# Fabulous Festivals and Events
## Application Guide

## Program Overview

The Fabulous Festivals and Events program provides annual grant funding to support unique festivals and events that contribute to local service sector revenues and promote northern B.C. as a destination for tourism.

## Funding Terms

- Up to $2,500 in grant funding is available to festivals or events with a total project budget less than $50,000
- Up to $5,000 in grant funding is available to festivals or events with a total project budget of $50,000 or greater

Applicants may only apply for one festival or event per year.

## Application Intake Deadlines

The intake will open on December 1* of each year for events taking place in the upcoming year (ie. intake opens December 1, 2025 for festivals and events taking place in 2026). Northern Development accepts applications for the Fabulous Festivals and Events program on a continuous, first-come-first-served basis, until the funding envelope has been completed.

Applications must be submitted at least six weeks before the festival or event is scheduled to take place.

*While the intake opens in December, funding decisions cannot be made until February. If the event is scheduled to be held prior to the February funding decision date and it is approved, funds will be disbursed to the successful applicant. If the event is held prior to the February funding decision date and it is declined, the proponent is responsible for 100% of the costs incurred.

## Eligibility

### Eligible Applicants

*All applicants must be located within Northern Development's service region.

- Registered non-profit organizations
- Applications from unregistered non-profit organizations that have a minimum of three years of financial statements may be considered. These financial statements must be submitted to Northern Development

### Eligible Events

The pre-qualification form must be completed and submitted before submitting application unless the festival or event has previously been approved for funding.

# Ineligibility

## Ineligible Events

- The event is in its first year of operation
- The event is held in a concentrated time period (series of summer music concerts, multi-weekend regional mountain bike race, etc.)
- The event is a fundraiser (Terry Fox Run, Relay For Life, Festival of Trees, etc.)
- The event is political in nature (partisan rally or gathering, issue-based fundraiser, etc.)
- The event is religious in nature (Christmas, Halloween, Thanksgiving, or Easter event, etc.)
- The event is held annually in communities across the province or country (Canada Day celebrations, Remembrance Day memorials, May Day parades, etc.)
- The event is a league or club event (sports training camps, provincial sport tournaments, bonspiels, etc.)
- The event is solely an artisan and craft fair
- The event is an industry-based event (oil and gas industry event, cattle industry event, forestry industry event, etc.)
- The event is part of a conference or workshop (Natural Resource Forum, Air Quality Workshop, Oil and Gas Conference, etc.)

## Ineligible Costs

- GST

# Application and Program Requirements

The pre-qualification form must be completed and submitted before submitting application unless the festival or event has previously been approved for funding.

All applicants are required to submit the following documents. Only applications that meet these requirements will be processed.

- Complete Application Form
- Financial statements from the last festival or event
- Copy of the most recent festival or event brochure
- Society certificate of incorporation
- For first time applicants, a resolution of support by the respective local or First Nations government, based on festival or event location

# Application Assessment

Northern Development staff will contact the applicant within 30 days of receiving the application.

Northern Development will advise if the application is unsuccessful.

The grant funding will be paid upon approval.

# To Apply

Please review all program documents in detail as incomplete applications will not be reviewed.

Completed application forms with all supplementary materials are to be provided electronically through the Online Application System.

**NORTHERN** DEVELOPMENT

## Resources

▪ **Funding Program Matrix**
Available funding programs and eligibility criteria.

## Questions?

**Northern Development Initiative Trust**
301-1268 Fifth Avenue
Prince George, BC  V2L 3L2

250-561-2525
info@northerndevelopment.bc.ca
www.northerndevelopment.bc.ca

## Application Requirements – Step by Step

Select the program you want to apply to from the Active Programs menu.

*Please note that applications should contain all relevant information requested as part of the application form. Fields with a red asterisk \* are mandatory and will need to be completed before you can proceed further through the application form.*

Applicant and Project Information

- Information about you, and the organization you are applying for, will populate automatically. Input the name of the project, the project's proposed start and end date, a concise description of the project and its rationale.
- You also have the option to include additional milestones/dates related to your project.

Project Funding Information

- Enter the detailed project budget, including all relevant expense items, into the budget section. You will have the ability to upload any quotes in this section that support the budget.
- Enter the grant amount you are requesting from Northern Development. Please refer to the program guide for funding terms.
- Enter all other funding sources. For funding sources that are confirmed, you will need to provide the date the funding was confirmed and upload a confirmation document. For funding sources that are NOT confirmed, you will provide the expected date of the funding decision. This information is required to proceed further with the application.
- *Please note that the application will not proceed further if the project budget and funding are not balanced.*

Attachments

- Through the application form, you will be prompted to upload documents, required or optional, that support information supplied as part of the application. The Attachment section is where you can upload any additional documents that you want to submit that supports the project scope, rationale or other details.

Project Overview

- Provide information about how the festival or event promotes or strengthens the unique character of the community.
- Indicate if the festival has previously received grant funding through the Fabulous Festivals and Events program.
- Provide details about paid and volunteer event staff.
- Provide information about how the funding will be used to increase hosting capacity.

Resolution of Support

- Identify the local or First Nations government that is providing a resolution of support.
- Upload the secured resolution of support, if secured.
- Provide the scheduled meeting date for the resolution of support, if not secured.
  - If the event was supported in the past, a new resolution of support is not required.

Direct Economic Benefits

- Provide details about the economic benefits the event will have on the local/regional economy and how the festival will attract tourists to the region.
- Provide information about the events anticipated attendance and tracking.
- Provide information about artistic performers.

Festival/Event Financials

- Provide actual expenses and revenue from the previous year's event.
- Provide budget and forecasted revenue from this year's event.

Attachments

- Upload the financial statements from the previous year's event.
- Upload a copy of the festival's most recent brochure.
- Upload the organization's incorporation documents.