

Culture Days Funding Assistance Grant

SAMPLE QUESTIONS

Please use this checklist as a tool to ensure you have sufficient information before submitting an application. Actual information required may vary.

1. Signatures

- SaskCulture requires two (2) different people from your organization to authorize this grant application:
 - First authorization should be from the primary contact person for this grant.
 - Second signing authority should be a President, board member or senior staff person etc.

2. Organizational Information:

- Mission Statement and/or Mandate
- Summary of the organization's history, accomplishments, cultural involvement and current activities
- Organizational support material such as documents, pamphlets or pictures that will better assist a jury to understand who you are as an organization and the activities it promotes

3. Project Information:

- Explanation of how the project fits the objectives of the grant program
- Clear explanation of the intended impact of the project. Long term goals? Immediate goals?
- Project Description – Clearly identify what, where and when activities will take place during your project including: preparation, activities, key cultural workers or artists, dates, location and scope of project
- Resumes or biographies for key cultural workers or artists
- Who is your target audience? How will the goals of the project impact this group?
- Letters of Support – participants, partners, Elders etc. Examples that community supports your project
- Identify the number of organizations, participants and volunteers involved (especially for Hubs)
- Plan for how you will evaluate if you have met the project goals
- Balanced budget with a description of calculations and details
- Marketing plan including how SaskCulture / Culture Days will be recognized in promotions