



# Métis Cultural Development Fund (MCDF)

*Application deadline: April 14, 2023*

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

The Métis Cultural Development Fund (MCDF) supports community-based cultural activities and initiatives that preserve, strengthen and transmit Métis culture and traditions.

**The MCDF grant program is delivered in partnership with Gabriel Dumont Institute (GDI). Awarded grants will now be paid in full upon approval. Submission of a follow-up report will still be required at the end of the project.**

## Objectives

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The MCDF program objectives are to:

- support and strengthen Métis culture and communities through arts and heritage activity in Saskatchewan;
- mentor and build cultural leadership skills in Métis Communities;
- increase employment opportunities for Saskatchewan-based Métis arts and heritage resource peoples;
- support engagement in Métis cultural activity at the individual, group, and community level;
- support the development of Métis identity through research, documentation and/or sharing;
- benefit children through skills development, mentorship, and having fun; and
- encourage gathering, sharing, learning, celebrating and developing Métis culture in Métis communities aimed at building long-term cultural awareness, retention and pride.

**Priority will be given to projects that:**

- provide significant opportunities to meet the purpose of the MCDF grant;
- deliver relevant cultural activities based on cultural impact, accessibility and service to communities;
- have significant youth involvement and/or contribute significantly to participation in intergenerational cultural activity;
- demonstrate strong partnerships and community support;
- take place in the province's northern and/or rural or otherwise underserved communities; and
- are supported by clear project plans and budget detail.

If you are unsure whether your project fits the objectives of this grant program, please contact the consultant, or see a list of successful applicants and project descriptions on the [MCDF webpage](#), under '[Related Content - Previous Grant Recipients](#)'.

### Contact

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## Applicant Eligibility

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### Eligible Applicants are:

- **Registered Non-Profit** organizations in Saskatchewan with priority to Métis-led organizations. Organizations that are not Métis-led may still apply, but evidence must be provided to clearly outline the extent of Métis access and leadership in the delivery of the proposed activities. All non-profit 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;
  - be in existence as a registered non-profit for at least one full fiscal year. If your organization has been incorporated for less than a year, please contact the SaskCulture consultant to discuss options;
  - be in good standing with Information Services Corporation (ISC) and have no outstanding grant follow-ups due to SaskCulture; and
  - provide a signed copy of the organization's annual financial statement that was most recently submitted to the ISC to show evidence of good standing as a non-profit organization in Saskatchewan.
    - Note: Organizations receiving Annual Global Funding are not eligible to apply.

OR

- **A Métis Local or Municipality** that must:
  - be in good standing with the Sask Lotteries Community Grant Program; and
  - have no outstanding grant follow-ups due to SaskCulture.

### Ineligible Applicants:

If your organization does not meet the eligibility requirements contact the SaskCulture Outreach Consultant to discuss what alternate project funds might be available to you. Unincorporated community groups may consider forming a partnership with an eligible organization to meet the eligibility requirements for this grant program. Or, use SaskCulture's "Find a Grant" tool to connect with other options - <https://www.saskculture.ca/programs/funding-programs/find-a-grant>.

## Project Eligibility

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### Project Eligibility Criteria

- Projects must directly address the purpose and priorities of this funding program.
- All funds are to be used for the benefit of Métis cultural development in Saskatchewan and for residents in Saskatchewan.
- Applicants can access only one MCDF grant at a time.
  - If the applicant already has a current open MCDF 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.
- Applicants **may not** apply to multiple SaskCulture funding programs to support the same activity for the same time frame.

- **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 (1) year of the start date; however, if your plans need to change, please contact the Consultant as soon as possible.

## Eligible Expenses

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The MCDF grant can cover direct costs to the development and delivery of a cultural project. When submitting a proposal, please ensure that only Eligible Expenses are included.

The **maximum request amount is \$10,000** towards eligible project expenses.

In-kind contributions are not eligible expenses. Contact the consultant if there is any uncertainty on what is eligible and ineligible.

Eligible expenses for the MCDF grant include:

- wages, honorarium and contract agreements for Métis 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, including cultural protocol, 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; and
- 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.

All expenses must fall within the indicated start and end date of the project. Expenses incurred before or after the project period will not be eligible.

## Ineligible Expenses

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The following items are ineligible for MCDF funds:

- Capital expenses such as construction, renovations or repairs;
- Cash prizes, gifts, or the purchase of alcohol;
- 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 – except when they are hired to perform the duties of a cultural worker;
- Office and administration fees including utilities, rent and/or rental of an applicant organization facilities; and
- In-kind contributions.

## Application Process

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**Applications are due April 14, 2023. Late applications will not be considered for funding. Deadline dates are subject to change based on external factors. Please confirm the deadline by visiting our [website](#) for the most up to date information. Applications must be submitted in the Online Granting Platform (OGP).**

Once an application is submitted:

- SaskCulture will review applications to confirm basic eligibility requirements have been met prior to submitting all grants to the funding assessors. **If a submission is ineligible, the applicant will be notified.**
- Eligible applications are evaluated by assessors who are Métis and have credible knowledge and experience that relates to the purpose and priority of this funding program.
- Applicants can expect to be informed of funding results within eight (8) weeks of the application deadline. Funding decisions are final and will not be revisited or appealed.
- Successful applicants receive 100% of their grant award upon grant approval and the recipient is required to submit a completed follow-up report at the end of their project.

## Application Assessment

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The funding adjudicators will assess applications based on the following criteria:

- The extent the project addresses the objectives and priorities of the MCDF grant program;
- The quality and clarity of the application;
- The extent of accessibility for Métis populations;
- The resourcefulness of the applicant, including strong partnerships (when applicable) and leveraging other resources; and
- The quality of the budget and a realistic and responsible use of resources.
- 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.

***SaskCulture strives to be accessible and supportive to applicants throughout the granting process. If an applicant is experiencing barriers, struggling with a grant submission or just needs clarity on this program and its objectives, please contact the MCDF grant contact who is available to advise you. Our role is to help you navigate the criteria, ensure eligibility and help put your best proposal forward to the MCDF assessment committee. Please reach out and contact us before a grant deadline and we will be happy to advise and support you in this effort.***

## Funding Obligations

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**Awarded 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 MCDF grant 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 grant 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 MCDF 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, Gabriel Dumont Institute as a key delivery partner, and Sask Lotteries as the funder.



***YOUR ORGANIZATION NAME*** received financial assistance from Sask Lotteries, thanks to a SaskCulture program delivered in partnership with Gabriel Dumont Institute.

Logos and promotional materials are available to successful applicants. Failure to meet the above funding obligations to the satisfaction of SaskCulture may affect future funding opportunities through SaskCulture.

### **COVID-19 – Updated as of February 16, 2023**

Applicants are expected to consider ways to ensure the continued health, safety and enjoyment of volunteers and audiences. Applicants may want to consider having alternative plans that are online or virtual activities or small group activities in case public health measures are implemented again. 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 and Gabriel Dumont Institute (GDI).

