



# Multicultural Initiatives Fund (MIF) – Project

*Application deadline: March 31, 2022*

***Please read the Guidelines carefully before starting the grant application. Applicants are strongly encouraged to contact the Consultant during the application process.***

## Priorities

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MIF aims to advance cross-cultural understanding and support work that aligns with the principles of Truth and Reconciliation in Saskatchewan by supporting projects encouraging people to share, learn, appreciate and respect cultural diversity. [For more information, visit the National Centre for Truth and Reconciliation website and download various reports.](#)

The MIF-Project grant program provides funding to community-based organizations to support:

- ethno-cultural, multicultural, First Nations and Métis initiatives, projects and activities, with priority to projects reaching Indigenous people, youth, northern and/or rural communities, and newcomers.

The MIF-Project grant program prioritizes the following types of projects:

- **Anti-Racism** work that looks at issues of power and privilege and how they impact individual and systemic discrimination; it usually includes active dialogue to build equity and justice in organizations and communities.
- **Intercultural Connections, Truth and Reconciliation** entails different cultural and indigenous groups coming together over time to build bridges through activities like exchanges, cooperative work, creating safe spaces, community dialogues, creative projects, etc. This includes projects that have a focus on implementing or working towards implementing the Truth and Reconciliation Commission's Calls to Action or reconciliation efforts.
- **Integration** supports welcoming and inclusive communities that create a sense of home and belonging. We recognize the creativity and innovation that arise from bringing different cultural perspectives together and cultivating the unique contributions of all.

The MIF-Project grant program also supports the following types of projects, but with lower priority for funding:

- **Celebration of Diversity** includes education and festivals that showcase differences and similarities, most often through performance, cuisine and other arts. It includes an awareness that groups that include many perspectives, especially from different cultural world views, lead to greater creativity and innovation.
- **Cultural Retention** supports organizations passing on cultural practices and traditions within a particular cultural community.

### Contact

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## Applicant Eligibility

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Eligible Applicants are:

- **Registered Non-Profit** organizations in Saskatchewan. These organizations must:
    - have a primarily cultural mandate in Arts, Heritage, Multiculturalism or Cultural Industries as defined by [SaskCulture's Cultural Policy](#), or otherwise demonstrate significant engagement in cultural activity; and
    - have been in existence as a registered non-profit for at least one full fiscal year prior to the deadline date; and
    - be in good standing with Information Services Corporation (ISC); and
      - **provide a copy of their most recent signed audited Financial Statement submitted to ISC; and**
    - have no outstanding grant follow-ups due to SaskCulture.
- OR be a:**
- **First Nation or Municipality.** The applicant must:
    - be in good standing with the Sask Lotteries Community Grant Program; and
    - have no outstanding grant follow-ups due to SaskCulture.

### Ineligible Applicants:

- Unincorporated community groups may consider forming a partnership with an eligible organization to meet the eligibility requirements for this grant program. Please consult with SaskCulture to discuss options.
- Schools and post-secondary institutions are ineligible for this grant program. Interested schools should inquire about:
  - [Artists in Schools program](#) at SK Arts as an alternative to this grant program;
  - [Multicultural Education Initiatives](#) through the Multicultural Council of Saskatchewan.
- Eligible Cultural Organizations (ECOs) are ineligible to apply. ECOs should include project ideas in the next Annual Global Funding application.

Submitted applications that do not meet the eligibility requirements will not be reviewed.

## Project Eligibility

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### **COVID-19 and Eligible Projects – Updated as of January 27, 2022**

All approvals of funding may be conditional on the applicant's ability to adhere to Saskatchewan's public health orders in effect at the planned date of the event. All applicants must address how they will meet public health safety guidelines to minimize the risk of COVID-19. In addition to the regular adjudication criteria, grants will be assessed on their ability to meet Saskatchewan's public health orders, if any, in place at the time of adjudication. Applicants are encouraged to organize events with clearly articulated cancellation policies and agreements on payments. Written or verbal notice of postponements or cancellations of funded events and activities must be submitted to SaskCulture.

### **Project Eligibility notes**

Projects must meet at least one MIF Project Priority to be considered for funding. All funds are to be used for the benefit of cultural development in Saskatchewan and for residents of Saskatchewan. Organizations and/or projects must address a community-identified need and demonstrate community involvement.

Activities that use or present Indigenous cultural material, traditional knowledge or stories without demonstrated permission (supporting letters) from the community are not eligible.

### **Application limitations:**

- Applicants may only submit **one application to MIF-Project** per grant deadline.
- Applicants **may not** apply to multiple SaskCulture funding programs to support the same activity for the same time frame:
  - *Priority will be given to projects and organizations not already funded by other Lottery-supported grant programs*
- Applicants can be approved for only **one open MIF-Project grant** at a time, and **only once a year**.
  - *Priority will be given to projects that have not received a MIF Project grant in the previous year.*
- If the applicant already has a current open MIF-Project grant wrapping up during the time of application or an incomplete/overdue Follow-up Report (FUR) for any SaskCulture grant, a new application will be accepted for consideration, but if approved, payment will not be made until the open grants are completed. Contact SaskCulture for options.
- **START DATE:** Eligible start dates for this round must be eight (8) weeks after the grant deadline.
- **END DATE:** All projects must be completed within one year of the start date; however please contact the Consultant as soon as possible if your plans need to change.

## **Funding Levels**

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**The maximum request amount per grant is \$10,000.** Matching funds for grants between \$5,000 and \$10,000 are no longer required. However, applications with requests of \$5,000 and over should show greater evidence of community support and will benefit from showing other self-generated income.

The budget should include all revenue and expenses related to your project including grant requests to other funding programs or agencies and the budget should balance (revenue = expenses). Expenses claimed must be to support eligible activity proposed in the application.

The budget tool is for project costs only. Regular organizational operating expenses, staff wages and contributions of volunteer time should not be identified as revenue or expenses in the budget. These costs are ineligible for the program. In-kind contributions (donations for food, goods, services, equipment, waiving rental fee, etc.) 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.

## Eligible Expenses

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MIF-Project grants cover direct costs to the development and delivery of a cultural project. Please ensure that only Eligible Expenses are included and that they are clearly explained.

Eligible project expenses include:

- Wages, honorarium and contract agreements for cultural resource people who are offering their skills and expertise for the term of the project. This does not replace wages for the core job responsibilities of existing staff;
- Travel expenses for program participants. This includes gas, rental of vehicles, bus transit and airfare. While the primary cultural activities must take place in Saskatchewan, travel outside of the province is eligible if it is to bring resource peoples in locally to conduct work;
- Material expenses related to the cultural activity;
- 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 recommended maximum of 20% of the total grant award can support food expenses that are a part of the cultural experience that is being offered for participants. A strong rationale would need to be provided to exceed this amount.
- A recommended maximum of 10% of the total grant request can be utilized for advertising and promotion cost for the project. A strong rationale would need to be provided to exceed this amount.
- A small portion of the grant may go towards reasonable expenses for COVID-19 health safety measures. This includes hand sanitizer stations, masks and any other reasonable measures.
- **Organizations that are not ethno-cultural, multicultural, First Nations or Métis, and that are applying for support for a festival or performance, must provide details of the multicultural, First Nations or Métis performers and will be provided funding only for their artistic fees.**

All claimed expenses must fall within the indicated start and end date of the grant. All expenses **must be verifiable by receipts or transaction record, upon request**. Expenses incurred before or after the grant period will not be eligible.

## Ineligible Expenses

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The following items are ineligible for SaskCulture funds:

- Funds may not be used for construction, renovations or repairs, capital expenditures, cash prizes, gifts, or the purchase of alcohol;
- Generally, food costs are ineligible. See above eligible expenses for exceptions.
- Activity that exclusively promotes definable religious or political viewpoints;
- Contributions of volunteer hours;
- Allowances, wages or personal expenses for program registrants and participants;
- Salaries and expenses of existing staff of the applicant organization; and
- Office and administration fees including utilities, rent and/or rental of an applicant organization facilities.

## Application and Adjudication Process

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**Applications are due March 31, 2022. Late applications will not be considered for funding.**

Applications must be submitted in the Online Granting Platform (OGP).

- Applicants are encouraged to consult with SaskCulture prior to submitting an application. There are opportunities for early submissions to get feedback to help improve aspects of an application that are unclear or ineligible in advance of a deadline, but this is not a guarantee that funding will then be awarded.
- Only complete, signed and submitted applications will be considered. It is the responsibility of the applicant to ensure that their application was successfully submitted. Two different people must sign the application.
- SaskCulture will review applications to confirm basic eligibility requirements have been met.
- Eligible applications are adjudicated by volunteer peer assessors with cultural or multicultural expertise.
- Applicants are informed of results approximately eight (8) weeks after the application deadline.
- Funding decisions are final and will not be revisited or appealed.
- Successful applicants receive 75% of their total grant allocation upon grant approval and the remaining 25% upon SaskCulture's acceptance of a properly filed **Follow-up Report (FUR)**.
- Due to the continued uncertainty around COVID-19, projects with in-person public gatherings may receive a conditional status until confirmation that the event can proceed.

## Application Assessment

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The assessors will review applications based on the following criteria:

- Extent to which the project fits with one of the prioritized project types;
- Quality and merit of proposed activity;
- Evidence of the ability of organization to carry out the project and deliver quality programs and services;
- Extent of participation and access for target populations (First Nations, Métis, youth, rural and northern communities newcomers and people of African, Asian and Latin American heritage );
- Extent of resourcefulness, collaboration and partnerships;
- Extent of support and involvement from the community;
- Potential for ongoing impact and legacy;
- Realistic and responsible use of resources (funds, volunteers, etc.); and

Note: Returning or otherwise annual projects funded by SaskCulture will have their most recent project Follow-up Report provided to assessors as part of the assessment process.

*The quality of writing and attention to detail will definitely benefit an applicant's chances of success. However, we understand not everyone who is applying for funding is a professional grant writer or even whether English is the primary language of the person applying. If an applicant is struggling with the application, please remember, SaskCulture consultants are here to assist you.*

## Funding Obligations

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**Funds may only be used for the eligible activities outlined in your application. Significant changes to the use of funds must be approved by SaskCulture. Funds may not be transferred to other activities or organizations and unused funds must be returned to SaskCulture.**

Successful applicants will be required to submit a **Follow-up Report (FUR)** within 45 days of the completion of the project. This report must detail the activities of the project and indicate how it met the goals of the MIF Project program.

Applicants are required to **retain all supporting receipts**. Applicants to SaskCulture that are awarded a grant for the first time will be required to submit receipts. Other applicants will only submit receipts if requested to do so by the Program Consultant. Failure to do so may affect the approved amount.

If the applicant is approved for funding, the FUR is immediately available **online** and should be referred to at the beginning of the project as statistical information will need to be gathered during the project. The applicant may want to use the budget tool regularly as a project management tool. Funds from MIF Project must be used within 12 months of the project's start date.

Recipients are asked to recognize SaskCulture's funding program to help build awareness of the programs and Sask Lotteries as the funder.



***YOUR ORGANIZATION NAME** received financial assistance from Sask Lotteries, thanks to a SaskCulture program.*

Logos and promotional materials are available to successful applicants.

Failure to meet the above funding obligations to the satisfaction of SaskCulture will be grounds to withhold the final payment and will restrict access to future funding.

## Acceptance of Risk

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When submitting an application, applicants will be asked to acknowledge that they are aware of and agree to follow Public Health Orders, identified by the Government of Saskatchewan, that are relevant to and in place at the time of the event or activity and that SaskCulture will not be liable for any of the activities of the applicant in relation to this funding. Please visit the [SaskCulture](https://www.saskculture.ca) or [Saskatchewan.ca](https://www.saskatchewan.ca) websites directly for more details regarding COVID-19 and risk management.