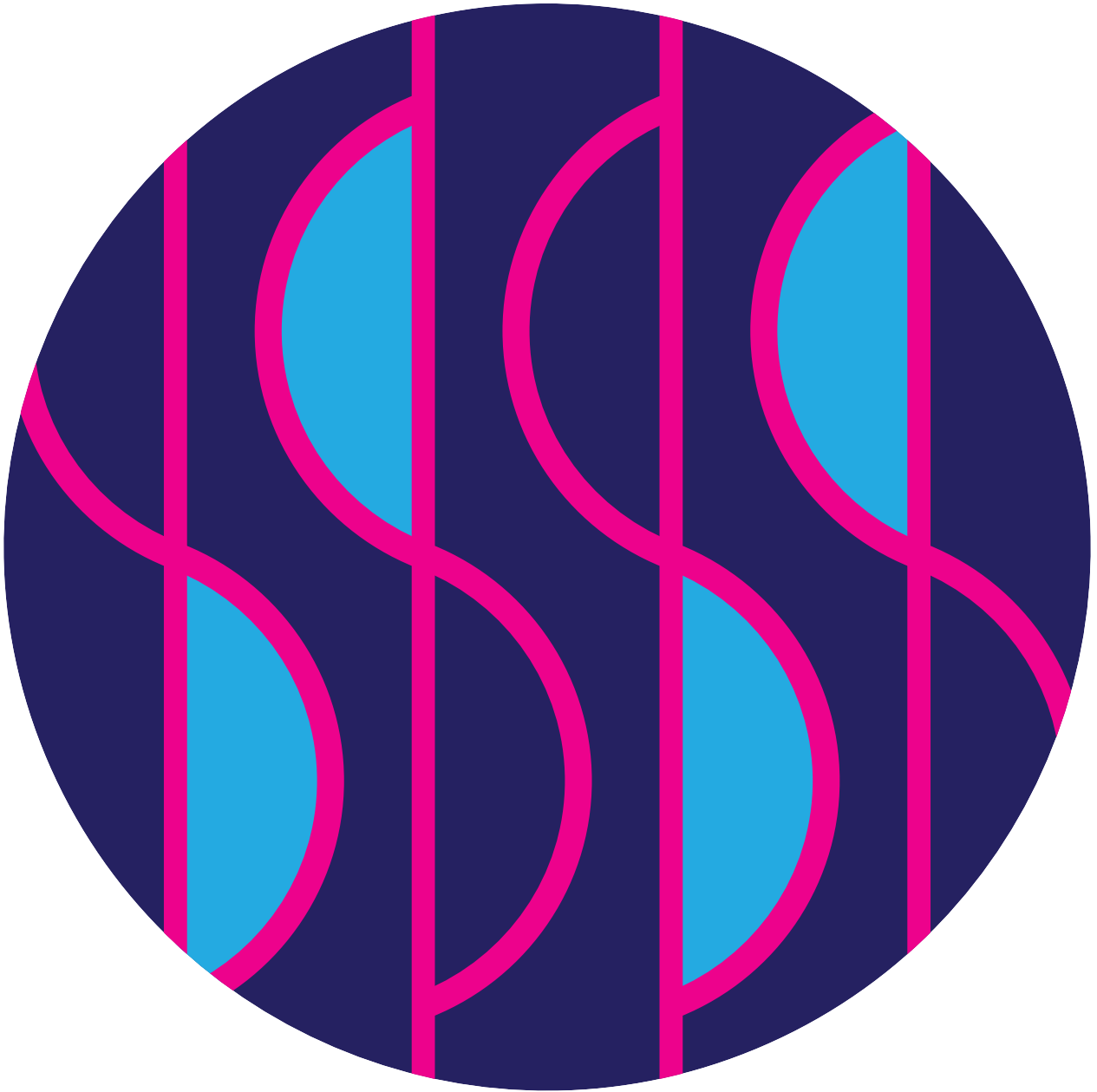


GRANTS



2025 Guidelines

Arts & Culture Grant Program

Grant applications are due
Friday, October 11, 2024 by 4:30 pm



Table of Contents

Overview	2
Equity Statement	2
Eligibility	3
Ineligibility	4
What to Consider Before Applying	4
How To Apply	5
For Returning Applicants	5
For First Time Applicants	5
Preparing Your Application	6
Task Descriptions & Things to Consider	6
Assessment Criteria and Review Process	7
Grant Timeline	11
Support with Conditions	12
Payment	12
Reporting Requirements	13
Resources and Support	14
Appendix A) Terms and Conditions	15

We acknowledge the lands which constitute the present-day City of Mississauga as being part of the Treaty and Traditional Territory of the Mississaugas of the Credit First Nation, The Haudenosaunee Confederacy, the Huron-Wendat and Wyandot Nations. We recognize these peoples and their ancestors as peoples who inhabited these lands since time immemorial. The City of Mississauga is home to many global Indigenous Peoples.

Overview

The Arts and Culture Grant Program provides funding for not-for-profit cultural organizations to offset the cost of their operating expenses. Organizations supported by this grant will extend the variety of quality, diverse arts, culture, and heritage programs and services offered to residents throughout Mississauga neighbourhoods.

The City is committed to the long-term growth and sustainability of culture organizations to ensure the delivery of quality programs and services to Mississauga residents. The Arts and Culture Grant program aligns with the vision of Mississauga's Culture Master Plan by supporting activities that reflect the City's many cultural traditions and artistic practices. Applicants are encouraged to consider how their programs and services incorporate histories, traditions, interests, and art forms from the cultures representative of the lands and peoples of Mississauga.

Organizations applying for funding must align with one of the categories below:

- Performing Arts Organizations
- Visual Arts Organizations
- Arts and Culture Service Organizations
- Heritage Organizations

Organizations interested in applying for the Arts & Culture grant must be based and active in Mississauga year-round, governed by volunteers on a not-for-profit basis, and providing programs and services open to the public and publicized citywide.

Applicants who have not received funding from the City of Mississauga in the past four years are considered "New and Emerging" applicants and are eligible to apply for a maximum of 50% of their total operating budget or up to \$15,000, whichever is less.

Previous grant recipients that are legally incorporated not-for-profits/charities operating for a minimum of four years are eligible to apply for a maximum of 50% of their total operating budget or up to \$120,000, whichever is less.

Applicants eligible and invited to submit a multi-year grant application can apply for a maximum of 65% of their total operating budget.

All applications must be complete and submitted on the [City of Mississauga Grants Portal](#) by Friday October 11, 2024 by 4:30 pm. Late or incomplete applications or applications submitted by any other method will not be accepted.

Equity Statement

The City of Mississauga is committed to equity, diversity and inclusion. The City welcomes and encourages applications from all eligible organizations that represent and serve Mississauga residents. Groups are encouraged to contact grantsinfo@mississauga.ca with any questions about your eligibility and for guidance to prepare your application.

The City continuously seeks to improve access to grant programs and ensure grant applications are received from diverse and under-represented Mississauga communities.

The City welcomes feedback on how this grant program can better meet the needs of Mississauga residents.

Eligibility

To be eligible for an Arts and Culture Grant, organizations are required to:

- Be operating with a specific mandate to provide and support arts, culture, or heritage activities.
- Be based and active in Mississauga year-round.
- Be governed by volunteers on a not-for-profit basis, and providing programs and services open to the public and publicized citywide.
- Be in good standing with the City, which means there are no outstanding debts owed to the City, any applicable final reports from previous grants have been submitted, and group adhered to terms and conditions of previous funding agreements.

Funding for annual grants must be used for 2025 calendar year operating expenses. Multi-year grants must be used for operating expenses in the 2025, 2026 and 2027 calendar years. Organizations in operation for less than 4 years and/or have not received City of Mississauga funding in the past four years are only eligible to apply as “New and Emerging” applicants. Additional criteria for applicants applying as Established Organizations or Multi-Year organizations are as follows:

Type	Description
Established Organizations	<ul style="list-style-type: none"> • Operating as a not-for-profit for a minimum of four years; • Received funding through the Arts & Culture grant program in the past four years; • Legally incorporated as a not-for-profit/charity arts, culture or heritage organization.
Multi-Year Funded Organizations (Three-year funding, by invitation only)	<ul style="list-style-type: none"> • Operating as a professional arts/heritage organization with professional staff/artists who are paid industry-standard rates; • Total revenue of \$400,000 or more a year; • Identified by the Recreation & Culture Division as providing programs/services the City would otherwise have to provide; • Provide programs/services that align with the Recreation & Culture Division’s strategic priorities as outlined in the Cultural Policy and Culture Master Plan; • Received funding from the City of Mississauga for more than five years; • Are in good standing with the City of Mississauga (no outstanding debts with the City, all final reports submitted, adhered to the terms and conditions of previous grants); • Receive a score on their application of at least 4 out of 5 from the Peer Assessment Committee.

Ineligibility

Grants are **not available** for:

- Attendance at, or fees associated with conventions, conferences, workshops or seminars;
- Banquets, trophies or awards presentations;
- Bursaries or granting programs;
- Business Improvement Areas (BIAs);
- Collectives;
- Commercial ventures;
- Competitions and travel to competitions;
- Deficit reduction funding;
- Donations to charitable causes;
- Educational institutions;
- Expenses accruing before the current granting cycle;
- For-profit organizations;
- Fundraising projects and initiatives;
- Government agencies;
- Individuals/individual artists;
- Major capital expenditures (such as the purchase of land, buildings, building renovations, machinery and vehicles);
- Organizations aligned with any political party or to support programs or services thereof;
- Organizations or activities that the City deems may promote discrimination, contempt, or hatred for any individual or entity, as defined by the Ontario Human Rights Code.
- Organizations that receive funding through any other City of Mississauga granting program;
- Projects where participation is conditional upon partaking in the religious activities of the organization;
- Travel and accommodation.

What to Consider Before Applying

- Consult with your community to identify the need you wish to address and discuss the application with your board members/staff/volunteers to contribute to the grant proposal as needed. Assign a lead to prepare the application and confirm that two authorized signing officers will provide signatures prior to submission of the grant application.
- Read the Culture [Future Directions plans](#), using the executive summary and strategic priorities section starting on page 6 to help provide an overview on the recommendations that follow and can be used to support in crafting your grant proposal.
- It is highly encouraged for interested applicants to attend an information session to find out more information about the grant and learn tips on completing the application. See page 14 for dates and times of the webinars or receive a copy of a recorded version.

- Contact the Grants team at any time to discuss your grant application and/or confirm that your group is eligible to apply (grantsinfo@mississauga.ca or 905-615-3200 ext. 5476).

How To Apply

The City of Mississauga requires all grant applications to be submitted through its [Online Grants Portal](#). A completed application must be submitted through the City of Mississauga's Online Grants Portal no later than **Friday October 11, 2024 by 4:30pm**. Incomplete or late applications will not be considered. Applications and additional documentation will not be considered if submitted by e-mail, fax, or paper copy.

If you have already created an account, you can use the login information you created to apply for funding in 2024.

For Returning Applicants

Sign in to the [Online Grants Portal](#) by entering the email address and password associated with your [Online Grants Portal](#) account. If you have lost or forgotten your password, select "Forgot your password?" located next to the "Sign In" button. This will allow you to request a new password.

For First Time Applicants

To set up an account follow these steps:

1. Click the "Register" button located in the top right corner of the login screen;
2. Ensure the "Register as an individual" option has been selected;
3. Enter your name and email address;
4. Create a password;
5. Click "Create Account";
6. Verify your account by clicking on the "Send verification" link. This will send an email to the email address you provided;
7. Open your email and click on the link that has been sent to you;
8. You will then be able to go back to the Grants Portal and click on the "View programs" button.

Once you have created your account you will be able to access the Grants Portal during each granting cycle.

Please Note: Only click the "Apply" button once. This button will duplicate your application with each click.

Please Note: The City of Mississauga's Grants Portal is used by the Community Services department for all its grant programs. Please ensure you have selected the correct grant program.

Tip: Share your organization's login information with at least two people to ensure your access to the site will not be restricted if the individual who originally registered is not available.

Preparing Your Application

Once you have signed into your account on the Grants Portal, be sure to complete the following tasks to submit your application. Please allow sufficient time to complete the application accurately and completely. Consider having a third party proofread your application prior to submission to ensure clarity and accuracy.

Task Descriptions & Things to Consider

Task	Description
<p>1. Complete Section A-Contact Information</p>	<ul style="list-style-type: none"> • Provide your organization’s main contact and mailing information. The City will use this information for all correspondence and payments if approved for funding. • Indicate the amount of funding you are applying for. You will also need to indicate if you have received a grant in a previous City of Mississauga grant intake.
<p>2. Complete Section B-Organization Details</p>	<p>Answer each question in the application form, do not leave any questions blank. Review the assessment criteria on page 8-10 of the guidelines to ensure you capture the required information. This is the information that will be assessed by the peer assessment committee and is designed to provide them with the information they will need to make a recommendation based on the following categories:</p> <ul style="list-style-type: none"> ○ Resident Need, Engagement & Inclusivity; ○ Strengthening Culture in Mississauga/Strengthening Culture in Mississauga / Identifying, Preserving and Celebrating Mississauga’s Heritage; ○ Governance; ○ Organizational Sustainability. <p>If you would like to view and prepare the application outside of the grants portal, you may request a copy of the full PDF application by emailing grantsinfo@mississauga.ca; however, please note that applications will only be accepted on the grants portal.</p>
<p>3. Complete Section C-Finances</p>	<ul style="list-style-type: none"> • To complete Section C, fill out the Financial Form provided in the application and upload a complete set of financial documents from the most recently completed fiscal year signed by two signing officers of the organization. • Funding requests of \$20,000 or more require audited financial statements that include breakdowns of all public funding and operating net assets. • Funding requests less than \$20,000 require year-end financial statements that include breakdowns of all public funding and operating net assets. • If an organization’s fiscal year-end is more than three months prior to the grant deadline, year-to-date financial statements must also be provided.

Task	Description
4. Complete Section D-Statistical Reporting	<ul style="list-style-type: none"> Please complete the statistical reporting section in its entirety, disregarding any questions that are not relevant to your organization.
5. Upload “Current List of Board of Directors” Document	<ul style="list-style-type: none"> Upload your current list of Board of Directors. Be sure the document contains each Director’s contact information. Please be sure the document is in either PDF or Word format.
6. Upload Constitution and Bylaws	<ul style="list-style-type: none"> Upload your organization’s up-to-date constitution and bylaws. Please be sure the document is in either PDF or Word format.
7. Upload Additional Supporting Documents (optional)	<ul style="list-style-type: none"> This space is provided for organizations to upload any relevant documents to their application. This may include a business plan, strategic plan, or any other relevant information. Please note this is optional.
8. Read and Sign the Terms and Conditions	<ul style="list-style-type: none"> Please read the Terms and Conditions and have two signing officers of the organization sign the Terms and Conditions. These Terms and Conditions become a legally binding Grant Agreement between the applicant and the City of Mississauga should the application be approved for funding. Please ensure you have read them thoroughly
9. Click “Submit”	<p>Once you click “Submit” you will receive a confirmation email that the application is complete and submitted prior to the deadline. Please be sure to check any junk mail folders if you do not receive an email in your inbox. If you click “Submit” and do not receive a confirmation email within 24 hours, please email grantsinfo@mississauga.ca to confirm your application has been submitted.</p> <p>The grants portal will close promptly at 4:30pm on October 11, 2024 even if you are working on an application. Keep this date and time in mind and start early. Late applications will not be accepted.</p>

Assessment Criteria and Review Process

Funding is determined based on the eligibility of the applicant and the quality of the application submitted by each applicant. Community Development Staff will review grants to confirm accuracy, completeness, and eligibility.

Finance Staff will review information from applicants to determine their financial viability and/or identify any significant variances from prior annual statements of existing grant

recipients. Some areas of analysis that the Financial Analyst will review include: the organization’s liquidity and cash flows, patterns of financial results year over year, changes in net assets and reserve funds, and the sustainability of the organization’s funding base.

A Peer Assessment Committee (approved by Council for a 4-year term) consisting of practicing professionals who are not directly involved with any organization applying for funding, determines the grant recipients and funding amounts for each of the City’s grant programs. The Peer Assessment Committee will assess each application based on the criteria below. Applications are scored out of a total of 30 points which will determine recommendation for funding and at what amount.

Assessment Category	Score	Assessment Criteria and Description
<p>Resident Need, Engagement & Inclusivity</p>	<p>10</p>	<ul style="list-style-type: none"> • Applicant effectively describes how they improve access to cultural opportunities for Mississauga residents. • Applicant shows clear evidence of demand for their programs and evidence of responsible implementation with diverse communities. • Applicant provides specific examples of promoting equity, diversity and inclusion in their operations. This can include organizational policies, training opportunities, specific initiatives, just to name a few. • Returning applicants, including multi-year applicants, can demonstrate the ability to achieve objectives and show a return on investment on previous funding awarded by the City of Mississauga and other funders. • Applicant provides detailed plans for developing new audiences and engaging different communities. <ul style="list-style-type: none"> ○ Communities can include but are not limited to; artistic, neighbourhoods, 2SLGBTQ+, newcomer, Indigenous, Black and Disability communities.
<p>Strengthening Culture in Mississauga / Identifying, Preserving and Celebrating Mississauga’s Heritage.</p>	<p>10</p>	<p>This question is broken out into two categories, “Arts Organizations” and “Heritage Organizations”. You will be asked to choose which category best fits the organization’s mandate and are evaluated as follows:</p>

Assessment Category	Score	Assessment Criteria and Description
		<p>Arts & Culture</p> <ul style="list-style-type: none"> • Applicant provides clear descriptions of the opportunities they are creating for artists and cultural producers in Mississauga, including the number of paid opportunities for Mississauga artists. • Applicant explains how they are fostering a sense of place/community with their work. • Applicant effectively explains the impact that their live and digital initiatives have on Mississauga’s arts and culture sector. • Applicant describes how they are developing professional and marketable skills for artists. <p>Heritage</p> <ul style="list-style-type: none"> • Applicant clearly identifies the organization’s initiatives to promote awareness of Mississauga’s heritage. • Applicant describes how the organization works with the City and other organizations to tell the stories of Mississauga. • Applicant effectively explains the impact that their live and digital initiatives have on Mississauga’s cultural heritage.
Governance	5	<ul style="list-style-type: none"> • Applicant effectively describes the roles and responsibilities within the organization, including the skills staff have to accomplish the organization’s goals. • Applicant provides an explanation of the skills their Board of Directors bring to the organization. • Applicant details a plan for acquiring members with the skills the organization requires. • Applicant provides a clear strategy for training, staffing, and volunteer recruitment to assist in accomplishing their goals. • The organization lists clear strategic and

Assessment Category	Score	Assessment Criteria and Description
		succession planning activities.
Organizational Sustainability	5	<ul style="list-style-type: none"> • Applicant describes the measures implemented to ensure the organization has enough funding to operate in 2025. • Applicant clearly lists the partnerships in place for the funding year (both financial and in-kind), including the roles and the benefits for both the organization and partners. • Applicant provides a plan for grants and sponsorship including the number of grants/sponsors and the amount of funding confirmed for the funding year. • Applicant describes how sponsorships enhance programs and services. • Application outlines other sources of revenue the organization has including earned revenue.
TOTAL SCORE	/30	Application must meet a minimum of 50% (15 out of 30) passing score to be approved for funding.

Scoring Scale

Low Score Range 1 - 4	Medium Score Range 5 - 7	High Score Range 8 - 10
Applicant does not meet criteria and/or provides minimal detail that does not align with the grant’s purpose.	Applicant meets some of the criteria and provides moderate/general detail that aligns with the grant’s purpose.	Applicant demonstrates clear alignment with strategic priorities, provides an extensive level of detail and clearly explains how funding request achieves the grant’s purpose.

All applicants will receive a written evaluation summary. If an applicant is not recommended for funding, you may submit a request for feedback to grantsinfo@mississauga.ca. Feedback will only be provided to applicants that request it. Feedback provided is not a guarantee or commitment of future funding.

Grant Timeline

Date	Description
August 26, 2024	<p>Grant Application Opens!</p> <p>Consult with your community to identify the need you wish to address and develop your project idea. Attending an information session is highly encouraged for anyone considering applying, or discuss your project idea with Community Development staff to know if you're on the right track.</p>
October 11, 2024, 4:30pm	Grants Due Date
October-December 2024	Grants Review
January 2025	The Commissioner of Community Services reviews final recommendations to ensure alignment with City priorities.
January 2025	All applicants are notified of their final recommendations before they go forward to the General Committee meeting in early 2025.
January 24, 2025 (eight business days prior to general committee)	Applicants may make a deputation to General Committee regarding their recommendations through the City Clerk's office. A staff liaison will confirm arrangements.
February 5 th , 2025	General Committee's recommendations are forwarded to Council for final approval.
February 2025	Organizations are notified in writing of the final grant amount following Council approval
June 30 th , 2025	Mid-year financial reports due for groups receiving more than \$20,000 (only applicable to Arts & Culture and Community grant)
March 2025	Payment
November 2025	Final Reports Due

Support with Conditions

It may be recommended for a group to receive “Support with Conditions” in cases where there are concerns about a group's financial or organizational sustainability. Groups on “Support with Conditions” receive coaching and guidance from staff and may be asked to provide interim information during the grant period or have requirements attached to the release of grant funds.

Payment

All grant payments are issued via Electronic Funds Transfer. To receive funding, new grant recipients must complete a Vendor Request form and an Electronic Funds Transfer form. Grant recipients will receive both documents via email upon recommendation of the grant and must email the completed forms to ap.central@mississauga.ca. Grant recipients must have a bank account under the organization's name on the application form. The City will not distribute grants to personal bank accounts or the bank accounts of other organizations. Existing grant recipients who have not completed an Electronic Funds Transfer must also complete and submit a completed form. Existing grant recipients with any changes to their contact information must also submit an updated Vendor Request form with contact information that matches their 2025 application. Please Note: applications may be approved for less than the maximum grant amount and less than requested.

New & Emerging and Established Organizations

Type	Description
<p>Organizations receiving Grants of less than \$20,000</p>	<ul style="list-style-type: none"> ➤ The total funding amount is awarded in one payment upon Council approval. Although the City aims to distribute funding in a timely manner, please note that the City cannot guarantee the delivery of funds by a specific date.
<p>Organizations receiving Grants of \$20,000 or more</p>	<ul style="list-style-type: none"> ➤ Seventy-five percent (75%) of the total grant is awarded following Council's final approval. ➤ Twenty-five percent (25%) is withheld until the organization has provided the most recent year-end audited and/or updated financial statements, depending on the organization's fiscal year-end. <p>Note: The Recipient will have until June 30, 2025, to submit year-end/updated financial statements and any other documentation required by the City. The final payment is awarded by August 2025, contingent on the approval of the year-end/updated financial statements.</p>

Multi-Year Organizations

Year	Description
<p>Year One</p>	<ul style="list-style-type: none"> ➤ Seventy-five percent (75%) of the first year’s funding will be provided once the organization has been approved by Council and they have signed the funding agreement. ➤ Twenty-five percent (25%) will be held back until the organization has provided the most recent year-end audited and/or updated financial statements, as outlined in the funding agreement.
<p>Year Two</p>	<ul style="list-style-type: none"> ➤ Seventy-five percent (75%) will be provided once the organization’s yearly report has been received and the grant budget has been approved by Council. ➤ Twenty-five percent (25%) will be held back until the organization has provided the most recent year-end audited and/or updated financial statements, as outlined in the funding agreement.
<p>Year Three</p>	<ul style="list-style-type: none"> ➤ Seventy-five percent (75%) will be provided once the organization’s yearly report has been received and the grant budget has been approved by Council. ➤ Twenty-five percent (25%) will be held back until the organization has provided the most recent year-end audited and/or updated financial statements, as outlined in the funding agreement.

Please Note: All funding is contingent on Council approval. The City reserves the right to adjust payments in the event that changes to the budget are required, subsequent to approval.

Please Note: The City does not fund retroactively. If groups choose to start a project or otherwise commit funds before knowing that a grant application has been approved, the City of Mississauga is under no obligation to provide funding.

Reporting Requirements

All Arts and Culture Grant recipients are required to submit a final report on their activities. **New for 2025 is a fixed deadline for annual final reports: November 28, 2025.** The final reports will capture all funded activity that occurred throughout the calendar year of 2025. Depending on your organization’s fiscal year, you may be reporting on multiple fiscal years of your organization. Reporting guidelines will be made available to successful applicants by the fall of 2025 and must be completed using the Grants Portal.

Multi-Year Funded Organizations

All reporting requirements will be outlined in the funding agreements provided to successful organizations upon approval of the Multi-Year grant.

Please Note: Organizations that have failed to meet reporting requirements for any approved grants may not be eligible for future funding.

Resources and Support

All applicants are strongly encouraged to attend one of the information sessions to hear about the grant process, the requirements, tips for success and to ask questions. Please click on the links below to register. Videos of the Arts & Culture Information Sessions are available upon request. Please contact grantsinfo@mississauga.ca to receive a copy.

Arts & Culture/Culture Projects Webinar	Cultural Festivals & Celebrations Webinar
Thursday, September 12, 2024 9:00 – 10:00 a.m. https://mississauga.webex.com/weblink/register/r121c5f6c4b6467fc7bdcb4f62e2155d9	Thursday, September 12, 2024 6:00 - 7:00 p.m. https://mississauga.webex.com/weblink/register/rfa915c9c85250f64643c4fbb6e240567
Thursday, September 26, 2024 6:00 – 7:00 p.m. https://mississauga.webex.com/weblink/register/ra1b40ce309c2dd783559aa9f2b350be1	Thursday, September 26, 2024 9:00 – 10:00 a.m. https://mississauga.webex.com/weblink/register/r871bb699d4cd6e03c220e64e96129fc2

For assistance with your application, please contact the Grants team:

- E-MAIL: grantsinfo@mississauga.ca
- PHONE: 905-615-3200 Ext. 5476
- WEBSITE: www.mississauga.ca/grants

What is the Community Group Registry Program?

Grants are only one way that the City of Mississauga assists arts and culture groups. The CGRP supports not-for-profit community groups governed by volunteers that deliver programs and services within Mississauga that are of benefit to and valued by residents. Becoming a registered group gives you access to:

- Discounts to rent space at City facilities;

- Permission to place promotional mobile signs next to City roads;
- General liability insurance through the City's affiliate insurance program, if eligible;
- Community grants and funding.

Groups can apply at any time by completing a [Statement of Interest](#) to begin the application process and staff will contact you directly regarding next steps. The benefits can be accessed at any time. For more information, please consult the [Community Group Registry Program webpage](#).

Appendix A) Terms and Conditions

Please note; if your organization (the "Recipient") receives the financial assistance (the "Grant") from The Corporation of the City of Mississauga (the "City") under this Arts and Culture Grant Program (the "Program"), the following conditions will apply:

1. Pursuant to the current terms and conditions, the City may terminate the Grant and demand a partial or full repayment of the Grant, provided if:
 - a) the Recipient makes misrepresentations in its application for the Grant;
 - b) the Grant is not used for the purpose of the services/programs or project as described in the application;
 - c) the services/programs or project proposed in the application is not commenced in a timely manner as described in its application;
 - d) the services/programs or project is not completed within the fiscal year for which the Grant was intended for, except otherwise approved by the City;
 - e) the services/programs or project is completed without requiring the total amount of the Grant;
 - f) the Recipient ceases operating or dissolves;
 - g) the Recipient ceases to operate as a non-profit organization;
 - h) the Recipient merges or amalgamates with any other party;
 - i) the Recipient breaches any of the terms and conditions of the grant assistance; or,
 - j) the Recipient breaches and of the provisions of the Ontario Human rights code, as amended, or any other applicable law, regulations, the City's corporate policies, by-laws or Program guidelines in its operations.
2. It is the responsibility of the Recipient to notify the City's Recreation and Culture Division immediately of the occurrence of any of the grounds for which the City may demand repayment of the Grant provided (listed in Term #1 above) and/or if there are any changes in the funding of the project from that considered in the application.

3. The Grant shall only be used for the purposes outlined in the application subject to City approval. Any change to the purpose of the Grant is prohibited, except otherwise approved in writing by the City.
4. The Recipient will make or continue to make attempts to secure funding from other sources as indicated in its application. If the Recipient fails to secure sufficient funding for the services/programs or project, as indicated in its application; the City, at its sole discretion, may demand a partial or full repayment of the Grant.
5. The Recipient shall keep and make available proper books of account and records of the financial management of the funds provided by the City in accordance with generally accepted business and accounting practices, the Recipient authorizes the City or its agents to inspect any records, invoices, and documents in the custody or control of the Recipient which relate to the Grant at all reasonable times.
6. The Recipient is required to submit a final report on the operational, project and/or capital activities as required by the City. The Grant may not be made available to organizations that fail to meet reporting requirements for any approved Grant.
7. The Recipient represents and warrants that the services/programs or project shall not be represented as City services/programs or City project, and that the Recipient does not have the authority to hold itself out as an agent of the City in any way. The Recipient shall not hold out the City as a partner or otherwise responsible for any obligations relating to the services/programs or project.
8. The Recipient shall acknowledge the support of the City in all advertising, publicity, programs, signage and plaques relating to the services/programs or project for which funds are granted.
9. In the circumstance the Recipient disbands, the Recipient must notify the City immediately and dispose of their assets in a responsible manner. Any unused portion of the Grant remains the property of the City and shall be returned to the City upon request.
10. The Recipient shall not transfer or assign the Grant or any part thereof to another person.
11. The Recipient acknowledges and agrees that any action taken by or on behalf of the City shall be unconditionally subject to the *Municipal Act, Municipal Freedom of Information and Protection of Privacy Act*, as amended, and any other applicable law or regulations governing the City or its agents, including the City's By-laws and Policies (collectively the "Applicable Law") and the City shall not be required to take any action in respect of the Program, or otherwise, if such action would be, or would be reasonably likely to be, in violation of any such Applicable Law or ultra vires the powers of the City.
12. The Recipient acknowledges and agrees that City Staff may accept tickets to events and performances, in accordance with the City's Conflict of Interest Policy,

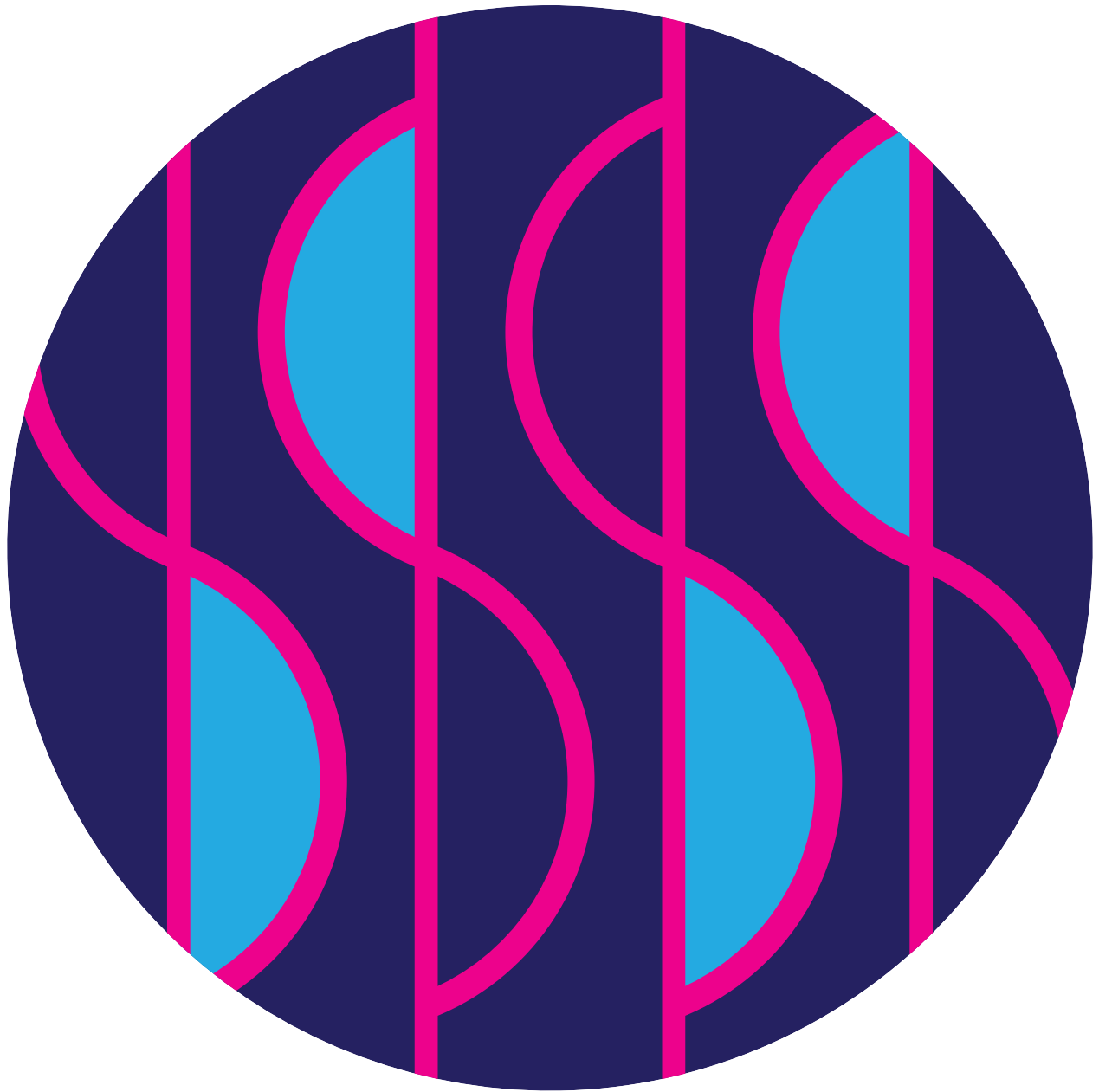
respecting the Acceptance of Gifts, Benefits, or Favours Section of the Policy and that the City and the Recipient shall at all times adhere to rules set forth therein.

13. The Recipient, including its subcontractors, employees, workers, volunteers and agents, shall indemnify and save the City harmless, including the City's elected officials, officers, employees, agents and contractors (the "Indemnified Person"), from and against any loss, cost and expense incurred by the City because of any demand, action or claim brought against the City as a result of any loss of or damage to property, personal injury or death, or any other losses or damages, both direct or indirect, howsoever and whatsoever incurred, suffered or sustained by the Recipient, including its subcontractors, employees, workers, volunteers and agents, or by a person other than the Recipient arising out of or in any way related to the Grant received or any obligation of the Recipient under this Program, or by anyone for whom in law the Recipient is responsible.
14. The Recipient, including its subcontractors, employees, workers, volunteers and agents, agrees that it shall absolutely and irrevocably release the City and its Indemnified Person from any liability, loss, damages, costs, expense or claims suffered or incurred by the Recipient, including its subcontractors, employees, workers, volunteers and agents, whether arising in contract, tort, negligence, common law, equity or otherwise, in any connection with the Grant received or any obligation of the Recipient under this Program.
15. The City reserves the right to verify the membership lists provided to the City, and amend or impose additional terms and conditions on a grant as is deemed necessary by the City.
16. The Recipient agrees to receive information on the Program or other related information, news, events, promotions, offers and contests from the City.
17. The Recipient understands and agrees that the receipt of a Grant in one year does not guarantee funding in the following fiscal year.
18. The Recipient shall comply with all of the provisions of the Program guidelines.
19. Pursuant and in addition to the City's application requirements, receipt of funding and compliance with this Agreement shall be conditional on the recipient, or any recipient staff member acting in their job capacity, not directly or indirectly engaging in any political activity, including not publicly endorsing, supporting, opposing, or aligning itself with any political organization, party, campaign, elected representative, or candidate. Recipients shall be required to comply at all times with *the Income Tax Act, the Canada Elections Act, the Elections Act of Ontario, the Lobbying Act*, and all other applicable laws respecting same. For greater clarity, no funding shall be permitted to be used, either directly or indirectly, for any political purposes, including towards any elected representatives, political candidate, campaign, party, or organization.

20. The Recipient acknowledges that general liability insurance may be required and agrees to obtain, at its sole cost and expense, and maintain insurance that is satisfactory to the City of Mississauga with a financially sound and reputable insurance company licensed to underwrite insurance in the Province of Ontario. A certificate of insurance may be required to the inclusive limit of Two Million (\$2,000,000.00) OR Five Million (\$5,000,000.00) Dollars per occurrence, adding the City as an additional insured, based on the City's assessment of risk based on the activities, facility rental(s), and/or provision of goods/services provided through the grant received.

The City reserves its rights to amend or impose additional terms and conditions as is deemed necessary by the City.

GRANTS



Recreation & Culture Division
City of Mississauga
300 City Centre Drive
Mississauga, ON L5B 3C1
mississauga.ca/grants

