural activity; and
  - A maximum of 10% of the total grant award can be utilized for advertising and promotion costs as it relates to print, radio, television etc.

## Ineligible Expenses for MCDF Funds:

- All expenses must fall within the indicated start and end date of the grant. Expenses incurred before or after the grant period will not be eligible.
- Capital expenses such as construction, renovations or repairs or purchase of major equipment such as computers, video camcorders, power tools, etc.;
- Cash prizes, gifts, or the purchase of alcohol;
- Activity that exclusively promotes definable religious or political viewpoints;
- Contributions of volunteer hours;
- Food or food-related costs are generally ineligible. However, up to 20% of the grant may be used for nutrition if these costs can be directly attributed to the cultural activity;
- Allowances, wages or personal expenses for program registrants and participants;
- Salaries and expenses of existing staff of the applicant organization;
- Office and administration fees including utilities, rent and/or rental of an applicant organization facilities; and
- **In-kind contributions (donations for food, goods, services, equipment, waiving rental fee, etc.) do not replace eligible expenses.**

## Budget Notes

The budget should include all revenue and expenses related to your project including grant requests to other funding programs or agencies. All project income and expenses should be included in budget form and the budget should balance (revenue = expenses).

***In-Kind Contributions:*** The value of donations of goods and services do not substitute for eligible expenses and should not be included in the budget. Contributions and non-monetary support for a project can be described in the proposal as evidence of community support and partnerships.

## Funding Levels

The MCDF grant covers expenses up to 80% of the total eligible project cost. The maximum request amount is \$10,000.00. Small projects and community groups can request up to \$5,000.00 to support a cultural initiative without any requirement of matching this amount with other funding sources. The amount the applicant is contributing must be explained in the budget section and must cover eligible expenses for the project. Amounts requested will be reduced if the applicant does not meet the minimum required contribution amounts. Please see the grid below:

MCDF Grant Request	Minimum Applicant Contribution	Total Minimum Eligible Project Expense
\$10,000.00	\$2,500.00	\$12,500.00
\$8,000.00	\$2,000.00	\$10,000.00
\$6,000.00	\$1,500.00	\$7,500.00
\$5,000.00	N/A	\$5,000.00