



SMITHS FALLS

RISE AT THE FALLS

‘On the Roll’ Funding Guidelines 2023

Background

To help mark the 150th Anniversary of Confederation in 2017, the Ministry of Canadian Heritage gave the Town of Smiths Falls funding to host a live music series throughout the year to celebrate the special occasion. The program was so well received by the community that funding was continued through the Economic Development & Tourism Department in 2018 to help bolster live music events in the community.

In 2019, a review of the program and comparison to The Municipal Cultural Plan for Smiths Falls demonstrated the need to not only continue the Town’s commitment to music within the community, but it highlighted the need to expand the programs to include other art forms and increase funding available to applicants.

Program Goals and Objectives

- Support local artists, musicians, performers and cultural organizations, including new and youth artists;
- Encourage and facilitate artist-based events, programs and workshops that showcase local talent and draw in economic revenue.

Program Eligibility and Funding Process

\$25,000 has been allocated to the 2023 program budget. The program offers a continuous intake with funds being distributed on a first come-first served basis. The following guidelines are in place to assist with the application process:

- Events or programs must provide a tourism or cultural benefit and be a public event open to the community.
- Event organizers, business establishments or individual performers may apply.
- Maximum grant of \$2,500.00 per event, activity, venue, applicant and/or performer and will not include HST. Multiple events or performances may be applied for as a series or as individual separate activities to the maximum amount.
- Applications must be received at least four (4) weeks prior to the activity date and must be completed in full. Decisions will be made within a two-weeks from date of application.
- A Memorandum of Understanding (MOU) must be completed between the Town of Smiths Falls and the applicant as proof of approval.
- Reimbursement cheques will be issued to applicants once the activity has taken place, and with a valid invoice or receipt for services rendered. HST will not be reimbursed.
- All event advertising MUST include the On the Roll logo, and be approved by Town staff as per the Town of Smiths Falls Logo Use Policy.
- A short report must be completed after the activity or at the end of the year and will be provided. Should a final report not be completed, future funding cannot be provided.



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Town of Smiths Falls 'On the Roll' Funding Application Form

Name of Event/Activity	
Key Contact Person & Title	
Name & Mailing Address (for payment issuance)	
Business Name (if applicable)	
Address/Location of Event	
Phone Number(s)	
Email Address	
Date(s) of Event/Program	
Type of Event/Activity: <input type="checkbox"/> Festival/Event <input type="checkbox"/> Concert/Music Series <input type="checkbox"/> Theatre Performance <input type="checkbox"/> Workshop/Art Program <input type="checkbox"/> Other	Brief Description of Event or Activity:
Amount Requested	\$
Budget/Cost Breakdown	
Other Sources of Funding	

Please fill out the above application and submit via email to:

Julia Crowder,
Manager of Economic Development and Tourism
jcrowder@smithsfalls.ca

Or drop off in person at Town Hall
77 Beckwith Street N
Smiths Falls, On