The Corporation of the City of Sault Ste. Marie
Cultural Vitality Committee
Agenda

Wednesday, May 20, 2026

4:30 pm - 6:30 pm

Video Conference

Meetings may be viewed live on the City's Youtube channel
https://www.youtube.com/user/SaultSteMarieOntario

Pages

1. Land Acknowledgement

I acknowledge, with respect, that we are in Robinson-Huron Treaty territory, that the land on which we are gathered is the traditional territory of the Anishinaabe and known as Bawating. Bawating is the home of Garden River First Nation, Batchewana First Nation, the Historic Sault Ste. Marie Metis Council.

2. Adoption of Minutes

4 - 5

Mover _____

Seconder _____

Resolved that Minutes of Cultural Vitality Committee meeting of February 18, 2026 be approved.

3. Declaration of Pecuniary Interest

4. Adoption of Agenda

Mover _____

Seconder _____

Resolved that the Agenda for Cultural Vitality Committee meeting for May 20, 2026 as presented be approved.

5. Business Arising

5.1 Chrissy Yendell - Time Held In Colour

6 - 21

5.2	Eli Russell and the River Fools	22 - 37
5.3	FemFest	38 - 55
5.4	Great Lakes Artist Series	56 - 79
5.5	Joseph Kargi - Songwriting in the Soo	80 - 91
5.6	Katrina Thibodeau - Accessible Realism Painting & Mentorship Program	92 - 107
5.7	La Casa - Latin Fest 2026	108 - 151
5.8	Lesley Belleau - Our Hearts are a Burial Ground	152 - 182
5.9	Paarth Pandey - Bollywood Novella	183 - 199
5.10	Rachel Gabor - Put Me On Hold	200 - 218
5.11	Sault Indie Theatre Collective	219 - 233
5.12	Caio Schuurhuis - Queer Dance Collective	234 - 248
5.13	Hallie Piche - Queer Choir	249 - 266
5.14	Mario Gionet - Walk Among the Trees	267 - 287
5.15	Sarah Skagen - She 2026	288 - 300
5.16	Sault Indian Social Club - Dance Workshop	301 - 319
5.17	Sault Ste. Marie Metis Heritage Centre - Community Photography Exhibition	320 - 367
5.18	Storyline Studio - Diwali Celebration	368 - 387
5.19	Titan Tiny Homes Inc. - Trinidad & Tobago Culinary and Cultural Experience	388 - 427
5.20	Algoma Arts Festival Association - Operating	428 - 450
5.21	Algoma Festival Choir - Operating	451 - 470
5.22	Musical Comedy Guild - Operating	471 - 544
5.23	Over the Rainbow - Operating	545 - 570
5.24	Sault Symphony Orchestra - Operating	571 - 627

5.25	Sault Theatre Workshop - Operating	628 - 652
5.26	Friends of Ermatinger Clergue NHS - Fall Rendezvous 2026	653 - 678
5.27	Sault Malayalee Association - SMA South Indian Cultural Festival & Onam Celebration 2026	679 - 703
5.28	Living History Algoma	704 - 720
6.	Sub-committee / Task Force Updates	
7.	New Business	
8.	Correspondence	
9.	Next Meeting	
10.	Adjournment	

Mover _____

Seconder _____

Resolved that this Committee now adjourn.

The Corporation of the City of Sault Ste. Marie

Cultural Vitality Committee

Minutes

Wednesday, February 18, 2026
4:30 pm
Video Conference
Meetings may be viewed live on the City's Youtube channel
https://www.youtube.com/user/SaultSteMarieOntario

Present:	D. Hilsinger, M. Bouchard, S. Meades, N. Moss, D. Lalonde, A. Arnott
Absent:	S. Spina, L. Rendell, E. Cho,
Officials:	V. McLeod, A. Moore

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1. Land Acknowledgement

2. Adoption of Minutes

Moved by: S. Meades
Seconded by: N. Moss

Resolved that Minutes of Cultural Vitality Committee meeting of January 21, 2026 be approved.

Carried

3. Declaration of Pecuniary Interest

4. Adoption of Agenda

Moved by: M. Bouchard
Seconded by: D. Lalonde

Resolved that the Agenda for Cultural Vitality Committee meeting for February 18, 2026 as presented be approved.

Carried

5. Business Arising

5.1 Roadside Attraction - Resolution

6. Sub-committee / Task Force Updates

5. Business Arising

5.2 Community Cultural Plan - 2026 and Beyond

6. Sub-committee / Task Force Updates

6.1 Public Art Master Plan Update

6.3 Community Committee on Graffiti Management Update

7. New Business

8. Correspondence

9. Next Meeting

9.1 March 18, 2026 - Meeting dates for ACAP Review (April-May 2026)

April 22nd and April 29, 2026.

10. Adjournment

Moved by: N. Moss
Seconded by: M. Bouchard

Resolved that this Committee now adjourn.

Carried.

Early intake submission deadline: **Last Friday in October** of each calendar year by 4:30pm EST

Late intake submission deadline: **Last Friday in March** of each calendar year by 4:30pm EST

Applications That are Incomplete or Missing Supporting Documentation Will Not be Accepted or Eligible for Review

In addition to this completed application, the following documents are to be formatted as described in the Application Process section of the ACAP Guidelines and submitted as attachments:

- Artist Curriculum Vitae/Resume/Biography
- Links to artist social media accounts or websites (if applicable)
- Documentation/support material of past projects that would show the Applicant's ability to successfully undertake and complete the proposed project
- ACAP Project Plan Template
- ACAP Application Budget Template
- Quote documents for small capital/equipment purchases and/or print materials (if applicable)

Section 1: Artist Information

i. Artist Formal Name:
Liane Yendell

ii. Artist Practicing Name:
Chrissy Yendell

iii. Artist Mailing Address and Postal Code:

iv. Artist Contact Information (Phone Number, Email Address):

v. Please provide an artist's statement or general statement about your work (maximum 500 words):

Time Held in Colour is a series of large-scale paintings exploring the female perspective through a balance of portraiture and colour field abstraction. The work reflects themes of time, memory, motherhood, and the emotional landscape of lived experience. Figures appear and dissolve within layered surfaces, allowing representation and abstraction to coexist within the same visual space.

Over time, subtle elements of landscape have emerged within the paintings. Influenced by the atmosphere of Lake Superior and the rhythms of Northern Ontario, spatial openness and shifting colour relationships suggest both internal emotional states and external environments. These references are not literal depictions of place, but rather expressions of presence, distance, and continuity. The work considers how memory and environment shape perception, and how personal experience connects to broader human narratives.

Scale plays an important role in the work. Large surfaces allow for a physical engagement with the act of painting and invite viewers to enter the space of the work. Layers accumulate gradually, allowing traces of earlier gestures to remain visible. This process reflects the passage of time and the ways in which experience is carried forward, altered, and re-understood.

Created while returning to studio practice after years focused on teaching and raising a family, the paintings acknowledge the complexity of time interrupted and resumed. The work holds both immediacy and reflection, allowing moments of clarity to emerge through colour, movement, and form.

Exhibiting this body of work in Sault Ste. Marie contributes to the evolving conversation around contemporary painting in Northern Ontario. The exhibition brings forward a perspective grounded in lived experience, while engaging broader themes of memory, presence, and transformation through abstraction.

vi. Please indicate the artist's discipline of focus:
Visual arts, performing arts, media arts, literary arts, multi & interdisciplinary arts, heritage arts, public art, other, and description (maximum 50 words):

Visual Arts - Contemporary painting focused on large-scale colour field abstraction and figurative work exploring themes of time, memory, and the female perspective. The work bridges representation and abstraction through layered surfaces, gesture, and spatial openness, influenced by the atmosphere and landscape of Northern Ontario and the Lake Superior region.

Section 2: Type of Grant & Funding Amount Request

Applicants may choose one grant stream that best supports their project needs and objectives. **Please refer to the ACAP Guidelines.**

Please select only one:

Small Project Grant ☑

Cultural Diversity Grant ☐

ACAP Request Amount ($) 2999

Section 3: Description of Activities, Projects and Events

Please download, complete and include as an attachment the completed ACAP Application Project Plan Template for the proposed activity, project and/or event.

i. Project Name or Working Title:
Time held in Colour

ii. Activity/Project and/or Event **Start Date:**
August 17th 2026

iii. Activity/Project and/or Event **End Date:**
September 5th 2026

iv. Activity/Project and/or Event Location -
(Physical address or for virtual projects/programming/events please include links to websites, social media etc. where programming will take place/be present, maximum 50 words):
Sault Ste Marie, ON Museum

v. Please describe the proposed activity, project, and any relevant goals or objectives (maximum 750 words)

The proposed activity is the presentation of a solo exhibition of new paintings from the series Time Held in Colour at the Sault Ste. Marie Museum in August 2026. The exhibition will feature a body of large-scale works exploring the female perspective through both portraiture and colour field abstraction. The project reflects an important period of renewed studio focus and represents a significant step in the continued development of my professional practice as a painter working in Northern Ontario.

The exhibition will include paintings ranging from 36 x 48 inches to 60 x 72 inches or larger. The works explore themes of time, memory, motherhood, and lived experience through layered surfaces and evolving compositions. Some paintings retain elements of figurative structure, while others move toward immersive fields of colour that communicate atmosphere and emotional presence. Subtle elements of landscape have begun to emerge within the work, influenced by the light and spatial qualities of the Lake Superior region, connecting personal experience with the broader environment of Northern Ontario.

A primary goal of this project is to contribute to the cultural life of Sault Ste. Marie by presenting contemporary visual art that reflects both local experience and broader human themes. The exhibition is scheduled during the summer season, when the city experiences increased visitor activity. Presenting the work at this time supports the opportunity to draw both community members and tourists into the museum during peak warm-weather months, contributing to public engagement with the arts and encouraging cultural tourism within the region.

Funding will support the professional presentation of the exhibition, including framing of selected works to ensure a cohesive and resolved visual experience. Assistance will also support opening reception costs, creating an accessible and welcoming event for the public. A live musical component may be incorporated into the opening reception, introducing sound as an atmospheric element that complements the visual work and enhances the visitor experience. Integrating sound into the opening event encourages interdisciplinary engagement and creates an inviting environment that supports dialogue between audience members, the artwork, and the cultural space.

vi. How does this activity, project, or event support the current Community Culture Plan? Please select all community programs and impact priorities that the project supports.

☑ Complement and support existing City initiatives, plans and projects and contribute effectively to the development of arts, culture and heritage in Sault Ste. Marie

☑ Contribute to the economic and social diversity of Sault Ste. Marie through the development of arts, culture and heritage products and tourism

☑ Promote effective, meaningful, and equitable community engagement and consultation processes

☐ Provide mentorship and participatory opportunities for youth, diverse, and historically underrepresented groups in the community

☐ Increase organizational capacity and sustainability of local art organizations, collectives, and artists (including Applicants)

☑ Provide professional development opportunities for emerging and professional arts, culture, and heritage practitioners (including Applicants)

☑ Fosters community connections, partnerships and networks

☐ Provides opportunities for volunteerism

☑ Significantly contributes to the quality of life and sense of identity in Sault Ste. Marie

Please explain these selections (750 words maximum):
The exhibition Time Held in Colour, presented at the Sault Ste. Marie Museum, contributes to the development of arts and culture in Sault Ste. Marie by presenting a contemporary body of visual artwork rooted in the experience of living and working in Northern Ontario. The project complements existing cultural initiatives by expanding opportunities for public engagement with professional visual art within an established community museum setting.

Scheduled during the summer season, the exhibition supports cultural tourism by providing an additional arts-based destination for both residents and visitors. Summer represents a peak period of travel to the region, and the exhibition contributes to the diversity of cultural experiences available in Sault Ste. Marie. By encouraging visitors to engage with contemporary painting informed by the Lake Superior environment and Northern Ontario context, the project supports the local economy while strengthening the visibility of the arts within the city ' s cultural landscape.

The exhibition fosters meaningful community engagement by creating an accessible and welcoming opening reception designed to encourage public participation. The incorporation of a live musical component introduces sound as an atmospheric element, supporting interdisciplinary dialogue between visual art and music. This approach encourages audiences who may not typically attend gallery exhibitions to feel comfortable entering the space and participating in the cultural life of the community.

The project contributes to the professional development of a practicing artist working in Sault Ste. Marie through the presentation of a cohesive body of new work in a recognized public venue. Exhibition opportunities of this scale support the continued growth and sustainability of professional artistic practice within the region. Public presentation strengthens connections between artists, cultural organizations, and audiences, supporting ongoing partnerships and networks within the local arts community.

By presenting contemporary artwork that reflects themes of memory, environment, and lived experience, the exhibition contributes to the sense of identity within Sault Ste. Marie. The work draws upon the atmosphere and spatial qualities of the Lake Superior region, offering audiences an opportunity to experience connections between place and personal narrative through visual art. Providing opportunities to encounter contemporary painting locally supports quality of life and reinforces the importance of arts and culture as part of a

vii. What are the benefits to audiences, participants, and/or the community of Sault Ste. Marie that are intended upon successful completion and implementation of this activity, project or event? (500 words maximum):

The exhibition Time Held in Colour, presented at the Sault Ste. Marie Museum, provides audiences with the opportunity to experience contemporary large-scale painting within a local cultural setting. The work explores themes of memory, environment, and the female perspective, connecting the region ' s landscapes and lived experience to universal human stories.

Scheduled during the summer, the exhibition draws both community members and tourists, offering an arts-based destination that encourages extended engagement with local institutions. By presenting work during peak visitation months, the project contributes to cultural tourism and strengthens the diversity of experiences available in Sault Ste. Marie.

As a longtime local teacher with deep community ties, I can actively encourage families, colleagues, and students to attend and engage with the exhibition. The opening reception, which may include live music, will create a welcoming, interdisciplinary experience that invites visitors of all ages to explore contemporary painting while fostering dialogue and connection.

The project also supports the sustainability of artistic practice in the region by providing a platform for professional exhibition. By offering audiences access to large-scale, thoughtful work created locally, the exhibition strengthens cultural participation, supports the visibility of practicing artists, and contributes to the city ' s sense of identity. Through professional presentation and community engagement, this

viii. If ACAP funding for this activity, project, or event is approved, please describe what the applicant considers to be successful implementation of the project. How will success be measured (maximum 250 words):

Successful implementation of Time Held in Colour will be achieved when the exhibition is fully realized at the Sault Ste. Marie Museum, with all planned works professionally installed and presented to the public during the summer 2026 season. Success includes a cohesive presentation of approximately 20 large-scale paintings that reflect the female perspective, memory, landscape, and the passage of time, and that communicate effectively to both local audiences and visiting tourists.

Success will be measured through several indicators. Attendance at the opening reception and throughout the exhibition will demonstrate engagement from community members, families, and visitors. Positive feedback from museum staff, attendees, and local media coverage will indicate the exhibition ' s impact on public appreciation of contemporary visual art. The integration of a live musical component at the opening will also be evaluated for its contribution to an engaging, multi-sensory experience.

Additionally, professional documentation of the exhibition—including photography and written records—will allow for assessment of the exhibition ' s quality and provide a portfolio to support future exhibition opportunities. Broader success is measured by the exhibition ' s contribution to cultural tourism during peak summer months, the

Section 4: Marketing

i. What audiences do the proposed activity, project and/or event look to reach?

Select all that apply:

- [x] Local (within the Municipality)
- [x] Regional (within Algoma)
- [x] Tourism (those who will travel)
- [x] Other (Please describe)

ii. Please describe the items selected (250 words maximum):

Time Held in Colour engages local residents, regional audiences within Algoma, and tourists visiting Sault Ste. Marie during the summer.

Local audiences include families, students, colleagues, and community members. As a teacher with strong ties to the community, I can actively encourage attendance and foster engagement with contemporary visual art, creating opportunities for intergenerational participation. Regional audiences from surrounding Algoma communities will benefit from exposure to a professional, large-scale body of work created within Northern Ontario, highlighting the region ' s cultural vitality.

Tourists visiting during peak summer months will find the exhibition an accessible arts-based destination that complements other local cultural and recreational experiences. By presenting work during this period, the exhibition supports cultural tourism, encourages exploration of local institutions, and contributes to the city ' s economic and cultural life.

The project also engages audiences through outreach and personal invitations, strengthening connections between artists, community members, and families while fostering appreciation and participation in contemporary visual art in Sault Ste. Marie.

iii. Please describe any specific audiences that are intended to be reached with the activity, project or event (150 words maximum):

Time Held in Colour engages local residents, regional visitors within Algoma, and tourists during the summer. Local audiences include families, students, colleagues, and community members. As a teacher with strong community ties, I can encourage attendance and foster intergenerational engagement with contemporary visual art.

Regional audiences will benefit from exposure to professional, large-scale work created in Northern Ontario, highlighting the region ' s cultural vitality. Tourists visiting during peak summer months will find the exhibition an accessible arts-based destination, complementing other local cultural and recreational experiences. The project strengthens connections between artists, institutions, and the broader Sault Ste. Marie community.

iv. How will the activity, project or event be promoted? Please describe and include any links to social media accounts or relevant websites or organizations (maximum 250 words):

Time Held in Colour will be promoted through personal invitations, social media, and the museum ' s outreach channels. I will invite families, colleagues, students, and community members to attend, encouraging engagement with contemporary visual art. Updates and previews of the work will be shared on my Instagram [insert link], giving audiences a visual introduction to the exhibition.

The Sault Ste. Marie Museum will also promote the exhibition through its social media platforms, reaching regular museum-goers and summer visitors. The curator has assured additional local media coverage, which will help broaden awareness among residents, regional audiences, and tourists.

These combined efforts will support strong attendance, increase public engagement with contemporary painting, and highlight the professional work of a practicing Northern Ontario artist.

v. What age does the activity, project, or event look to reach? (Select all that apply):

- [x] 0-18
- [x] 19-34
- [x] 35-59
- [x] 60-75
- [ ] 76+

vi. What is the estimated attendance or viewership of the activity, project and/or event?

- [ ] 1-50
- [ ] 51-100
- [ ] 101-250
- [x] 251-500
- [ ] 501-1,000
- [ ] 1,001-2,500
- [ ] 2,501+

vii. What is the estimated number of participants directly involved in the implementation/execution of the proposed activity, project and/or event (including staff, volunteers, participating artists, etc.)?

☑ 1-10	☐ 26-50
☐ 11-25	☐ 51+

viii. Please provide a brief description of participant composition (maximum 150 words):

The exhibition will be primarily executed by the artist, with support from a small number of collaborators. This includes the curator William Hollingshead for guidance on installation and exhibition logistics, and a professional photographer to document the completed work. Museum staff will assist with visitor services, installation, and promotion as part of their regular duties.

If a musical guest is incorporated into the opening reception, this will involve one additional professional. Overall, the project relies on a small, focused team of dedicated professionals and staff to ensure high-quality presentation and community engagement, while the bulk of creative development and execution is managed by the artist.

Section 5: Existing In-kind & Previous Funding

Applicants who are requesting **any** other type of financial or in-kind assistance from the City (all departments) as part of their activity, project and/or event must ensure that it is included in the ACAP Application Budget Template.

i. Has the applicant received ACAP funding or any other City of Sault Ste. Marie municipal cultural financial assistance in the past?

☐ Yes ☑ No

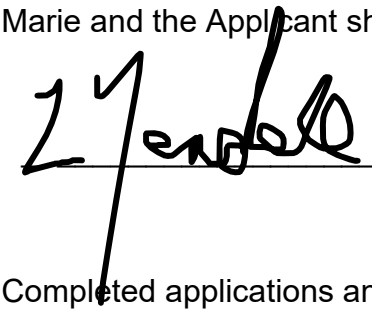
Section 6: Project, Activity/Event Budget

i. Please download, complete, and attach a copy of the ACAP Application Budget Template.

Please show how ACAP funding will be used if the Applicant's request is approved. Please include all cost categories, both eligible and ineligible, for each of the components/items of the activity, project and/or event, all expected funding sources and type of funding (grant, in- kind, cash, etc.).

Section 7: Authorization

I, Liane (Chrissy) Yendell (Name of Artist Applicant) attest that all information contained in this application, agree to fulfill the responsibilities for all activity, project and/or event deliverables contained therein and/or agreed to by the Cultural Vitality Committee and the City of Sault Ste. Marie. This application will act as a contract between the City of Sault Ste. Marie and the Applicant should the application be successful.



_____Signature March 27, 2026 _____Date

Completed applications and supporting documentation may be submitted by email to:

a.moore@cityssm.on.ca
Subject Line: Cultural Financial Assistance Application – Attention: Arts and Culture Lead

Completed applications may be submitted by mail or in person to:

Community Development and Enterprise Services
Attention: Arts and Culture Lead
99 Foster Drive
Civic Centre
Sault Ste. Marie, ON
P6A 5X6

Cost Category (Types of Expenses for Project) - Add/delete rows as needed	Eligible Project Costs (Refer to ACAP Guidelines for Details)	Ineligible Project Costs (Refer to ACAP Guidelines for Details)	Funding Source (ACAP, Cash, Other Gov. Funders, Sponsors, etc.)	Funding Type (Grant, Cash, In-kind, etc.)	Quotes/Estimates (Links where applicable)
Operational Costs					
Framing	$1,650				
Musical Guest Honorarium	$400				
Opening Reception Refreshments	$300				
Materials & Supplies Costs					
Promotional Materials	$250				
Installation Supplies	$199				
Canvas			$1200 self funded		
Paint			$1000 self funded		
Brushes			$75 self funded		
Equipment Costs					
Artist Fees					
Other Costs					
	Total $2999		Total $2275	Final $5274	
Total Costs	$ 4,149.65	$ 0.00			
Total Project Costs:	$ 4,149.65				

Application Project Plan Template

Name of Applicant: Liane Yendell

Intake/Date: Chrissy Yendell

Page 1 **of**

Activity	Start Date of Activity (M/Y)	End Date of Activity (M/Y)	Description/ Notes
Studio in progress/ painting a new body of work.	12/2025	Ongoing	Body of work to be completed for August 17th, 26 for a public exhibition at SSM Museum
Collecting Quotes for Framing as work finalizes	03/2026	Early August 2026	Framing to be ordered/delivered and installed on each canvas by early August
Media coverage by the Museum Curator	First or second week in August	Same week	Sootoday, Sault Star, Sault this week, CBC radio along with the normal socials used by the Museum
Social advertising by the Artist	March 2026	August 2026	I am posting portions of the art on going as it progresses in the studio on my socials, Facebook, instagram, tiktock
Confirming confirmation of musical guest	July 2026	August 2026	I will be confirming musical guest in early July to preform for the opening tentatively scheduled for Aug 22, 2026
Installation of the art work in the Museum	August 16th , 2026	August 16th, 2026	Installation for the show will be completed Aug 16th 2026
Opening night/ meet the artist	Aug 22,20226 tentatively	Aug 22, 2026	There will be a VIP hour for special guests then open to the public for two additional hours
Bar and food to be provided by Broers/Jansen Wine Bar	Aug 22, 2026	Aug 22, 2026	Quotes on food tbd provided by Broers/Jansen they provide the bar free of charge for local events
Work to be removed from Museum/ end of show	Sept 5, 2026	Sept 5, 2026	Completion of show.

CHRISSY YENDELL - ARTIST C.V.

[redacted]

EDUCATION

Bachelor of Education, Lakehead University, 2010
Fine Arts Degree, Laurentian University, Algoma Campus, 2008
Early Childhood Education (ECE), George Brown College, 2004–2006
Graphic Design & Visual Arts Fundamentals, George Brown College, 2000–2002

SOLO EXHIBITIONS

2026 – Museum of Sault Ste. Marie, ON *(upcoming, self-funded)*
2014 – Timberland Museum, Blind River, ON
2013 – Case's Music, Sault Ste. Marie, ON
2012 – Steamy Bean Coffee House, Sault Ste. Marie, ON
2011 – Cafe Natura, Sault Ste. Marie, ON
2010 – Jade Yoga Studio, Sault Ste. Marie, ON
2008 – Loplops Gallery and Lounge, Sault Ste. Marie, ON

GROUP EXHIBITIONS

2013 — Sears Women's Charity Event, Station Mall, Sault Ste. Marie, ON
2010 — Buskerfest Street festival - live street painting/ work actioned as donation for festival charity Sault Ste. Marie, ON
2009 –- Dual Exhibit with Allison Huot, Loplops Gallery & Lounge, Sault Ste. Marie, ON
2008 — Queens Walk Rotarty fest Group Exhibition, Sault Ste. Marie, ON
2008 –- Fine Arts Thesis Exhibit, Art Gallery of Algoma, Sault Ste. Marie, ON

PRESS AND MEDIA

Featured in **SooToday** and **Sault Star** over multiple years for exhibitions and community engagement.
Confirmed coverage for 2026 solo exhibition at the Museum of Sault Ste. Marie by multiple local and regional media outlets, arranged by the curator.
Articulations - local Art Magazine coverage for my Solo show in 2008

PROFESSIONAL HIGHLIGHTS

Longstanding presence in Sault Ste. Marie arts community with multiple solo exhibitions from 2008–2014.
Recent return to large-scale painting culminates in upcoming 2026 solo exhibition at our local Sault Ste. Marie Museum.
Fine Art Degree from Algoma University 2008
Background in graphic design and visual arts fundamentals enhances studio practice, exhibition presentation, and professional documentation.

CHRISSY YENDELL - BIO

Chrissy Yendell is a working contemporty abstract expressionist painter based in Sault Ste. Marie, ON Whose work explores the female experience, the passage of time, and the interplay between portraiture and colour fields. Born into a family of artists and creatives, she was inspired early by her cousin, Madonna Aeschlimann, a multiple-time OAC funding recipient, her aunt Anne Pichette, a beautiful visual and textile artist, Aunt Valerie Andress a landscape painter and her Uncle Wayne Pichette, a concert pianist and published children's author. Along with her mother and father Pat and Lee Pichette whom are also both talented wood workers.

Her parents nurtured her early exposure to art, bringing her from the small town of Elliot Lake, ON where she was born to Toronto on visits to experience exhibitions at the Art Gallery of Ontario and the Royal Ontario Museum. These formative experiences, along with the strong women in her family and the landscapes of the Great Lakes region, continue to shape her studio practice.

After completing a Fine Arts degree at Laurentian University (Algoma University Campus) in 2008 and a Bachelor of Education from Lakehead University in 2010, Chrissy exhibited widely in Sault Ste. Marie. Taking a pause from public exhibitions while she raised three children and grew her career as an elementary teacher. She has recently returned to large-scale painting, culminating in an upcoming solo exhibition at the Museum of Sault Ste. Marie in August 2026.

Sault Ste. Marie Museum

Sault Ste. Marie & 49th Field Regiment RCA Historical Society

To whom it may concern,

I am writing this letter of support for Chrissy Yendell's Solo Art Exhibition. The Sault Ste. Marie Museum is honored to be a support to our arts and cultural community of our city. The Sault Ste. Marie Museum has begun to host an increased number of arts and cultural programming, providing a much-needed cultural hub.

Chrissy was born in the Algoma region and is a graduate from the Algoma University Visual Arts Program. Chrissy's work will be presented as a solo exhibition at the Sault Ste. Marie Museum in August of 2026. Her body of work is cohesive and presents at a high-quality level. This show will allow a professional representation of quality art to be shown in Sault Ste. Marie, enhancing and pushing forward the importance of arts and culture and allowing for an increase in visitation to the Museum.

It is with pleasure, that I highly recommend Chrissy for funding allocation to ensure that the show can reach its full potential.

Sincerely,

William Hollingshead

Executive Director & Chief Curator

Sault Ste. Marie Museum

william@saultmuseum.ca

YOUR ORDER



60 × 48" Floater Frame - Black - 1.5" depth — CA$ 808.00



36 × 48" Floater Frame - Black - 1.5" depth — CA$ 810.00



24 × 36" Floater Frame - Black - 1.5" depth — CA$ 690.00



12 × 24" Floater Frame - Black - 1.5" depth — CA$ 219.00

Coupon code

APPLY

SUBTOTAL	CA$ 2 527.00
TAX	CA$ 0.00
TOTAL	**CA$ 2 527.00**

Early intake submission deadline: **Last Friday in October** of each calendar year by 4:30pm EST

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- ACAP Application Budget Template
- Quote documents for small capital/equipment purchases and/or print materials (if applicable)

Section 1: Artist Information

i. Artist Formal Name:
Eli Russell & The River Fools

ii. Artist Practicing Name:
Eli Russell & The River Fools

iii. Artist Mailing Address and Postal Code:

iv. Artist Contact Information (Phone Number, Email Address):
Courtney McDonald,

v. Please provide an artist's statement or general statement about your work (maximum 500 words):

Eli Russell & The River Fools create original music deeply connected to the economic realities, cultural identity, and lived experiences of Sault Ste. Marie. Even our band name is inspired by the city — a reflection of how central the Soo is to our creative identity. We draw from the people, histories, and challenges that shape life here, using our songs to reflect those stories back to the community. Through this work, we help preserve local narratives, strengthen civic identity, and make the arts more accessible and relevant to residents.

Preserving and Amplifying Local Identity

Our songwriting begins with the everyday experiences of people who live and work in the Soo. Our song "Soo's Last Roofer" captures the life of a once-hopeful working man who sacrifices his dreams for survival. It deep-dives into the lives that some folks have to go through in a small local town, highlighting the tension between aspiration and necessity that many in Sault Ste. Marie understand intimately.

Our song "Chippewa" explores another side of the community's story, painting a darker, surreal picture of someone caught in addiction, danger, and inner turmoil. It also acknowledges the hardship Indigenous people have faced historically and continue to face today. By addressing these themes directly, we honour both the resilience and the struggles present in our community and create space for reflection, empathy, and conversation.

Encouraging Community Engagement

Because our music is grounded in real local experiences, audiences often feel personally connected to it. People hear their own stories — or those of their families and neighbours — reflected in our lyrics. This sense of recognition builds pride and

vi. Please indicate the artist's discipline of focus:
Visual arts, performing arts, media arts, literary arts, multi & interdisciplinary arts, heritage arts, public art, other, and description (maximum 50 words):

Eli Russell & The River Fools are a musical band in the Performing Arts/Audio Arts realm. This recording project would also fall into the Media Arts or Multi-Disciplinary Arts categories.

Section 2: Type of Grant & Funding Amount Request

Applicants may choose one grant stream that best supports their project needs and objectives. **Please refer to the ACAP Guidelines.**

Please select only one:

Small Project Grant ☑

Cultural Diversity Grant ☐

ACAP Request Amount ($) 2999

Section 3: Description of Activities, Projects and Events

Please download, complete and include as an attachment the completed ACAP Application Project Plan Template for the proposed activity, project and/or event.

i. Project Name or Working Title:
Eli Russell & The River Fools Debut Recording Project

ii. Activity/Project and/or Event **Start Date:**
March, 2026

iii. Activity/Project and/or Event **End Date:**
March, 2027

iv. Activity/Project and/or Event Location -
(Physical address or for virtual projects/programming/events please include links to websites, social media etc. where programming will take place/be present, maximum 50 words):

The production phase and album release will occur at The Algoma Conservatory of Music in the music production space of the organization - 'The Loft'.

v. Please describe the proposed activity, project, and any relevant goals or objectives (maximum 750 words)

This project will encompass the complete process of recording, producing, and releasing a full-length album that reflects the cultural identity and lived experiences of Sault Ste. Marie. The work will be carried out locally wherever possible, ensuring that the project directly supports the city's creative economy while producing a high-quality cultural artifact rooted in the stories of the community. The project begins with pre-production, where the band finalizes song arrangements, refines lyrics, and prepares the material for studio recording. Rehearsals will ensure tight performances and efficient use of studio time, while meetings with the recording engineer will establish the artistic direction, technical needs, and overall sound of the album.

Recording will take place in a local studio, supporting Sault Ste. Marie's audio professionals and keeping the creative process grounded in the same environment that inspires the music. This phase includes tracking drums, bass, guitars, vocals, harmonies, and additional instrumental layers, followed by editing and comping to prepare the material for mixing. Mixing and mastering will also be completed locally whenever possible, balancing levels, EQ, effects, and dynamics to create a polished, cohesive sound. Mastering will finalize the audio for streaming, radio, and physical formats, ensuring the album is consistent and professional across all listening environments. Keeping these stages local strengthens the region's media-arts ecosystem and reinforces the project's commitment to community-based creation.

Visual and promotional elements form another major component of the project. The band will collaborate with and commission local and regional artists to create album artwork, promotional graphics, photography, and merchandise designs. This includes cover art, posters, social media visuals, band photos, and branded items such as shirts, stickers, and prints. These collaborations provide paid opportunities for artists working in visual arts, graphic design, and photography, while also ensuring that the album's visual identity reflects the same local spirit as the music.

vi. How does this activity, project, or event support the current Community Culture Plan? Please select all community programs and impact priorities that the project supports.

☑ Complement and support existing City initiatives, plans and projects and contribute effectively to the development of arts, culture and heritage in Sault Ste. Marie

☑ Contribute to the economic and social diversity of Sault Ste. Marie through the development of arts, culture and heritage products and tourism

☑ Promote effective, meaningful, and equitable community engagement and consultation processes

☑ Provide mentorship and participatory opportunities for youth, diverse, and historically underrepresented groups in the community

☑ Increase organizational capacity and sustainability of local art organizations, collectives, and artists (including Applicants)

☑ Provide professional development opportunities for emerging and professional arts, culture, and heritage practitioners (including Applicants)

☑ Fosters community connections, partnerships and networks

☑ Provides opportunities for volunteerism

☑ Significantly contributes to the quality of life and sense of identity in Sault Ste. Marie

Please explain these selections (750 words maximum):
This recording project directly complements and supports existing City of Sault Ste. Marie initiatives by strengthening the local arts ecosystem, amplifying community identity, and contributing to the city's cultural, social, and economic development. The City's cultural plans emphasize supporting local creators, celebrating regional stories, and expanding cultural tourism—goals that align directly with this project. By recording an album rooted in the lived experiences, histories, and cultural realities of the Soo, we are creating a lasting artistic work that reflects the city's identity and contributes to its cultural heritage.

The project also supports economic and social diversity by generating new arts, culture, and heritage products that can be shared locally, regionally, and beyond. A professionally recorded album becomes a cultural asset that can attract visitors, stimulate interest in the city's creative scene, and contribute to cultural tourism. Through digital distribution, physical album production, and regional promotion, the project helps position Sault Ste. Marie as a place where meaningful, place-based art is created. This visibility encourages economic activity not only for musicians but also for visual artists, recording engineers, photographers, designers, venues, and local businesses.

Community engagement is central to the project. The themes in our music—working-class life, Indigenous experiences, local history, and the emotional landscape of the Soo—are drawn directly from community stories and lived realities. By reflecting these narratives, the project fosters meaningful dialogue and connection. The album release event, local media outreach, and ongoing social media engagement create accessible opportunities for residents to participate in the cultural life of the city. Our music, lyrics, and approach ensures that engagement is equitable and inclusive, welcoming people from diverse backgrounds and making space for voices that are often underrepresented.

The project also provides participatory opportunities for younger generations and diverse communities. Through collaboration with local artists, behind-the-scenes content, and

vii. What are the benefits to audiences, participants, and/or the community of Sault Ste. Marie that are intended upon successful completion and implementation of this activity, project or event? (500 words maximum):

The successful completion of this recording project will bring meaningful cultural, social, and economic benefits to audiences, participants, and the wider community of Sault Ste. Marie. At its core, the project creates a lasting artistic work that reflects the lived experiences, histories, and cultural identity of the Soo. By capturing these stories in a professionally recorded album, the project provides residents with a cultural artifact they can take pride in—one that strengthens community identity and deepens the shared understanding of who we are as a city.

For audiences, the album offers accessible, relatable storytelling rooted in local realities. Listeners will hear their own experiences, neighbourhoods, and histories reflected in the music, fostering a sense of belonging and cultural recognition. The album release event and related performances will create opportunities for community gathering, celebration, and connection, enriching the cultural life of the city and offering residents meaningful shared experiences.

Participants—including collaborating artists, recording engineers, photographers, designers, and local businesses—benefit through paid creative work, professional development, and expanded visibility. By intentionally commissioning local talent for artwork, photography, and promotional materials, the project strengthens the capacity

viii. If ACAP funding for this activity, project, or event is approved, please describe what the applicant considers to be successful implementation of the project. How will success be measured (maximum 250 words):

Success for this recording project will be measured through a combination of artistic quality, community engagement, professional growth, and cultural impact. One key indicator will be the completion of a professionally recorded, mixed, and mastered album that accurately reflects the stories, identity, and lived experiences of Sault Ste. Marie. The strength of the final recordings, along with the creation of high-quality artwork, photography, and promotional materials, will demonstrate successful artistic execution.

Community engagement will be measured through attendance at the local album-release event, audience response during performances, and interactions across social media platforms. Feedback from residents—especially youth, Indigenous community members, and underrepresented groups—will help assess how effectively the project resonated with the community and reflected diverse experiences.

Digital analytics will also play a role in evaluating success. Album purchases, streaming numbers, downloads, playlist placements, and listener demographics will indicate the project's reach both within and beyond the Soo. Media coverage from local and

Section 4: Marketing

i. What audiences do the proposed activity, project and/or event look to reach?

Select all that apply:

- [x] Local (within the Municipality)
- [x] Regional (within Algoma)
- [x] Tourism (those who will travel)
- [x] Other (Please describe)

ii. Please describe the items selected (250 words maximum):

This project is designed to reach audiences at multiple levels—local, regional, and beyond—by combining community-based engagement with broad digital and media outreach. Locally, the project will connect directly with residents through the album-release event in Sault Ste. Marie, live performances, collaborations with local artists, and coverage through community radio, newspapers, and social media channels. The lyrics, musical production, and the recorded product will naturally resonate with local listeners and encourage strong community participation.

Tourism audiences will be reached through the visibility generated by the album's release and promotion. As the project highlights the unique stories, landscapes, and cultural character of Sault Ste. Marie, it contributes to the city's cultural tourism appeal. Visitors who encounter the music through local venues, merchandise, or media coverage gain a deeper sense of place and connection to the region.

Regional audiences across Algoma will be engaged through targeted outreach to neighbouring communities, regional media outlets, and performance opportunities. By sharing the album's themes—working-class life, Indigenous experiences, and Northern

iii. Please describe any specific audiences that are intended to be reached with the activity, project or event (150 words maximum):

The intended audiences for this project include a wide cross-section of Sault Ste. Marie residents, particularly those who see their own stories reflected in the themes of working-class life, Indigenous experiences, and Northern identity. Local music supporters, cultural participants, and community members of all ages form the core audience, along with youth and emerging artists who may be inspired by the project's creative process. The album also aims to reach regional listeners across Algoma through media outreach, performances, and cultural partnerships.
Tourism audiences—visitors seeking authentic Northern Ontario experiences—will encounter the music through local venues, merchandise, and digital platforms that highlight the cultural character of the Soo. Beyond the region, the project targets broader audiences through streaming services, social media, and regional media coverage, helping introduce new listeners to the artistic identity and cultural stories of

iv. How will the activity, project or event be promoted? Please describe and include any links to social media accounts or relevant websites or organizations (maximum 250 words):

Promotion for this project will take place across a wide range of arts, culture, music, and media channels in Sault Ste. Marie to ensure strong local and regional visibility.

The project will be promoted through our personal social media accounts on Eli Russell & The River Fools' Facebook (https://www.facebook.com/EliRussellandTheRiverFools), and Instagram (https://www.instagram.com/elirussell_riverfools?igsh=dXU0d3o0ZHNlcTRy) accounts. Other local arts and music social media accounts will also be engaged, including 'Support Local Sault Ste. Marie and Area', and 'Musicians Wanted (Sault Ste. Marie, ON)'.

Local and regional media outlets will play a major role, including SooToday, SooSpaces, Sault This Week, The Sault Star, Village Media, Q104, YES FM, Rock 101, and CBC Northern Ontario. These outlets will be engaged through press releases, interviews, event listings, and feature stories.

Social media promotion will target local Facebook groups, Instagram pages, and community networks that highlight arts, culture, and live music.

v. What age does the activity, project, or event look to reach? (Select all that apply):

- [x] 0-18
- [x] 19-34
- [x] 35-59
- [x] 60-75
- [x] 76+

vi. What is the estimated attendance or viewership of the activity, project and/or event?

- [ ] 1-50
- [ ] 51-100
- [ ] 101-250
- [ ] 251-500
- [ ] 501-1,000
- [ ] 1,001-2,500
- [x] 2,501+

vii. What is the estimated number of participants directly involved in the implementation/execution of the proposed activity, project and/or event (including staff, volunteers, participating artists, etc.)?

☐ 1-10	☐ 26-50
☑ 11-25	☐ 51+

viii. Please provide a brief description of participant composition (maximum 150 words):
The project involves a collaborative team of creative and technical participants. The core group consists of the four band members of Eli Russell & The River Fools, who lead songwriting, performance, and artistic direction. A local recording and mixing engineer will oversee all studio tracking and production, while a dedicated mastering engineer will finalize the album for release. A videographer/photographer/graphic designer will create visual assets, including album artwork, promotional materials, and photography. For the album-launch event, a professional sound engineer will manage live audio, supported by a volunteer assisting with merchandise sales. The launch will also feature an opening musical act from the local community, providing performance opportunities for emerging artists. Additional peripheral participants include studio assistants, printing and manufacturing partners for physical albums and merchandise,

Section 5: Existing In-kind & Previous Funding

Applicants who are requesting **any** other type of financial or in-kind assistance from the City (all departments) as part of their activity, project and/or event must ensure that it is included in the ACAP Application Budget Template.

i. Has the applicant received ACAP funding or any other City of Sault Ste. Marie municipal cultural financial assistance in the past?

☐ Yes ☑ No

Section 6: Project, Activity/Event Budget

i. Please download, complete, and attach a copy of the ACAP Application Budget Template.

Please show how ACAP funding will be used if the Applicant's request is approved. Please include all cost categories, both eligible and ineligible, for each of the components/items of the activity, project and/or event, all expected funding sources and type of funding (grant, in- kind, cash, etc.).

Section 7: Authorization

I, Courtney McDonald (Name of Artist Applicant) attest that all information contained in this application, agree to fulfill the responsibilities for all activity, project and/or event deliverables contained therein and/or agreed to by the Cultural Vitality Committee and the City of Sault Ste. Marie. This application will act as a contract between the City of Sault Ste. Marie and the Applicant should the application be successful.



_____Signature March 24, 2026 _____Date

Completed applications and supporting documentation may be submitted by email to:

a.moore@cityssm.on.ca
Subject Line: Cultural Financial Assistance Application – Attention: Arts and Culture Lead

Completed applications may be submitted by mail or in person to:

Community Development and Enterprise Services
Attention: Arts and Culture Lead
99 Foster Drive
Civic Centre
Sault Ste. Marie, ON
P6A 5X6

Cost Category (Types of Expenses for Project) - Add/delete rows as needed	Eligible Project Costs (Refer to ACAP Guidelines for Details)	Ineligible Project Costs (Refer to ACAP Guidelines for Details)	Funding Source (ACAP, Cash, Other Gov. Funders, Sponsors, etc.)	Funding Type (Grant, Cash, In-kind, etc.)	Quotes/Estimates (Links where applicable)
Operational Costs					
Recording & Mixing	$6,000.00		ACAP ($2,999)	Grant/Cash	@ The Loft - $100/hr x approx 60 hrs
Mastering	$1,500.00		Self	Cash	https://www. acquerchanne .com/?gad source=1&gad campa gn d=192
Digital Distribution	$16.94		Self	Cash	CD Baby - https://cdbaby.com/cd-baby-cost/?
Venue rental	$2,000.00		Self	Cash	The Loft - https:// a.gomaconservatory.com/the- oft
Materials & Supplies Costs					
Album Artwork and promo artwork	$500.00		Self	Cash	Max Ambeau t - oca art st
Album Manufacturin	$1,242.99		Self	Cash	https://vinylp
Merchandise - stickers and t-shirts	$1,115.54		Self	Cash	Men's TreeBlend Classic T-Shirt - SK
Equipment Costs					
N/A					
Artist Fees					
N/A					
Other Costs					
Total Costs	$12,375.47	$ 0.00	$12,375.47		
Total Project Costs:					

Application Project Plan Template

Name of Applicant: Eli Russell & The River Fools

Intake/Date: Eli Russell & The River Fools

Page 1 **of**

Activity	Start Date of Activity (M/Y)	End Date of Activity (M/Y)	Description/ Notes
Pre-Production: Song Selection and Finalization	April, 2026	April, 2026	Choose the songs for the album, refine arrangements, and determine instrumentation.
Pre-Production: Rehearsals	April, 2026	May. 2026	Full-band rehearsals to tighten performance and prepare for efficient studio time.
Pre-Production: Demo Recording	May, 2026	May, 2026	Create rough demos to guide production decisions and share with the engineer.
Pre-Production: Production Planning	April, 2026	April, 2026	Meet with the recording engineer to discuss direction, recording schedule, and technical needs.
Studio Recording: Tracking Rhythm Section	May, 2026	June, 2026	Record drums, bass, and rhythm instruments as the foundation of each song.
Studio Recording: Lead Instruments and Vocals	June, 2026	August, 2026	Track guitars, keys, lead vocals, and other primary elements.
Studio Recording: Additional Layers	September, 2026	October, 2026	Add harmonies, auxiliary instruments, textures, and creative sound elements.
Studio Recording: Editing	November, 2026	December, 2026	Select the best takes, tighten timing, tune vocals if needed, and prepare tracks for mixing.
Mixing: Mixing Sessions	November, 2026	December, 2026	Balance levels, EQ, compression, effects, and stereo placement.

Application Project Plan Template

Name of Applicant: Courtney McDonald,

Intake/Date: Eli Russell & The River

Page[2] **of** Eli Rus

Activity	Start Date of Activity (M/Y)	End Date of Activity (M/Y)	Description/ Notes
Mixing: Review and Revisions	January, 2027	January, 2026	Listen critically, gather band feedback, and request adjustments.
Mastering the Album	January 2027	February, 2027	Final audio polishing, and preparing tracks for streaming, radio, and physical formats.
Quality Control	February, 2027	February, 2027	Reviewing on multiple systems to ensure consistency.
Visual and Creative Assets: Album Artwork	December, 2026	January, 2027	Commission cover art, liner notes, and visual branding.
Visual and Creative Assets: Photography and Promo materials	May, 2026	January, 2027	Capture band photos, behind-the-scenes content/video, and visuals for marketing.
Distribution & Release: Planning	December, 2026	January, 2027	Plan single releases, teasers, social media content, and community engagement.
Distribution & Release: Digital production	February, 2027	February, 2027	Upload the mastered album to streaming platforms (Spotify, Apple Music, etc.).
Distribution & Release: Physical production	January, 2027	February, 2027	Produce vinyl and merch to accompany the release.
Community Engagement & Promotion: Launch	February, 2027	March, 2027	Host a local album-release show to celebrate with the community. Invite collaborators.

Eli Russell & The River Fools

Arts & Culture Assistance Program Application
Support Material

March 24, 2026

Corporation of the City of Sault Ste. Marie
Community Development and Enterprise Services
99 Foster Drive
Sault Ste. Marie, ON P6A 5X6
c/o Arts and Culture Lead

Arts & Culture Assistance Program Application for Eli Russell & The River Fools Debut Recording Project

To whomever it may concern,

Thank you in advance for reviewing our application package in consideration for the Small Project Grant available through the Arts & Culture Assistance Program.

Please find below details of individual member experience in managing projects of a similar nature.

Prior Project Experience

- Odd Man Out recorded album productions:
  - '*Quadranium*' (2024), '*Wake* Up' (2019), and '*Over The* Ocean' (2017) LP productions.
    - These projects involved an internationally collaborative approach to complete from project inception to finished product.
      - Project partners were located in Sault Ste. Marie, South Korea, and Brazil.
    - Deliverables included: Sound recording and mixing, sound mastering, album manufacturing, album artwork commissioning, album release event production, and promotion.
    - Visit Music | Odd Man Out for a great listening experience and for quality assessment of the project.
    - Artist Representation:
      - Odd Man Out / Artists | MorningStar Records
    - Media releases:
      - Odd Man Out keeps things moving | Sault Star
      - VIDEO: Sault band lays down a track from home, and from Korea - Sault Ste. Marie News
      - Odd Man Out throws a party - Sault Ste. Marie News

- Eli Russell album and single recordings:
  - '*The Late Great Eli Russell*' (2023) EP production
  - Visit Spotify: The Late Great Eli Russell - Album by Eli Russell | Spotify



        - Deliverables included: Songwriting, sound recording and mixing, sound mastering, album manufacturing, album artwork commissioning, album release event production, and promotion.

- Independent Music Production training and album production at Seneca College:
    - '*IMP 9*' (2008)
        - Deliverables included: Songwriting, collaborative musical arrangement, sound recording and mixing, sound mastering, album manufacturing, album artwork creation, album release event production, and promotion.

Financial Accountability and Oversight

I personally am employed by the Provincial government and have over ten years experience in managing multi-million-dollar government agreements with service providers, including expertise and oversight in legislative and legal accountability, budget forecasting, expenditure tracking, and financial reconciliation. I believe this places both myself, and the other members of Eli Russell & The River Fools in excellent position to manage the contractual obligations and deliverables necessary should we be a recipient of the Small Project Grant.

Should you have any questions, please do not hesitate to contact me via email at [redacted]

Thank you for your time and consideration.

Kind regards,

[redacted]



ELI RUSSELL & THE RIVER FOOLS

CONTACT

Eli Russell

[redacted]

[redacted]

[redacted]

www.facebook.com/EliRussellandTheRiverFools

https://www.instagram.com/elirussell_riverfools

ABOUT ELI RUSSEL & THE RIVER FOOLS

Hailing from the rugged wilds of Northern Ontario, Eli Russell & The River Fools craft indie folk-rock songs with the same unpredictable energy as the northern weather.

Their music rolls like a storm front slow-building, heavy-hearted, then suddenly roaring and wild enough to rattle the treetops. With harmonies that feel like late-night campfires, and melodies shaped by endless lakes, tall pines, and wide-open sky, they write songs for anyone who's ever felt the pull of the natural world or the warmth of friends gathered close.

Eli's voice carries the grit of long drives, rough hands, and stories told under a sky too big to tame. His intimate and thoughtful lyricism carries that Northern-Ontario edge poetic, but with a bit of danger in its bones. These are songs for people who know the North isn't just beautiful it's unforgiving, magnetic, and alive.

Eli Russell & The River Fools don't just play music; they bottle the North and let it loose onstage.

NOTABLE PERFORMANCES

- Sault Ste, Marie Rotaryfest
- Wawa Music Festival
- Northern Vibe Festival
- Sault Ste. Marie Beerfest

EXPERIENCE

Rooted in diverse musical traditions and formal training, the band brings the weight of over 20 years of individual gigging experience to its work. Members have performed extensively across Ontario in venues and festivals of every scale, shaping a sound informed by time on the road and live performance experience. Their practice extends beyond performance into professional sound recording and strategic promotion, reflecting a disciplined, career-focused approach to artistic development, audience growth, and long-term sustainability.

IMPACT

Eli Russell & The River Fools create original music deeply connected to the economic realities, cultural identity, and lived experiences of Sault Ste. Marie. Even their band name is inspired by the city a reflection of how central the Soo is to their creative identity. Their music draws from the people, histories, and challenges that shape life, using songs to reflect those stories back to Northern Ontario communities and beyond.

Individual Artist Application Form
Arts & Culture Assistance Program
Corporation of the City of Sault Ste. Marie

Early intake submission deadline: **Last Friday in October** of each calendar year by 4:30pm EST

Late intake submission deadline: **Last Friday in March** of each calendar year by 4:30pm EST

Applications That are Incomplete or Missing Supporting Documentation Will Not be Accepted or Eligible for Review

In addition to this completed application, the following documents are to be formatted as described in the Application Process section of the ACAP Guidelines and submitted as attachments:

- Artist Curriculum Vitae/Resume/Biography
- Links to artist social media accounts or websites (if applicable)
- Documentation/support material of past projects that would show the Applicant's ability to successfully undertake and complete the proposed project
- ACAP Project Plan Template
- ACAP Application Budget Template
- Quote documents for small capital/equipment purchases and/or print materials (if applicable)

Section 1: Artist Information

i. Artist Formal Name:
Pamela Kallonen

ii. Artist Practicing Name:
Ela Kallonen

iii. Artist Mailing Address and Postal Code:

iv. Artist Contact Information (Phone Number, Email Address):

v. Please provide an artist's statement or general statement about your work (maximum 500 words):

I am a photographer passionate about the local music scene and its artists here in Sault Ste. Marie. I offer a variety of affordable services to musicians, including creative portraits, concert photography, and music videos. As both a music lover and an avid concertgoer, I understand the important role that live music events play in our community.

As an artist, I aim to use my skills to highlight and empower female musicians in our community. I strive to create spaces and events that bring people together, nights where we can celebrate, feel inspired, and have fun.

After photographing many shows in the Soo, I noticed a significant imbalance between male and female performers, despite knowing many talented women musicians in the area. This realization inspired me to create FemFest.

vi. Please indicate the artist's discipline of focus:
Visual arts, performing arts, media arts, literary arts, multi & interdisciplinary arts, heritage arts, public art, other, and description (maximum 50 words):

The primary discipline of focus for this project is performing arts, as the event centers around live musical performances showcasing Sault Ste. Marie's female artists.

There is also a strong media arts component, as photography and video will be captured throughout the event to document and promote the performers and the experience.

In addition, the event incorporates elements of public art by featuring local, women-owned businesses and vendors. These will include artists selling handmade goods, artwork, and a flash tattoo booth, contributing to an interactive and creative community environment.

Section 2: Type of Grant & Funding Amount Request

Applicants may choose one grant stream that best supports their project needs and objectives. **Please refer to the ACAP Guidelines.**

Please select only one:

Small Project Grant ☑

Cultural Diversity Grant ☐

ACAP Request Amount ($) $5,727.43

Section 3: Description of Activities, Projects and Events

Please download, complete and include as an attachment the completed ACAP Application Project Plan Template for the proposed activity, project and/or event.

i. Project Name or Working Title:
FemFest

ii. Activity/Project and/or Event **Start Date:**
June 19th or 20th 2026

iii. Activity/Project and/or Event **End Date:**
June 19th or 20th 2026 (this event will run from 7pm to 2 am)

iv. Activity/Project and/or Event Location -
(Physical address or for virtual projects/programming/events please include links to websites, social media etc. where programming will take place/be present, maximum 50 words):

Soo Blasters, 345 Queen St E, Sault Ste. Marie, CA P6A 1Z2

I have confirmed with Soo Blasters that they will be hosting this event.

https://sooblaster.com/

v. Please describe the proposed activity, project, and any relevant goals or objectives (maximum 750 words)

FemFest is a live music event dedicated to spotlighting local female talent by providing a stage and an engaged audience for their work. It offers an opportunity for women artists to challenge themselves, express their creativity, and connect with the community through performance.
The goal of the event is to create an inclusive and welcoming space that brings the community together in celebration of music. Through this event, we aim to inspire women to pursue their artistic passions while encouraging the broader community to actively support local arts and culture.
The evening will feature 5 to 8 live performances spanning a variety of musical styles. Performers include Miss Madii, Julianna Regan, Mal Isabel, and other emerging local artists.
Following the performances, an after-party will be held at Soo Blasters, featuring a female DJ playing music by well-known female artists. This portion of the event is designed to keep attendees engaged, dancing, and celebrating in a fun, high-energy environment.
FemFest will also highlight women-led businesses by offering booth space for local vendors. Participants include Muel's Goods, who will be creating custom event merchandise as well as selling their own products.
To commemorate the evening, a photo booth will be available for attendees. I have created photo booths for past events at The Tap Room and Outspoken. Guest will be provide printed photos and encouraged to share their experiences on social media, helping to promote both the event and its artists.
A key objective of FemFest is to establish it as an annual event. By building momentum and community interest, we aim to grow participation each year. Ultimately, the project seeks to enrich the local arts scene while uplifting and amplifying the voices and talents of women artist.
This event is for all ages, to inspire girls and young women to pursue the arts. As well as create a inclusive space for families.

vi. How does this activity, project, or event support the current Community Culture Plan? Please select all community programs and impact priorities that the project supports.

☑ Complement and support existing City initiatives, plans and projects and contribute effectively to the development of arts, culture and heritage in Sault Ste. Marie

☑ Contribute to the economic and social diversity of Sault Ste. Marie through the development of arts, culture and heritage products and tourism

☑ Promote effective, meaningful, and equitable community engagement and consultation processes

- [x] Provide mentorship and participatory opportunities for youth, diverse, and historically underrepresented groups in the community
- [x] Increase organizational capacity and sustainability of local art organizations, collectives, and artists (including Applicants)
- [x] Provide professional development opportunities for emerging and professional arts, culture, and heritage practitioners (including Applicants)
- [x] Fosters community connections, partnerships and networks
- [x] Provides opportunities for volunteerism
- [x] Significantly contributes to the quality of life and sense of identity in Sault Ste. Marie

Please explain these selections (750 words maximum):

FemFest supports and complements the City's existing initiatives, plans, and cultural development goals by creating a vibrant, community-focused arts event in downtown Sault Ste. Marie. By encouraging both residents and visitors from the greater Algoma region to attend.

The project contributes to the economic and social diversity of Sault Ste. Marie by showcasing local female musicians and partnering with women-owned businesses such as Muel's Goods, 3C Threads, and other local vendors. These businesses will have the opportunity to sell their products, promote their work, and connect with new audiences. By supporting both artists and entrepreneurs, FemFest strengthens the local creative economy and highlights the value of women-led initiatives.

FemFest promotes meaningful and inclusive community engagement by creating a safe, welcoming space that celebrates women in the arts. The event and space is designed to be accessible and engaging, offering attendees an opportunity to connect with local talent.

The event also provides mentorship and participatory opportunities for these female artist. With performers ranging in age from 21 to 30, FemFest fosters peer connection and collaboration. Artists are given the opportunity to gain performance experience, build confidence, and expand their networks, while also supporting and learning from one another.

FemFest also provides opportunities for volunteerism, with an estimated 6 volunteers supporting the event. This allows community members to actively engage with the arts while contributing to the success of a meaningful cultural initiative.

vii. What are the benefits to audiences, participants, and/or the community of Sault Ste. Marie that are intended upon successful completion and implementation of this activity, project or event? (500 words maximum):

FemFest offers meaningful cultural, social, and economic benefits to the Sault Ste. Marie community. For audiences, the event provides an opportunity to enjoy a fun, engaging night out where they can relax, connect with others, and experience high-quality live music.

The event also serves an educational purpose by highlighting the diversity of the local music scene by showcasing talented female artists who are often underrepresented.

For participating artists, FemFest provides valuable performance experience to help artists are able to build confidence, and expand their networks.

Local women-owned businesses benefit through increased visibility, direct sales opportunities, and the chance to connect with new customers.

viii. If ACAP funding for this activity, project, or event is approved, please describe what the applicant considers to be successful implementation of the project. How will success be measured (maximum 250 words):

Success of FemFest will be measured through a combination of attendance, community engagement, participant feedback, and online impressions.
A primary indicator of success will be audience turnout, with a target of approximately 150 attendees. Ticket sales will serve as a key quantitative measure.

Community feedback will also play an important role in evaluating the event. Attendees will be invited to share their experiences following the event, providing insight into areas of improvement. This feedback will help inform planning and growth for future iterations of FemFest.
Artists will be asked to reflect on their experience performing, including the quality of the audience and organization of the event.
Vendors will be asked to share their experiences as well, including customer engagement and sales outcomes.

Social media engagement will serve as another key metric of success. This will include tracking event promotion performance, audience interaction, shares, and post-event content reach.

Section 4: Marketing

i. What audiences do the proposed activity, project and/or event look to reach?

Select all that apply:

- [x] Local (within the Municipality)
- [x] Regional (within Algoma)
- [ ] Tourism (those who will travel)
- [ ] Other (Please describe)

ii. Please describe the items selected (250 words maximum):

FemFest is designed to reach both local and regional audiences.
At the local level the event is focused on engaging the Sault Ste. Marie community. It aims to attract residents who are interested in live music, supporting local talent, and participating in the arts.

At the regional level, FemFest will be promoted to surrounding communities to encourage attendance. By inviting people from across the Algoma region, the event helps draw visitors into Sault Ste. Marie for an evening of music, culture, and community connection.

iii. Please describe any specific audiences that are intended to be reached with the activity, project or event (150 words maximum):

A primary target audience is the local arts community, including musicians, visual artists, and creatives. Through existing connections with performers, vendors, and organizers, FemFest is able to reach an already engaged and arts-aligned audience. Another important audience includes women who are interested in performing or participating as vendors in the future. FemFest aims to inspire and encourage emerging artists and entrepreneurs by showcasing what is possible within the local arts scene.

In addition to these targeted groups, the event will also reach a broader general audience through local and regional advertising. This includes community members who may not be directly involved in the arts but are interested in live music, cultural events, and supporting local initiatives.

iv. How will the activity, project or event be promoted? Please describe and include any links to social media accounts or relevant websites or organizations (maximum 250 words):

The primary promotion for FemFest will be through social media, leveraging my experience as a Social Media Growth Manager over the past three years. We are creating visually engaging content, including professional photography of performers, performance reels, and behind-the-scenes videos to give audiences a preview of what to expect.

Collectively, between myself, performers, and vendors, we have an organic reach of approximately 10,000 followers on Instagram and Facebook, providing a strong base to promote the event. In addition to organic posts, targeted advertising will be purchased through Meta Ads to reach audiences across the Algoma region, supported by promotional videos on YouTube to expand visibility further.

Offline promotion will also be a key component. Posters will be displayed throughout Sault Ste. Marie at local businesses, including Second Hand World, Home Bake House, Rad Zone, and others,.

v. What age does the activity, project, or event look to reach? (Select all that apply):

- [x] 0-18
- [x] 19-34
- [x] 35-59
- [ ] 60-75
- [ ] 76+

vi. What is the estimated attendance or viewership of the activity, project and/or event?

- [ ] 1-50
- [ ] 51-100
- [x] 101-250
- [ ] 251-500
- [ ] 501-1,000
- [ ] 1,001-2,500
- [ ] 2,501+

vii. What is the estimated number of participants directly involved in the implementation/execution of the proposed activity, project and/or event (including staff, volunteers, participating artists, etc.)?

☐ 1-10	☐ 26-50
☑ 11-25	☐ 51+

viii. Please provide a brief description of participant composition (maximum 150 words):

- 2 positioned at the door, selling and receiving tickets.
- 1 at the photo booth, taking and printing photos.
- 1 MC to keep the night running on time, introduce the performers, and speak about FemFest's cause.
- 1 videographer to capture the night.
- 1 photographer to capture the night.

There will be 5 to 8 performers.
There will be 4 to 6 vendors.

Section 5: Existing In-kind & Previous Funding

Applicants who are requesting **any** other type of financial or in-kind assistance from the City (all departments) as part of their activity, project and/or event must ensure that it is included in the ACAP Application Budget Template.

i. Has the applicant received ACAP funding or any other City of Sault Ste. Marie municipal cultural financial assistance in the past?

☐ Yes ☑ No

Section 6: Project, Activity/Event Budget

i. Please download, complete, and attach a copy of the ACAP Application Budget Template.

Please show how ACAP funding will be used if the Applicant's request is approved. Please include all cost categories, both eligible and ineligible, for each of the components/items of the activity, project and/or event, all expected funding sources and type of funding (grant, in- kind, cash, etc.).

Section 7: Authorization

I, Pamela Kallonen (Name of Artist Applicant) attest that all information contained in this application, agree to fulfill the responsibilities for all activity, project and/or event deliverables contained therein and/or agreed to by the Cultural Vitality Committee and the City of Sault Ste. Marie. This application will act as a contract between the City of Sault Ste. Marie and the Applicant should the application be successful.



_____Signature March 26th 2026 _____Date

Completed applications and supporting documentation may be submitted by email to:

a.moore@cityssm.on.ca
Subject Line: Cultural Financial Assistance Application – Attention: Arts and Culture Lead

Completed applications may be submitted by mail or in person to:

Community Development and Enterprise Services
Attention: Arts and Culture Lead
99 Foster Drive
Civic Centre
Sault Ste. Marie, ON
P6A 5X6

Fill in the name of the cost expense in this column.	Fill in the quoted price here.	Fill in the quantity of the item here.	Add any shipping and/or handling costs here.	Auto-calculated based on Ontario tax rates. This may not be necessary for all items, so this can be removed in rows where needed.	DO NOT CHANGE: Auto-calculated.	Checkmark this box if a percentage of the costs is being routed to this grant.	Write in the percentage of the total cost of the item that is going to this grant here.	DO NOT CHANGE: Auto-calculated.	Checkmark this box if a percentage of the costs is being routed to this grant.	Write in the percentage of the total cost of the item that is going to this grant here.	DO NOT CHANGE: Auto-calculated.	Checkmark this box if a percentage of the costs is being routed to this grant.	Write in the percentage of the total cost of the item that is going to this grant here.	DO NOT CHANGE: Auto-calculated.	Checkmark this box if a percentage of the costs is being self-funded.	Write in the percentage of the total cost of the item that is going to be self-funded here.	DO NOT CHANGE: Auto-calculated.	DO NOT CHANGE: Auto-calculated. This shows amount of the total cost yet to be allocated to a funding stream.	DO NOT CHANGE: Auto-calculated. This column shows the percentage of the total item cost yet to be assigned to a funding stream.	Provide links to quotes and estimates for as many items as you can here.	Additional notes for context can go here.
Cost Category (Types of Expenses for Project) - Duplicate/delete rows as needed	Price	Quantity	S+H	Tax	Total Cost	Grant Stream Name 1	Percentage	Amount	Grant Stream Name 2	Percentage	Amount	Grant Stream Name 3	Percentage	Amount	Self-Funded	Percentage	Amount	Amount Remaining	Percentage Remaining	Quotes/Estimates (Links where applicable)	Notes
Operational Costs																					
Advertising - Meta	$510.00	1		$66.30	$576.30	☑	100.00%	$576.30	☐			☐			☐				0.00%	https://drive.google.com/file/d/1CjZwQ5hCRZCYEtlvSCSRQx1sd6rotwG/view?usp=sharing	Meta Ads for 30 days, Estimated Impressions: 87,267 - 162,283
Rental space - Boo Blasters	$750.00	1		$97.50	$847.50	☑	100.00%	$847.50	☐			☐			☐				0.00%	https://drive.google.com/file/d/1hEETYTdb7tSTBoYJQS7bU2QCD4HZ0Q72/view?usp=sharing	
Photo booth supplies	$593.52	1		$77.16	$670.68	☑	100.00%	$670.68	☐			☐			☐				0.00%	https://drive.google.com/drive/folders/1um-JUqc-GSaDeu7Rel_dpSCfdtcIMeRw?usp=share_link	There are inspiration photos for the backdrop in the folder as well as the quotes. To give you an idea of what I will be building.
Merch creation by Muel's Goods	$1,340.00	1		$174.20	$1,514.20	☑	100.00%	$1,514.20												https://drive.google.com/file/d/1wCIIX_xoO9WbNHwrtZYmMeeZJRaydnd/view?usp=sharing	
						☐			☐			☐			☐						
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						☐			☐			☐			☐						
Equipment Costs																					
Fuji XT5 Camera	$3,500.00	1		$455.00	$3,955.00	☐			☐			☐			☑			$3,955.00			
Lumix S5II Video Camera	$4,000.00	1		$520.00	$4,520.00	☐			☐			☐			☑			$4,520.00			
Canon Selphy Printer	$199.99	1		$26.00	$225.99	☐			☐			☐			☑			$225.99			
DJI Gimbal	$589.99	1		$89.70	$779.69	☐			☐			☐			☑			$779.69			
						☐			☐			☐			☐						
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						☐			☐			☐			☐						
						☐			☐			☐			☐						
Artist Fees																					
Seige Burch - Photographer	$825.00	1		$107.25	$932.25	☑	100.00%	$932.25	☐			☐			☐				0.00%	https://drive.google.com/file/d/1OeSFZLSSPbbY5HOFlx6Oopo88LHPNHf/view?usp=sharing	
Chris West - Videographer	$450.00	1		$58.50	$508.50	☑	100.00%	$508.50	☐			☐			☐				0.00%	https://drive.google.com/file/d/1sYCK2hR66CfDuUMP-X3rBHtNZD-hMvOv/view?usp=share_link	
Madi (Performer)	$100.00	1		$13.00	$113.00	☑	100.00%	$113.00	☐			☐			☐				0.00%		
Gabi (Performer)	$100.00	1		$13.00	$113.00	☑	100.00%	$113.00	☐			☐			☐				0.00%		
Julianna (Performer)	$100.00	1		$13.00	$113.00	☑	100.00%	$113.00	☐			☐			☐				0.00%		
Chole (Performer)	$100.00	1		$13.00	$113.00	☑	100.00%	$113.00	☐			☐			☐				0.00%		
Mel (Performer)	$100.00	1		$13.00	$113.00	☑	100.00%	$113.00	☐			☐			☐				0.00%		
Jesse or Beth (DJs)	$100.00	1		$13.00	$113.00	☑	100.00%	$113.00	☐			☐			☐				0.00%		
						☐			☐			☐			☐						
Other Costs																					
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Total	$15,208.11		
	Asking		Max Funding
Grant Stream Name 1	$5,727.43		
Grant Stream Name 2	$0.00		
Grant Stream Name 3	$0.00		
Self-Funded	$0.00		

Project Milestones/Activities	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Notes	
Finalize event location.	X										Finalize event location, date and time.	DONE
Finalize set list.	X										Confirm and finalize the set list. Lock in headlining artist, prepare a backup headliner. 4 to 8 artist.	
Creation of merch.		X									Start the creation of Merch.	
Finalize list of volunteers.			X								Looking for 5 to 6 volunteets to help run event, photobooth, tickets etc.	
Start creation for FemFest design and promo materials		X									I have started creating the graphic design for promotional posters and materials for event. Goal is to have this done by April 5th.	
Create FemFest socials		X									Create Facebook page, Instagram, TikTok, and Youtube.	
Shoot promotional photos and video of headliners for socials.		X									Art Directed to fit into the FemFest vibe and world. We will shoot promotional photos and video of a perfomers to share online. A great way to way hype for the event.	
Start online promotion.		X									Create social media camign across plateofrms to promote. Using Meta Ads, to Target our main audience. Goal to share content by April 8th.	
Poster distribution.		X									Print and distribute posters across the Downtown and in bars, music stores and business across the city. Goal to have posters by April 30th.	
Outreach to SooToday, Spaces and Facebook groups.		X									Share the news of the event. Request from SooToday and Spaces to share the event on their channels.	
Create photo booth for event.				X							Create Photo Booth for event, completed by June 1st, to give me time to promote the photobooth online.	
Finalize the creation of merch.				X							By June 10th, all merch should be created and ready to go. We will share the merch and how much it will cost online.	
FemFest is held.				X							June 19th or 20th, 2026	
Gather feedback from FemFest participants & public.				X							I will be reaching out to attendees, performers and vendors with google forms to collect feedback. The goal is to collect feedback to help us imrpvoe FemFest for next year. This will be done within a week of the show ending.	
Share FemFest highlights and express interest in hosting next year.					X	X	X	X	X	X	Photos, music and video will be collected and organized to be shared on social media. We will share throughout the year to keep hype and relevancy.	

June 20th 2026

$15

FEMFEST

Celebrating the Soo's female artists

Miss Madii

Gabi Dumas

Juliana Regan

Chloe Wyslocky

Mal Isabel

DJ AFTER PARTY
12:30 - 2AM

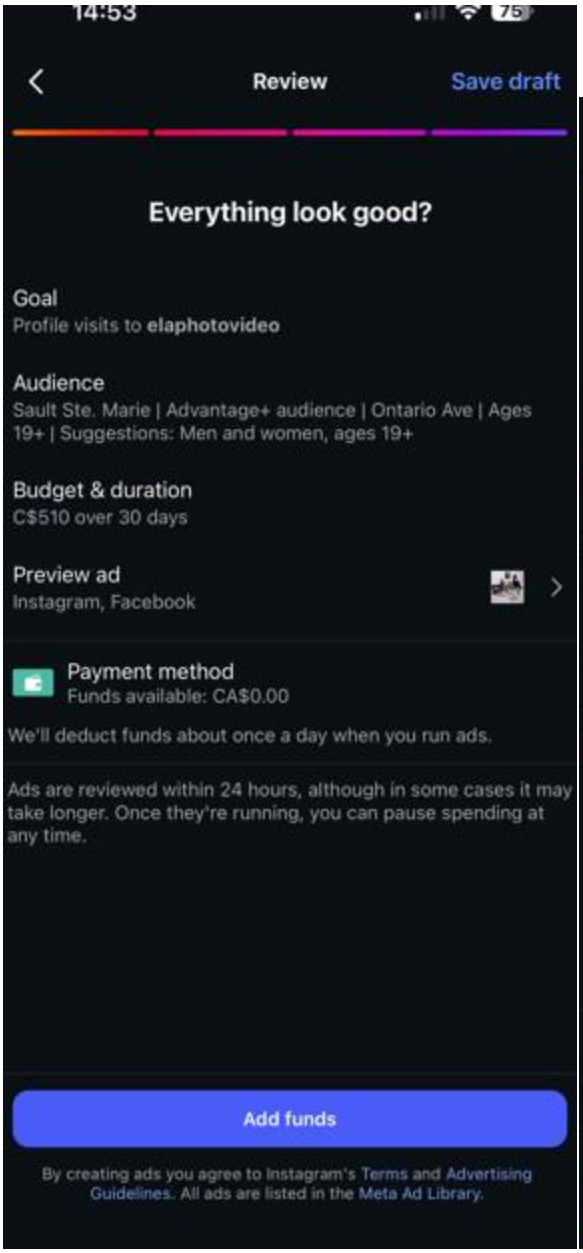
BLASTER
EAT DRINK PLAY
POWER HOUSE

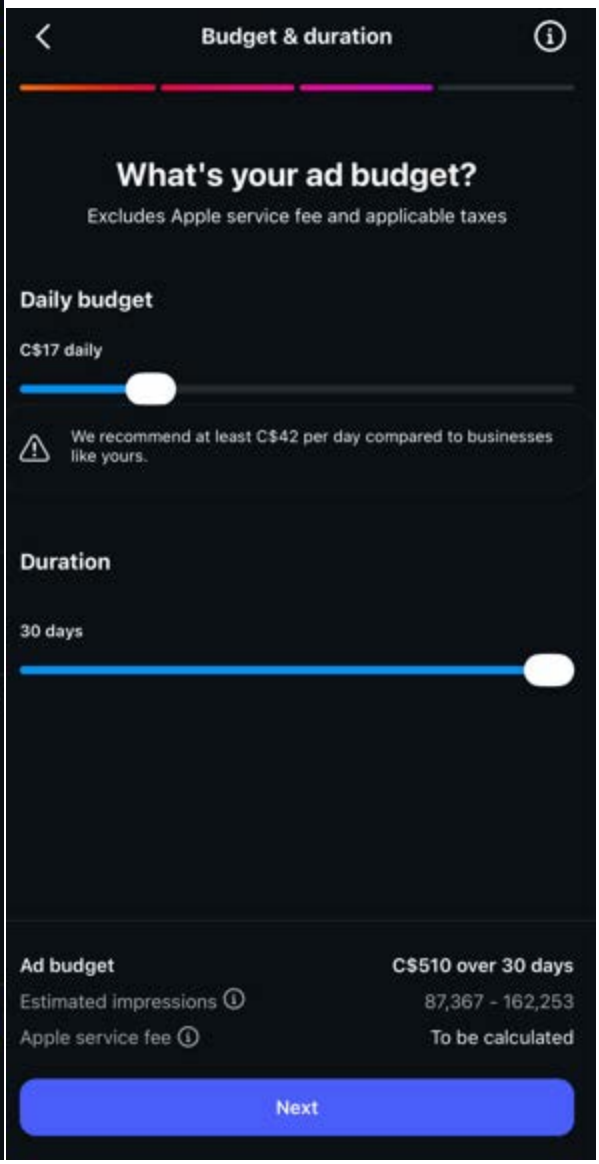
Muel Goods
~~~~~~~~~~~ March 24th 2026 ~~~~~~~~~~~~~~~ Quote #2875

Event date TBD June 19-20

FEM FEST hosted by Ela Kallonen At Blasters

~~~~~~~~~~~~~~~


14:53
Review
Save draft
Everything look good?
Goal
Profile visits to elaphotovideo
Audience
Sault Ste. Marie | Advantage+ audience | Ontario Ave | Ages 19+ | Suggestions: Men and women, ages 19+
Budget & duration
C$510 over 30 days
Preview ad
Instagram, Facebook
Payment method
Funds available: CA$0.00
We'll deduct funds about once a day when you run ads.
Ads are reviewed within 24 hours, although in some cases it may take longer. Once they're running, you can pause spending at any time.
Add funds
By creating ads you agree to Instagram's Terms and Advertising Guidelines. All ads are listed in the Meta Ad Library.


Budget & duration
What's your ad budget?
Excludes Apple service fee and applicable taxes
Daily budget
C$17 daily
We recommend at least C$42 per day compared to businesses like yours.
Duration
30 days
Ad budget
C$510 over 30 days
Estimated impressions
87,367 - 162,253
Apple service fee
To be calculated
Next

SAIGE BURCH PHOTOGRAPHY

QUOTE

Quote number 1000
Quote date 2026-03-26

From

Saige Burch Photography
Sault Ste. Marie
Canada

saigeburchphotography@gmail.com

To

Ela Kalo
[redacted]

Items

Item	Qty	Price	Amount
FemFest – Event Photography Coverage (Up to 6 Hours) Professional photography coverage for FemFest, capturing live performances, audience engagement, and overall event atmosphere. Coverage Includes: • Up to 6 hours of on-site photography • Live performance coverage of artists • Crowd interaction and candid moments • Event details and overall atmosphere • Professionally edited, high-resolution images • Online gallery for viewing, downloading, and promotional use Pricing Breakdown: • $450 for the first 3 hours • Additional 3 hours at $125/hour	1	CA$825.00	CA$825.00

Total CA$825.00

Note

• Coverage time can be adjusted based on the final event schedule
• Estimated delivery: 2–3 weeks after event date
• Images may be used for event promotion, marketing, and future advertising

345 Queen Street East
Sault Ste. Marie, ON
P61 1Z2
705-450-0095

Invoice to:
ELA KALLONEN
[redacted]

Date: March 23, 2026
Invoice No: 2026-0620

DESCRIPTION	Qty	Rate	Total
QUOTATION FOR FEMFEST / DJ NIGHT June 20, 2026 Venue Rental Lights and Sound		$2,000.00	$2,000.00
Discount:			- $1,250.00
Subtotal:			$750.00
Tax 13%			$97.50
Service Charge 15%			
Less: Deposit			
Total:			**$847.50**

QUOTE:

Christopher West - Videographer

To: FemFest

Quantity: 1

DESCRIPTION OF SERVICES:

Video Event Coverage for FemFest 2026.

Not including editing. Raw File capture only.

Video V-Log files to be shared via online drive.

PRICING BREAKDOWN:

• $450 for the first 3 hours

• Additional hour at $100/hour

Total: CA$450

Early intake submission deadline: **Last Friday in October** of each calendar year by 4:30pm EST

Late intake submission deadline: **Last Friday in March** of each calendar year by 4:30pm EST

Applications That are Incomplete or Missing Supporting Documentation Will Not be Accepted or Eligible for Review

In addition to this completed application, the following documents are to be formatted as described in the Application Process section of the **ACAP Guidelines** document and submitted as attachments:

- List of Organizing or Collective Members and their contact information
- Applicant(s) Curriculum Vitae/Resume/Biography
- Links to artist social media accounts or websites (if applicable)
- Documentation/support material of past projects that would demonstrate the Applicant's ability to successfully undertake and complete the project
- ACAP Project Plan Template
- ACAP Application Budget Template
- Quote documents for small capital/equipment purchases and/or print materials (if applicable)

Section 1: Organization Information

i. Organization/Collective Name:
Great Lakes Artist Series

ii. Organization/Collective Address:

iii. Organization/Collective Contact Information: (Phone Number, Email Address)

iv. Organization/Collective Contact Person & Alternative Contact Person (if applicable):

Name Madeline Hubbard	Name David Dellaire
Title/Contact Info Co Artistic Director	Title/Contact Info Co Artistic Director

v. Please briefly describe the Organization or Collective's mandate, goals, and objective (maximum 250 words):

Great Lakes Artist Series (GLAS) is a new summer concert series. Our primary goal is to offer high quality music performances in Sault Ste. Marie. It is the outcome of many years of combined professional opera and theatre experience of David Dellaire and Madeline Hubbard. We aim to fill a gap in the Sault music scene by offering more classical singing opportunities other than our strong local choral tradition. Opera and Art Song are two genres of music that are currently not readily available to audiences in the Sault. This summer, our series of concerts, both classical and musical theatre, will use local singers and a visiting Artist in Residence, who is an expert in both singing and education. Eventually, we envision performances of fully staged opera and various other concerts and projects. We aim to pay performers according to the standard pay set out by the Canadian Federation of Musicians. We will also offer free educational opportunities to young singers, and mentoring to local 'up and coming' artists by bringing in experts in their fields – singers and collaborative pianists. Sault Ste. Marie has produced a number of talented musicians who live all over the world and we hope to bring some of them back to take part in our projects. In addition to paid performances, we are dedicated to offering free community based opportunities to hear our musicians perform. We are dedicated to culturally appropriate casting and partnering with local groups already reaching Sault audiences.

vi. Please indicate the organization or collective's discipline of focus:
Visual arts, performing arts, media arts, literary arts, multi & interdisciplinary arts, heritage arts, public art, other, and description (maximum 50 words):

Our discipline of focus is the performing arts, specifically opera and musical theatre. We would like to coordinate concerts, as well as mount fully staged operas and musicals using costumes, lights, props, scenery, and sets in suitable venues.

Section 2: Type of Grant & Funding Amount Request

Applicants may choose one grant stream that best supports their project needs and objectives. **Please refer to the ACAP Guidelines.**

Please select only one:

Small Project Grant ☑

Cultural Diversity Grant ☐

Seed Funding ☐

Total Request Amount ($) 2,999

Section 3: Description of Activities, Projects and Events

Please download, complete and include the completed ACAP Application Project Plan Template for the proposed activity, project and/or event as an attachment.

i. Project Name or Working Title:
Great Lakes Artist Series

ii. Activity/Project and/or Event **Start Date:**
August 11, 2026

iii. Activity/Project and/or Event **End Date:**
August 14, 2026

iv. Activity/Project and/or Event Location:

(Physical address or for virtual projects/programming/events please include links to websites, social media etc. where programming will take place/be present, maximum 50 words)

We are currently exploring potential venues. Currently we have the following planned:
1. Classical Concerts: Precious Blood Cathedral, St Luke's Cathedral
2. Musical Theatre Review & Workshop: Speakeasy, Algoma University

v. Please describe the proposed activity, project, event and any relevant goals or objectives (maximum 750 words):

Our goal is to present a series of concerts in August 2026. We are including local musicians and are seeking funding to include a professional visiting Artist in Residence and a professional Collaborative Pianist. Our goal is to pay them according to the standard pay set by the Canadian Federation of Musicians. Our concerts include: 1. An Evening of Italian Art Song, featuring David Dellaire, an Artist in Residence and a Collaborative Pianist 2. An Evening of Opera Aria Favorites, featuring local classical singers and a professional Collaborative Pianist 3. A Musical Theatre Review, featuring local classical singers Goals for our concert series are the same as our goals for our group overall. I have elaborated where appropriate on specific goals below:

Partnerships with Local Groups and Local Musicians : We are networking to meet singers and production team members with local voice teachers and artists we have met through the Musical Comedy Guild of Sault Ste Marie and West End Theatre Project. We are advertising through these same groups as well as the Sault Symphony Orchestra and the many local choirs. This advertising will serve as a partnership, advertising for auditions and for audience. We hope that in future years, we will be able to form formal partnerships with local groups who are already doing an excellent job of producing great work and engaging audiences. One such group is: the Sault Symphony Orchestra. Producing Fully-Staged Opera : It is our ultimate goal to stage full operas. We have identified the following main challenges: engaging local classical musicians, how to bring in musicians who do not currently reside locally, and identifying and reaching a local audience.

We believe starting with a concert series solves these in the following way:
1. To engage current local classical musicians with the goal of eventually staging opera: We need to assess whether we have the local resources to provide: various opera roles, orchestra members and collaborative pianists. We already know that we have the local resources for the production team and artistic team based on our previous work in the community.

2. To assess our model for bringing in artists from outside the community: We know

vi. How does this activity, project, or event support the current Community Culture Plan? Please select all community programs and impact priorities that the project supports.

☑ Complement and support existing City initiatives, plans and projects and contribute effectively to the development of arts, culture and heritage in Sault Ste. Marie

☑ Contribute to the economic and social diversity of SSM through the development of arts, culture, and heritage products and tourism

☐ Promote effective, meaningful, and equitable community engagement and consultation processes

☑ Provide mentorship and participatory opportunities for youth, diverse, and historically underrepresented groups in the community

☑ Increase organizational capacity and sustainability of local art organizations, collectives, and artists (including Applicants)

☑ Provide professional development opportunities for emerging and professional arts, culture, and heritage practitioners (including Applicants)

☑ Fosters community connections, partnerships and networks

☑ Provides opportunities for volunteerism

☑ Significantly contributes to the quality of life and sense of identity in Sault Ste. Marie

Please explain these selections (750 words maximum):

Complement and support existing City initiatives, plans and projects and contribute effectively to the development of arts, culture and heritage in Sault Ste. Marie We propose to support the following opportunities identified in the Sault Ste. Marie Cultural Plan: 1. Downtown revitalization: By using venues downtown, it will draw traffic and presence. 2. Youth: Free programming to see our performance previews or attend our workshop will enhance youth programming in the city. We propose to improve the following weakness identified in the Sault Ste. Marie Cultural Plan:

1. Siloization and Communication: We will work with a range of local groups and want to maintain good communication regarding needs, plans, and opportunities to collaborate. A list of these groups can be found below under community connections. Contribute to the economic and social diversity of SSM through the development of arts, culture, and heritage products and tourism Currently, there are two main economic losses to Sault Ste Marie caused by lack of classical vocal music:

1. Local residents who take their extra income down to the US or east and south within Ontario to see performances we could be providing here.
2. There are not sufficient paid opportunities for classical musicians Lack of social diversity results from our locally trained musicians leaving and not having an opportunity to come back and perform in their city. Our concert series offers a solution to these three issues. Residents can stay here in the summer and enjoy our city, emerging and professional musicians can be paid, and we can improve social diversity with the re-integration of our lost artists, if only for the week. Provide mentorship and participatory opportunities for youth, diverse, and historically underrepresented groups in the community We are pleased to offer a free workshop and masterclass for more advanced teenage students. These students will also be offered an opportunity to audition for one of our concerts. They will be offered the opportunity to work with our Artist in Residence, a professional artist from outside Sault Ste Marie. We

vii. What are the benefits to audiences, participants, and/or the community of Sault Ste. Marie that are intended upon successful completion and implementation of this activity, project or event? (500 words maximum):

Benefit to audiences : Our festival will benefit audiences by producing an otherwise unavailable concert series for the local community to enjoy high quality music performances. By bringing classical vocal music (opera & art song) to the Sault, we will broaden the already strong cultural spectrum of music that is locally available. Benefit to current residents and the City : Many residents currently travel to Toronto for musicals and opera performances, but we hope to provide a reason for people to spend their money locally and to get a fully satisfying musical experience. We believe that this will also encourage people from areas outside of Sault Ste. Marie to travel here for the series, which we hope will grow year on year and bring more tourism to Sault Ste. Marie. Benefits to performers (established and emerging) : Sault Ste. Marie already boasts an impressively high calibre of musicians in many genres of music, and also has a large contingency of former residents who we would like to welcome back to the city as guest
performers. Unfortunately, once these performers train at a certain level, or become performers, they leave to pursue their craft. This will give them an opportunity to come back. Providing paid opportunities for local musicians is also very important to us and is a huge part of our overall long term plan.

Benefits to young, local performers : Creating a performance series that will bring new musicians together forms a collaborative event that also brings a sense of

viii. If ACAP funding for this activity, project or event is approved, please describe what the applicant considers to be successful implementation. How will the applicant measure success? (maximum 250 words):

Success will be measured based on the following qualitative and quantitative factors: Qualitative : Completing our goals as assessed in our postseason analysis (as mentioned in our project plan). Goals (previously mentioned in both goal sections): 1. Was the performance classical music? Did we have trained and experienced singers who gave a polished product? 2. Did we use local and visiting artists? Were we able to pay them at appropriate rates? 3. Was our youth workshop useful to the participants? (We will reach out by email or phone after the workshop) 4. How was attendance at our free performance? How could we advertise better? 5. Did we take steps to ensure we had culturally appropriate casting and change plans when necessary? 6. How did partnerships with community organizations play out? We will reach out to ensure that both sides had their expectations and goals met before moving forward to next season.

Quantitative : As previously mentioned, this year is a test of viability. It would not be appropriate to judge successful implementation based on ticket sales. However, we would like to take the opportunity to assess our advertising plan and final product using a survey provided to our audiences. It will be short and given by QR code. It will help us find out which of our advertising streams was most successful,

Section 4: Marketing

i. What audiences do the proposed activity, project and/or event look to reach?

Select all that apply:

Local (within the Municipality) ☑ Regional (within Algoma) ☐

Tourism (those who will travel to take part or view) ☐ Other (Please describe) ☐

ii. Please describe the items selected (250 words maximum):

What audiences do the proposed activity, project and/or event look to reach? Select all that apply: Local (within the Municipality) Please describe the items selected (250 words maximum): Count 81 For the first year, we are aiming to target the local municipality to attend these events. Looking at our budget and breadth we don't want to overextend and lose our focus on our reach. Specifically, we are looking at the people of Sault Ste. Marie, as even the surrounding areas need to commute to get into the city limits. In future years it is possible to expand advertising to other cities or towns in the area, once brand recognition is established.

iii. Please describe any specific audiences that are intended to be reached with the activity, project or event (150 words maximum):

Enthusiasts with disposable income – This is our main target demographic. These individuals are 50+, with higher disposable incomes that attend artistic events throughout the community. These individuals attend other events such as the symphony, musicals, theatrical performances and charity fundraising concerts. Early-Career Professionals – Driven by novel experiences, these individuals are new to experiencing culture in the area. These high achievers are innovative and are oftentimes looking for performative consumption. They want to build their personal brand (social media etc), look cultured or demonstrate a higher status lifestyle. Young Adults With Interest for the Arts – These individuals are looking to expand their knowledge of the arts. Through the workshops, their knowledge base will expand and then will retain this audience to attend the other activities through promotions/discounts.

iv. How will the activity, project or event be promoted? Please describe and include any links to social media accounts or relevant websites or organizations (maximum 250 words):

v. How will the activity, project or event be promoted? Please describe and include any links to social media accounts or relevant websites or organizations (maximum 250 words): Count 236 A grass roots approach is necessary to promote this event, as it is something new for the area. Starting with word of mouth and networking to build an initial interest is crucial to build a critical mass of interest. Once the event is announced to friends and family, it will give the brand a bit of life to start garnering interest with their networks. A social media brand will be created on various platforms (facebook, instagram etc). Those platforms will have a small budget allocated to them in the initial year to push targeted ads to those individuals described in #2. From here, the branding will be similar to other opera companies around the world, with the logo being text based and playing on the shortened “GLAS” acronym. Classifieds will be placed in local newspapers, as a large portion of the target audience still subscribes to printed media. As well, radio advertising will be critical to the success of the promotions. Cross-promoting is another key area for success. We will be partnering with similar groups to share advertisements with their audiences This will be done with ads in their programs, social media posts and flyers. The local coffee shop newsletters are a great way to advertise to a lot of people who already purchase premium products and will have the income to support their interests. Other advertising opportunities would be posters, flyers and potentially using billboards

v. What age does the activity, project or event look to reach? (Select all that apply):

- [x] 0-18
- [x] 19-34
- [x] 35-59
- [x] 60-75
- [x] 76+

vi. What is the estimated attendance or viewership of the activity, project and/or event?

- [ ] 1-50
- [ ] 51-100
- [ ] 101-250
- [x] 251-500
- [ ] 501-1,000
- [ ] 1001-2,500
- [ ] 2,501+

vii. What is the estimated number of participants directly involved in the implementation/execution of the proposed activity, project and/or event (including staff, volunteers, participating artists, etc.)?

☐ 1-10 ☑ 26-50
☐ 11-25 ☐ 51+

Please provide a brief description of participant composition (maximum 150 words):

Section 5: Existing In-kind & Previous Funding

Applicants who are requesting **any** other type of financial or in-kind assistance from the City (all departments) as part of their activity, project and/or event must ensure that it is included in the ACAP Application Budget Template.

i. Has the applicant organization or collective received ACAP funding or any other City of Sault Ste. Marie municipal cultural financial assistance in the past?

Yes ☐ No ☑

Section 6: Project, Activity/Event Budget

i. Please download, complete, and attach a copy of the ACAP Application Budget Template.

Please show how ACAP funding will be used if the Applicant's request is approved. Please include all cost categories, both eligible and ineligible, for each of the components/items of the activity, project and/or event, all expected funding sources and type of funding (grant, in- kind, cash, etc.).

Section 7: Authorization

As an authorized representative of Great Lakes Artist Series (Organization/Collective Name), I, Madeline Hubbard (Name of Organization/Collective Contact) attest that all information contained in this application, agree to fulfill the responsibilities for all activity, project and/or event deliverables contained therein and/or agreed to by the Cultural Vitality Committee and the City of Sault Ste. Marie. This application will act as a contract between the City of Sault Ste. Marie and the Applicant should the application be successful.

_____Signature March 26, 2026 _____Date

Completed applications and supporting documentation may be submitted by email to:

a.moore@cityssm.on.ca
Subject Line: Cultural Financial Assistance Application – Attention: Arts and Culture Lead

Completed applications may be submitted by mail or in person to:

Community Development and Enterprise Services
Attention: Arts and Culture Lead
99 Foster Drive
Civic Centre
Sault Ste. Marie, ON
P6A 5X6

Expense Type	Expense	Self-Funded by David Dellaire and Madeline Hubbard	Requested from ACAP	Notes
Advertising	Radio Ads	$ 450.00		
Advertising	Meta Ads	$ 350.00		
Advertising	Soo Today	$ 250.00		
Advertising	Poster & Postcards	$ 350.00		Seeking printing sponsorship
Artist Fees & Other	Italian Art Song Pianist		$ 300.00	
Artist Fees & Other	Italian Art Song Pianist Travel Expenses		$ 350.00	
Artist Fees & Other	Aria Favourites Pianist		$ 300.00	
Artist Fees & Other	Artist in Residence Concert Fee		$ 300.00	
Artist Fees & Other	Artist in Residence Workshop Fee		$ 150.00	
Artist Fees & Other	Artist in Residence Travel Expenses		$ 350.00	
Artist Fees & Other	Honoraria for additional local performers		$ 1,249.00	
Event	Opening Night Gala Reception	$ 500.00		
Operation	Materials & Supplies Costs	$ 150.00		
Operation	Event Insurance	$ 1,500.00		Estimate based on past experience. Currently seeking quotes.
Operation	Box Office related fees	$ 1,195.00		3% of ticket price plus $1.59 per ticket. Assuming processing fee gets passed along to the ticket buyer. (Eventbrite)
Other Compensation	Producer Fee	$ 1,000.00		
Production	Costumes	$ 150.00		
Production	Equipment Rental & Technician Costs	$ 2,500.00		
Production	Music Stands	$ 240.00		
Production	Venue: Speakeasy (Review)	$ 1,500.00		
Production	Venue: Church (Italian Art Song)	$ 250.00		
Production	Venue: Church (Aria Favourites)	$ 250.00		
Production	Track Purchase for Review	$ 320.00		
Production	SOCAN License Fee	$ 150.00		Assuming 3% of ticket sales, if not provided by venue
Production	Rehearsal Space	$ -		Partnership with Musical Comedy Guild

Expense Type	Expense	Self-Funded by David Dellaire and Madeline Hubbard	Requested from ACAP	Notes
Production	Set	$ 500.00		
Production	Props	$ 50.00		
Production	Program	$ -		Online program accessed with QR code
	Total Expenses paid personally	$ 11,655.00		
	Total Expenses requested from ACAP		$ 2,999.00	

Activity Category	Activity	Start Date	End Date	Description /Notes
Advertising	Announce Festival	4/1/2026	NA	Announce festival with a news story on sootoday, sault star and on social media. To get the name and dates out so that people are aware as to what this event is. This will repeat to announce our Artist in Residence.
Advertising	Posters	6/1/2026	8/1/2026	Hang posters around town at community event boards, local news and "what's going on in the Sault" areas. As well as share digital copies on social media: Soo Spaces, Soo Market, What's Happening in the Soo, Sault Ste. Marie Thespians
Advertising	Soo Now Coffee Newsletters	6/1/2026	8/1/2026	Soo Now is in all local coffee shops in SSM and surrounding areas. This is a quick and low lift way to ensure that our name and brand is out there in the world in the hands of people who already purchase premium products.
Advertising	Targeted ads	7/1/2026	8/1/2026	Pay for some targeted ads online to promote the event. Target individuals with interest in the arts, music, opera, and entertainment. Select specific ages (50+ and 16-35).
Advertising	Classified	7/1/2026	8/1/2026	Place classifieds in local newspapers and online at sootoday.
Advertising	Cross-Promote	8/1/2026	NA	Place advertisements in other organizations programs, socials etc. (as detailed in grant application document) In-kind trade.
Advertising	Radio Ads	Mid July 2026		Smaller window for radio, as it is an expensive avenue to advertised, however it will be efficient for budget and for marketing to do a small 2-3 week run of ads to gain interest.

Activity Category	Activity	Start Date	End Date	Description /Notes
Advertising	Billboard at Stones	Mid July 2026	8/1/2026	Contact Marnie Stone to put our event name and dates on her billboard.
Advertising	Flyers	Mid July 2026	8/1/2026	Contact a local supermarket to see if they can do some bag stuffing with flyers to get the event out there. Ensure it is a conventional grocery store, as opposed to discount banners as we want to capitalize on those with more disposable income.
Production	Auditions	5/1/2026	5/1/2026	Auditions will be advertised online (social media), through local voice teachers and through personal invitations.
Social Media	Social Media: Facebook, Instagram, TikTok	5/1/2026	NA	Set up social media for Great Lakes Artist Series. Begin Advertising: Series announcement, announce auditions, announce artist in residence.
Social Media	Social Media during rehearsal period	7/1/2026	8/1/2026	Use Tik Tok and Social Reels on all platforms to engage potential audience members.
Production	Ensure all artist in residence, performer, equipment rentals, technician hires and venue rental contracts are complete and in place.	7/1/2026	NA	We have already been in touch with all of these potential partners. Details are being finalized.
Production	Rehearsal period	7/1/2026	8/11/2026	Classical concert singers will receive coaching by David Dellaire, and Musical Theatre Review cast will rehearse music and staging with Madeline Hubbard.
Production	Free preview	8/8/2026	NA	A preview in the outside performance space of the Soo Market.
Production	Dress Rehearsal/Run Through of Classical Concerts	8/10/2026	NA	

Activity Category	Activity	Start Date	End Date	Description /Notes
Production	MT Review: Technical Rehearsal	8/11/2026	8/11/2026	Work with lighting and sound to ensure that everything is working ahead of the performances.
Production	Opening Night: Italian Art Song Concert	8/11/2026	NA	
Production	Opening Night Gala Reception	8/11/2026	NA	
Production	Aria Favourites Concert	8/12/2026	NA	
Production	MT Review: Dress Rehearsal	8/12/2026	NA	Dress rehearsal for musical theatre review
Production	Youth Workshop	8/13/2026	NA	Youth Workshop
Production	MT Theatre Review performances	8/13/2026	August 14th 2026	
Operation	Postseason assessment	9/1/2026		Go over data collected in survey, decide what is worth repeating and what we should consider changing for the next season

List of Organizing or Collective Members and their contact information:

Madeline Hubbard

[redacted]

David Dellaire

[redacted]

David Leslie Dellaire



Highly skilled and versatile teacher, performer, conductor, and director with professional experience. Adept at working with a broad range of students in all genres of music, and a commitment to supporting their development through proper monitoring of their progression. Ability to lead large groups and ample experience in facilitating all associated administrative tasks.

WORK EXPERIENCE

Individualized Music Instructor: Voice – Algoma University
2024 to present

- I teach the physiology of voice production for singing to students who are studying as Voice Majors, Minors, Non-Concentration, and Proficiency.
- I play piano accompaniment for my students
- I choose repertoire specifically tailored to my student's voices and abilities
- I encourage performance opportunities through performance classes
- I prepare students for jury examinations
- I handle all administrative tasks including correspondence, facilitating accompanists, grading, and attendance/lesson tracking.

Voice Teacher – Self Employed
2005 to present

- Founder and Director of "The Voice Studio"
- Currently on contract as a voice director/consultant for West End Theatre Project and the Musical Comedy Guild.
- I teach the physiology of voice production for singing
- I play piano accompaniment for my students
- I choose repertoire specifically tailored to my student's voices and abilities
- I keep track of current repertoire trends
- I encourage singing across all genres of music
- I facilitate performance opportunities through master classes and recitals
- I prepare students for examinations through various boards
- I plan and teach music theory to my students
- I handle all administrative tasks including invoicing and bookkeeping

Choral Conductor – Self Employed
2007 to present.

- Founder and Director of Achord Choir, currently based in Sault Ste. Marie.
- I have conducted in a professional capacity including the 2019 Shakespeare's Globe run of 'Christmas at the (Snow) Globe' on the main stage, with Madonna in rehearsals for her 2019 televised Eurovision Performance, at the 2016 Imperial War Museum WWI centenary celebrations, and at the 2015 Rugby World Cup.
- I have conducted for various London UK based choirs including Achord Chamber Choir, The Fourth Choir, London's Transport Choir, The RVT Choir, WAC Choir, Tulse Hill Singing Group, and Fulham Camerata Children's Choir.
- I am responsible for warming up the singers, choosing repertoire, leading rehearsals (including choralography where applicable), recording practice tracks, and conducting performances.
- I have run choral workshops for businesses across London including Sky TV, Transport for London, Geoids, The Black British Business Awards and FHCS.
- I have arranged various choral pieces including personal transcriptions of unreleased repertoire.

Stage Director – Self Employed
2002 to Present

- I most recently directed the Musical Comedy Guild's production of West Side Story.
- I have directed stage, musical, and operatic productions varying in cast size from 2 to 200 people.
- I have made artistic choices encompassing staging, costumes, set design, lighting, and choreography.
- I have liaised successfully with stage management and department heads.
- I have directed fully staged productions of The Drowsy Chaperone, Hi-de-Homo!, Jesus Christ Superstar, Kiss of the Spiderwoman, La Cages aux Folles, Love Letters, Peter Pan, and West Side Story.
- I have directed excerpts from various operas including Carmen, La Cenerentola, La Traviata, Madame Butterfly, Peter Grimes, and Rigoletto.
- I have assistant directed fully staged productions of operas including The Beggar's Opera, Cosi Fan Tutte, Gianni Schicchi, and Le Nozze di Figaro.
- I was accepted as a directing observer at the Royal Opera House for their 2006 production of Le Nozze di Figaro.
- I have directed shows for the Edinburgh Fringe festival.

Music Tutor – Morley College
2012 to 2023

- I instructed and played piano accompaniment for a vocal technique course called Voice Training.
- I instructed and played piano accompaniment for a complete beginner's course called Anyone Can Sing.
- I instructed a Master Class for singers called Solo Singing.
- I instructed, played piano accompaniment, and stage directed a musical theatre course called Musical Theatre Performance.
- I completed all related RARPA paperwork including schemes of work and lesson plans for each of the four courses listed above.

Solo Singer and Chorister – **Self Employed**
2003 to Present

- I performed for the 2022 Remembrance Day Celebration BBC broadcast
- I performed with Madonna at the 2019 Eurovision performance in Tel Aviv
- I performed for the 2020 Holocaust Memorial BBC broadcast
- I have been the bass section leader for various choirs
- I have been a soloist with Bakelite Big Band, The Fourth Choir, Fulham Camerata, The London Gay Big Band, The National Youth Orchestra of Great Britain, and The University of Toronto Opera School.

Awards Ceremony Producer – **The Black British Business Awards**
2017 to Present

- I create a script for the ceremony including amendments and various edit rounds.
- I am responsible for maintaining the relationship with the compere and any talent who may be associated with the event.
- I jointly lead rehearsals with other key players
- I am in charge of any pre-event production concerns, including liaising with AV
- On the day I am wholly responsible for assuring the smooth running of the event, including managing rehearsals with speakers and presenters, and facilitating the overall stage management of the event.

Visiting Music Tutor – Hackney College
2012 to 2015

- I taught all student's on the acting course proper vocal technique through breathing and vocal exercises and through group repertoire.
- I taught individual lessons and chose repertoire that suited their abilities
- I accompanied on the piano both in class and in end of year performances

Temporary PA to the Director of Strategy & Service Development – TfL
2009

- diary management and meeting paper preparation
- liaising with executives and senior staff
- organising meetings
- minute taking for various departmental meetings
- editing various documents
- preparing presentations

PA / Office Manager – TfL
2008 – 2009

- diary management and meeting paper preparation for the department head
- minute taking for various departmental meetings
- maintaining records for the departments cost centre
- monitoring and maintaining all purchasing card transactions and records
- facilitating the employee awards scheme and keeping appropriate financial records
- managing large invents both internally and externally including away days and conferences
- organising inductions for new members of staff

- providing bearer passes to contractors
- maintaining asset registers for the departments electronic devices (mobiles, cameras, etc)
- ordering stationery and office supplies when needed
- collating and managing the weekly departmental communications newsletter
- ensuring office equipment and computers are in working order

PA to the Director – The Camelot Foundation
2007 – 2008

- correspondence
- diary management
- liaising with executives
- event research and management
- making travel arrangements
- project management
- facilitating and organising meetings
- general administration for the Foundation

PA & Administrator - King's College Research Ethics Department
2007

- entering application information onto the database
- corresponding with applicants and keeping files up to date
- recording the internal library on a database
- making travel arrangements

Administrator – Finance and Resources - Esmee Fairbairn Foundation
London, England
2005 – 2006

- database all ICT and Facilities invoices
- create and maintain invoice database
- diarise domain name registrations
- create and maintain server and workstation administration logs
- assist with upgrades to hardware/software
- virus scan workstations
- liaise with external suppliers to arrange maintenance visits
- logging on of grant applications
- correspondence with grant applicants
- preparation of board meeting papers
- create and maintain related party interest log
- assist with trustee/staff social events
- handle general telephone enquiries
- assist with meeting room administration
- minute taking
- diary management, travel bookings, general PA duties to The Head of Finance, The Foundation Secretary, and The Director of the Foundation (in the absence of her PA.)

Administrative Assistant & PA – University of Toronto Opera School
Toronto, Canada
2001 – 2005

- Learned the foundations of accounting, marketing, scheduling, and enrolment.
- Also responsible for secretarial duties, front of house management, and organising and facilitating large events.
- Managed the resident Stage Director's diary, booked meetings, and made travel arrangements.

Summer Camp Supervisor and Coordinator - Y.M.C.A.
Sault Ste. Marie, Canada
1995 – 2000

- Supervised a staff of thirty camp coordinators and counselors.
- Responsible for staffing, payroll, and liaising with parents.
- Responsible for creating and facilitating a theatre program for children aged 9 to 15.
- Stage Directed and Musically Directed the children in a biweekly musical theatre production.

EDUCATION

- Dip. Operatic Stage Direction, University of Toronto, 2003-2005
- BMus, Voice Performance, University of Toronto, 1999-2003
- 9 OAC's (Ontario Academic Credits) Equivalent to UK GCSE/A levels, including: Biology, Chemistry, Science in Society, Sociology, English, Creative Writing, Drama, Finite, and Religion. (All were completed with Honours Distinction – above %80)

VOCATIONAL TRAINING

- Intermediate Excel
- Intermediate Word
- Sibelius
- Noteflight
- Gifts Database
- Benefactor Database
- SAP Database

INTERESTS

- Singing
- Dancing
- Yoga, running, hiking, kayaking

REFERENCES AVAILABLE ON REQUEST

[redacted]

MADELINE HUBBARD

DIRECTING

November 2011	*Madama Butterfly,* G. Puccini	Opera York
October 2010	*La Boheme,* G. Puccini	Touring Production: China
March 2008	*Hansel and Gretel,* E. Humperdinck	Opera Jeunesse
November 2007	*Madama Butterfly,* G. Puccini	Opera Lirica Italiana
April 2007	*Bluebeard's Castle,* B. Bartok	Brampton Lyric Opera
April 2007	*Don Giovanni,* W.A. Mozart	Opera Lirica Italiana
February 2007	Contemporary Opera Workshop	University of Toronto Opera Division
November 2006	*Marriage of Figaro,* W.A. Mozart	Opera York
August 2006	*Don Giovanni,* W.A. Mozart (Assistant to Michael Albano)	Toronto Summer Music Academy and Festival
June-July 2006	*Slow Dusk,* C. Floyd	Opera NUOVA
	Trouble in Tahiti, L. Berstein	Opera NUOVA
	Susanna's Secret E. Wolf-Ferrarri	Opera NUOVA
May 2006	*The Impresario,* W. A. Mozart	Opera Jeunesse
April 2006	*Kurt Weill in America* (A Review co-directed with Michael Albano)	University of Toronto Opera Division
March 2006	*Suor Angelica/ Gianni Schicchi,* G. Puccini (Assistant Director)	Opera York
March 2006	*Marriage of Figaro,* W.A. Mozart (Assistant to Michael Albano) (Alison Grant, Choreographer)	University of Toronto Opera Division
January 2006	Contemporary Opera Workshop	University of Toronto Opera Division
December 2005/ January 2006	*Hansel and Gretel,* E. Humperdinck (Assistant to Andrew Tees)	Opera York
December 2005	W. A. Mozart Scenes Programme *The Magic Flute* *Don Giovanni* *Cosi fan tutte*	University of Toronto Opera Division
November 2005	*La Boheme,* G. Puccini	University of Toronto Opera Division
November 2005	*Merry Wives of Windsor,* O. Nicolai (Assistant to Michael Albano)	University of Toronto Opera Division
March 2005	*Semele,* G. F. Handel (Assistant to Tom Diamond)	University of Toronto Opera Division
March 2005	*Marriage of Figaro,* W. A. Mozart (Scenes Programme)	University of Toronto Opera Division
January 2005	*Viva Verdi!* (Act II, Scene ii *Falstaff,* G. Verdi)	University of Toronto Opera Division
November 2004	*Savitri,* Holst (Assistant to Michael Albano)	University of Toronto Opera Division
October 2004	*Pirates of Penzance,* Sir A. Sullivan (Assistant to Michael Albano)	University of Toronto Opera Division
March 2004	*Well-Rounded,* Mark Harris Libretto: Madeline Young	Queen's University School of Music
January 2004	*Orfeo ed Euridice,* C. W. Von Gluck	Queen's Student Opera Company
January 2003	*Hansel and Gretel,* E. Humperdinck *The Man who Mistook his Wife for a Hat,* M. Nyman	Queen's Student Opera Company

STAGE MANAGEMENT

April 2025	*West Side Story,* L. Bernstein	Musical Comedy Guild of SSM
March 2006	*Suor Angelica/Gianni Schicchi,* G. Puccini	Opera York
June-August 2005	*Madama Butterfly,* G. Puccini *(*Production Assistant) Director: Catherine Malfitano	Central City Opera
July/August 2004/2005	*Face on the Barroom Floor*, H. Mollicone	Central City Opera
June-August 2004	*Le Jongleur de Notre Dame*, J. Massenet (Production Assistant) Director: Ken Cazan	Central City Opera
March 2002	*The Turn of the Screw*, Benjamin Britten (Assistant Stage Manager)	Queen's Student Opera Company

PERFORMANCE & OTHER EXPERIENCE

September 2004 - October 2010	Founder and Artistic Director	Opera Jeunesse
February 2004	*Carmen,* Georges Bizet Role: Mercèdes	Kingston Symphony Association
March 2003	*Songs for a New World,* J. R. Brown Mezzo Soloist	Little Voices Productions

EDUCATION/ QUALIFICATIONS

August 2018	Accounting and Strategic Measurement Diploma	MacEwan University
May 2006	Opera Diploma in Stage Directing	U of T, Opera Division
Sept. 2004- May 2006	Junior Fellow	Massey College
May 2004	Bachelor of Arts, Music (voice)	Queen's University
July- August 2003	Studied Voice/German in Salzburg, Austria	University of Miami

TEACHING EXPERIENCE

November 2026	*Little Mermaid,* A. Menken (Vocal Coach)	Musical Comedy Guild SSM
September 2002-Present	Voice / Performance Coaching (Students ages 6 – Adult)	Kingston, Trenton, Toronto (GTA), Calgary, Edmonton Area, Sault Ste Marie
February 2007	Stage Director Contemporary Opera Workshop (MA and PhD Composers)	University of Toronto Opera Division
Summer 2006	Stage Director (Undergraduate / Masters Singers)	Opera NUOVA Summer Programme
January 2003-December 2004	Intern Music Teacher (Grade 1/2/4)	Queen's University School of Music
Summer 2002	Assistant Supervisor	Canadian Opera Company Summer Camp

Michael Dal Cin Biography

Michael holds a Bachelor of Management and Organizational Studies from the University of Western Ontario

Producer:

August 2026 Producer, Great Lake Artist Series
November 2026 Producer, Into the Woods, (Musical Comedy Guild)
May 2026 Producer Little Shop of Horrors (Musical Comedy Guild)
November 2025 Producer Disney's The Little Mermaid (Musical Comedy Guild)
March 2025 Assistant Producer & Performer in Joseph and the Amazing Technicolor Dreamcoat (West End Theatre Project)
November 2024 Assistant Producer & Performer in Charlie and the Chocolate Factory (West End Theatre Project)
May 2024 Producer Legally Blonde: The Musical (Musical Comedy Guild)

Performer:

December 2025 Performer in Rudolph the Red-Nosed Reindeer (West End Theatre Project)
November 2023 Performer & Costume Assistant for Priscilla Queen of the Desert (West End Theatre Project)
April 2023 Performer in Musical Comedy Guild's 60th Anniversary Gala (Musical Comedy Guild)
November 2022 Debuted in Elf The Musical (West End Theatre Project)

Individual Artist Application Form
Arts & Culture Assistance Program
Corporation of the City of Sault Ste. Marie

Early intake submission deadline: **Last Friday in October** of each calendar year by 4:30pm EST

Late intake submission deadline: **Last Friday in March** of each calendar year by 4:30pm EST

Applications That are Incomplete or Missing Supporting Documentation Will Not be Accepted or Eligible for Review

In addition to this completed application, the following documents are to be formatted as described in the Application Process section of the ACAP Guidelines and submitted as attachments:

- Artist Curriculum Vitae/Resume/Biography
- Links to artist social media accounts or websites (if applicable)
- Documentation/support material of past projects that would show the Applicant's ability to successfully undertake and complete the proposed project
- ACAP Project Plan Template
- ACAP Application Budget Template
- Quote documents for small capital/equipment purchases and/or print materials (if applicable)

Section 1: Artist Information

i. Artist Formal Name:
Joseph Kargiannakis

ii. Artist Practicing Name:
Joseph Kargi

iii. Artist Mailing Address and Postal Code:

iv. Artist Contact Information (Phone Number, Email Address):

v. Please provide an artist's statement or general statement about your work (maximum 500 words):

Joseph Kargi is a Sault Ste. Marie based singer-songwriter, musician, and educator who is actively engaged in writing, performing, and teaching within the local arts community. His work centres on original songwriting, with a strong emphasis on storytelling, composition, and creating meaningful connections through music.

Alongside his creative practice, Joseph is passionate about teaching and supporting others in developing their own artistic voice. He has particular interest and strength in songwriting and composition, and regularly works with emerging musicians to build skills in lyric writing, melody development, and song structure in an accessible and encouraging way.

Joseph has received support through the Ontario Arts Council, including mentorship-based funding that has contributed to the growth of his artistic practice. He has also served as a juror for arts funding programs, reflecting his understanding of artistic quality, evaluation processes, and professional standards within the sector.

He has organized and participated in local performances and events, including a successful community benefit concert in 2024, and continues to collaborate with other artists in Sault Ste. Marie. His work consistently aims to strengthen community connection through music while supporting participation at all levels of experience.

Through his combined experience as an artist, educator, and community contributor, Joseph brings both creative expertise and a strong commitment to

vi. Please indicate the artist's discipline of focus:
Visual arts, performing arts, media arts, literary arts, multi & interdisciplinary arts, heritage arts, public art, other, and description (maximum 50 words):

Focus on original songwriting, composition, and live performance, with an emphasis on storytelling and community engagement. Work also includes teaching and facilitating songwriting development for emerging and beginner musicians.

Section 2: Type of Grant & Funding Amount Request

Applicants may choose one grant stream that best supports their project needs and objectives. **Please refer to the ACAP Guidelines.**

Please select only one:

Small Project Grant ☑

Cultural Diversity Grant ☐

ACAP Request Amount ($) 2430

Section 3: Description of Activities, Projects and Events

Please download, complete and include as an attachment the completed ACAP Application Project Plan Template for the proposed activity, project and/or event.

i. Project Name or Working Title:
Songwriting in the Soo

ii. Activity/Project and/or Event **Start Date:**
June 2026

iii. Activity/Project and/or Event **End Date:**
August 2026

iv. Activity/Project and/or Event Location -
(Physical address or for virtual projects/programming/events please include links to websites, social media etc. where programming will take place/be present, maximum 50 words):

Workshops and the final showcase will take place at The Art Hub in Sault Ste. Marie, Ontario, where the artist has an existing collaborative relationship, subject to availability. Project planning, preparation, and administrative work will be completed at a home studio, with promotion supported through local networks and social media.

v. Please describe the proposed activity, project, and any relevant goals or objectives (maximum 750 words)

Songwriting in the Soo is a community-based arts initiative designed to increase access to music creation and support emerging voices in Sault Ste. Marie. Led by local musician Joseph Kargi, the project will guide adult participants through the fundamentals of songwriting in an accessible and welcoming environment.

The program will consist of three structured workshops, each building on the previous session to support participants in developing an original song. Workshops will focus on lyric writing, melody creation, and song structure, and will be interactive, beginner-friendly, and open to individuals with little prior musical experience. The program is designed to be low-barrier and inclusive, welcoming participants regardless of background, financial means, or level of musical training.

A local guest songwriter will be invited to contribute to both the workshop series and the final showcase, providing additional artistic perspective and supporting connection within the local music community.

The project will culminate in a public showcase event where participants may share their original songs in a supportive and encouraging setting. This event will highlight locally created work while fostering a sense of confidence, accomplishment, and community connection among participants.

By focusing on participation, skill-building, and creative expression, Songwriting in the Soo aims to strengthen community engagement in the arts while supporting individuals in discovering and developing their own artistic voice.

vi. How does this activity, project, or event support the current Community Culture Plan? Please select all community programs and impact priorities that the project supports.

☑ Complement and support existing City initiatives, plans and projects and contribute effectively to the development of arts, culture and heritage in Sault Ste. Marie

☑ Contribute to the economic and social diversity of Sault Ste. Marie through the development of arts, culture and heritage products and tourism

☑ Promote effective, meaningful, and equitable community engagement and consultation processes

- [x] Provide mentorship and participatory opportunities for youth, diverse, and historically underrepresented groups in the community
- [x] Increase organizational capacity and sustainability of local art organizations, collectives, and artists (including Applicants)
- [x] Provide professional development opportunities for emerging and professional arts, culture, and heritage practitioners (including Applicants)
- [x] Fosters community connections, partnerships and networks
- [x] Provides opportunities for volunteerism
- [x] Significantly contributes to the quality of life and sense of identity in Sault Ste. Marie

Please explain these selections (750 words maximum):

This project supports the Community Culture Plan by contributing to the continued growth and accessibility of arts and culture in Sault Ste. Marie. Through a community-based songwriting workshop series and public showcase, the project complements existing local arts initiatives while expanding opportunities for participation, particularly for individuals who may not otherwise engage in creative programming.

By offering a low-barrier, beginner-friendly environment, the project promotes meaningful and equitable community engagement. Participants are welcomed regardless of prior musical experience, financial means, or background, supporting broader inclusion and encouraging diverse voices within the local arts community. The project emphasizes participation, creative expression, and personal storytelling, allowing individuals to engage with the arts in a way that feels accessible and relevant to their lived experience.

The initiative contributes to the social and cultural diversity of Sault Ste. Marie by supporting the development of original artistic work within the community. While modest in scale, the project helps strengthen the local creative economy by engaging a local artist facilitator, incorporating a guest songwriter, and utilizing a local venue. The final showcase event also creates an opportunity for public engagement, drawing community members together to experience locally created work and contributing to the vibrancy of the local arts scene.

Mentorship and skill development are central to the project. Participants will receive guided instruction in songwriting, including lyric development, melody creation, and song structure, while being supported in developing their own creative voice. The inclusion of a guest songwriter enhances this mentorship component by offering additional perspective, fostering artistic exchange, and supporting connection between emerging and established artists. This creates meaningful opportunities for both personal and artistic growth.

The project also supports professional development for the artist by further establishing their role as both a creator and educator within the community. Through planning, facilitation, and

vii. What are the benefits to audiences, participants, and/or the community of Sault Ste. Marie that are intended upon successful completion and implementation of this activity, project or event? (500 words maximum):

Upon successful completion, this project will provide meaningful benefits to participants, audiences, and the broader community of Sault Ste. Marie by increasing access to creative opportunities and strengthening engagement in the local arts community.

For participants, the project offers a supportive and accessible environment to explore songwriting and creative expression. Individuals will develop practical skills in lyric writing, melody creation, and song structure, while also building confidence in their ability to create and share original work. The workshop format encourages personal storytelling and self-expression, which can foster a sense of accomplishment, identity, and emotional connection to the creative process. Participants will also benefit from mentorship and guidance, helping them to further develop their artistic voice in a structured yet welcoming setting.

For audiences, the final showcase provides an opportunity to experience original, locally created music in an intimate and community-focused environment. This event highlights emerging voices and offers a meaningful alternative to traditional performances by centering new and authentic work. It also encourages audience members to engage more deeply with local artists and the creative process, strengthening appreciation for the arts within the community.

viii. If ACAP funding for this activity, project, or event is approved, please describe what the applicant considers to be successful implementation of the project. How will success be measured (maximum 250 words):

Successful implementation of this project will be demonstrated through the completion of all planned activities, including participant recruitment, delivery of three structured songwriting workshops, and a public showcase event featuring original work created through the program.

Success will be measured through both participation and engagement. This includes achieving the target number of participants (6–8 individuals), consistent attendance across all workshop sessions, and active involvement in the songwriting process. Participant progress will be reflected in the development of original songs and their willingness to share their work in a supportive environment.

Qualitative feedback will also be an important measure of success. Participant feedback will be gathered informally through discussion and follow-up to assess their experience, including perceived skill development, confidence in creative expression, and overall satisfaction with the program. Observations of increased confidence, collaboration, and creative risk-taking throughout the workshops will also be considered indicators of success.

Section 4: Marketing

i. What audiences do the proposed activity, project and/or event look to reach?

Select all that apply:

- [x] Local (within the Municipality)
- [ ] Regional (within Algoma)
- [ ] Tourism (those who will travel)
- [ ] Other (Please describe)

ii. Please describe the items selected (250 words maximum):

This project is intended to reach a local audience within Sault Ste. Marie, with a primary focus on adult residents interested in songwriting, creative expression, and engaging in the arts. The workshop component is designed for beginner to intermediate participants, including individuals with little prior musical experience who are looking for an accessible and supportive introduction to songwriting.

The project also extends to a broader local audience through the final showcase event, which will be open to the public. This provides an opportunity for community members, including friends, family, and local residents, to engage with and support locally created music in a welcoming environment.

By focusing on local participation, the project aims to strengthen community engagement in the arts, encourage creative expression, and contribute to a more connected and vibrant cultural landscape within Sault Ste. Marie.

iii. Please describe any specific audiences that are intended to be reached with the activity, project or event (150 words maximum):

This project is intended to reach adult residents of Sault Ste. Marie who are interested in songwriting and creative expression, particularly those with beginner to intermediate experience. It is designed to engage individuals who may not have previously participated in structured arts programming but are looking for an accessible entry point into music creation.

The project also aims to support emerging local artists seeking to develop their songwriting skills in a guided and collaborative environment. Through its inclusive and low-barrier approach, the initiative is well-suited for individuals who may lack confidence or formal training but are interested in exploring their creativity.

Additionally, the public showcase will reach members of the local community, including friends, family, and audiences interested in experiencing original, locally created music.

iv. How will the activity, project or event be promoted? Please describe and include any links to social media accounts or relevant websites or organizations (maximum 250 words):

This project will be promoted through a combination of social media, local networks, and community partnerships to effectively reach participants and audiences in Sault Ste. Marie.

Promotion will primarily take place through social media platforms, including Instagram and Facebook, using the artist's existing accounts and local community groups. Content will include workshop announcements, registration details, and updates leading up to the showcase event. Visual materials such as posters and digital graphics will be created to support outreach and engagement.

The project will also be promoted through community based channels, including local arts organizations, word-of-mouth, and existing connections within the music and creative community. The venue, The Art Hub, will be engaged as a promotional partner where possible, helping to share information through its own networks and audience.

Additional outreach may include sharing information through local bulletin boards, community spaces, and relevant online event listings to broaden visibility.

v. What age does the activity, project, or event look to reach? (Select all that apply):

- ☐ 0-18
- ☑ 19-34
- ☑ 35-59
- ☑ 60-75
- ☑ 76+

vi. What is the estimated attendance or viewership of the activity, project and/or event?

- ☑ 1-50
- ☑ 51-100
- ☐ 101-250
- ☐ 251-500
- ☐ 501-1,000
- ☐ 1,001-2,500
- ☐ 2,501+

vii. What is the estimated number of participants directly involved in the implementation/execution of the proposed activity, project and/or event (including staff, volunteers, participating artists, etc.)?

- [x] 1-10
- [ ] 11-25
- [ ] 26-50
- [ ] 51+

viii. Please provide a brief description of participant composition (maximum 150 words):

Participants will consist of 6–8 adult residents of Sault Ste. Marie with an interest in songwriting and creative expression. The group is expected to include beginner to intermediate individuals, with a range of musical backgrounds, including those with little or no formal training.

The workshop environment is designed to be inclusive and supportive, allowing for a mix of experiences and skill levels while encouraging collaboration and peer learning. Participants may include individuals who are new to music creation, as well as those looking to further develop existing songwriting skills in a structured setting.

The project will also include a local guest songwriter who will contribute to the workshop series and final showcase, providing additional mentorship, artistic

Section 5: Existing In-kind & Previous Funding

Applicants who are requesting **any** other type of financial or in-kind assistance from the City (all departments) as part of their activity, project and/or event must ensure that it is included in the ACAP Application Budget Template.

i. Has the applicant received ACAP funding or any other City of Sault Ste. Marie municipal cultural financial assistance in the past?

- [ ] Yes
- [x] No

Section 6: Project, Activity/Event Budget

i. Please download, complete, and attach a copy of the ACAP Application Budget Template.

Please show how ACAP funding will be used if the Applicant's request is approved. Please include all cost categories, both eligible and ineligible, for each of the components/items of the activity, project and/or event, all expected funding sources and type of funding (grant, in- kind, cash, etc.).

Section 7: Authorization

I, Joseph Kargiannakis (Name of Artist Applicant) attest that all information contained in this application, agree to fulfill the responsibilities for all activity, project and/or event deliverables contained therein and/or agreed to by the Cultural Vitality Committee and the City of Sault Ste. Marie. This application will act as a contract between the City of Sault Ste. Marie and the Applicant should the application be successful.



Signature March 27, 2026 Date

Completed applications and supporting documentation may be submitted by email to:

a.moore@cityssm.on.ca
Subject Line: Cultural Financial Assistance Application – Attention: Arts and Culture Lead

Completed applications may be submitted by mail or in person to:

Community Development and Enterprise Services
Attention: Arts and Culture Lead
99 Foster Drive
Civic Centre
Sault Ste. Marie, ON
P6A 5X6

Cost Category (Types of Expenses for Project) - Add/delete rows as needed	Eligible Project Costs (Refer to ACAP Guidelines for Details)	Ineligible Project Costs (Refer to ACAP Guidelines for Details)	Funding Source (ACAP, Cash, Other Gov. Funders, Sponsors, etc.)	Funding Type (Grant, Cash, In-kind, etc.)	Quotes/Estimates (Links where applicable)
Operational Costs					
Space Rental (Art Hub)	400		ACAP		
Materials & Supplies Costs					
Promo Materials/Supplies	100		ACAP		
Refreshments for Showcase	100		ACAP		
Equipment Costs					
Equipment Rental for Showcase	250		ACAP		
Artist Fees					
Guest Songwriter Honorarium	200		ACAP		
Workshop Facilitation (8 hours)	480		ACAP		
Workshop Prep (8 hours)	480		ACAP		
Admin Tasks (3 hours)	180		ACAP		
Set-up/Tear Down Showcase (4 hours)	240		ACAP		
Other Costs					
Total Costs	$ 2,430.00	$ 0.00			
Total Project Costs:	$ 2,430.00				

Application Project Plan Template

Name of Applicant: Joseph Kargiannakis

Intake/Date: Joseph Kargi

Page 1**of**

Activity	Start Date of Activity (M/Y)	End Date of Activity (M/Y)	Description/ Notes
Project Planning and Coordination	06/26	07/26	Finalize workshop structure, confirm guest songwriter, coordinate with The Art Hub, and prepare materials for delivery and marketing
Promotion and Participant Registration	07/26	07/26	Promote workshops through social media, community networks, and local partnerships. Recruit and confirm 6–8 participants.
Workshop 1: Songwriting Fundamentals	08/26	08/26	Introduction to songwriting, including lyric development, themes, and basic structure in a supportive group setting.
Workshop 2: Melody and Structure	08/26	08/26	Explore melody creation, chord progressions, and song structure, building on concepts from the first session.
Workshop 3: Song Development	08/26	08/26	Participants refine their songs with guidance and feedback, preparing pieces for presentation at the showcase.
Showcase Prep	08/26	08/26	Coordinate event logistics, finalize participant pieces, arrange equipment, and prepare performance space.
Public Showcase Event	08/26	08/26	Host a live community showcase at The Art Hub featuring original songs created during the workshops.
Project Wrap-Up and Evaluation	08/26	09/26	Collect participant feedback, reflect on outcomes, and complete final administrative tasks.

Individual Artist Application Form
Arts & Culture Assistance Program
Corporation of the City of Sault Ste. Marie

Early intake submission deadline: **Last Friday in October** of each calendar year by 4:30pm EST

Late intake submission deadline: **Last Friday in March** of each calendar year by 4:30pm EST

Applications That are Incomplete or Missing Supporting Documentation Will Not be Accepted or Eligible for Review

In addition to this completed application, the following documents are to be formatted as described in the Application Process section of the ACAP Guidelines and submitted as attachments:

- Artist Curriculum Vitae/Resume/Biography
- Links to artist social media accounts or websites (if applicable)
- Documentation/support material of past projects that would show the Applicant's ability to successfully undertake and complete the proposed project
- ACAP Project Plan Template
- ACAP Application Budget Template
- Quote documents for small capital/equipment purchases and/or print materials (if applicable)

Section 1: Artist Information

i. Artist Formal Name:
Katrina Thibodeau

ii. Artist Practicing Name:
Katrina Thibodeau

iii. Artist Mailing Address and Postal Code:
317 Wellington Street West P6A 1H9

iv. Artist Contact Information (Phone Number, Email Address):

Email: info@thibodeauart.com

v. Please provide an artist's statement or general statement about your work (maximum 500 words):

Katrina Thibodeau is a contemporary realism artist based in Sault Ste. Marie, Ontario, working primarily in oil portraiture. Her practice focuses on capturing raw human emotion through highly detailed, hyperrealistic imagery that invites viewers into a space of vulnerability, reflection, and connection.

At the core of her work is an exploration of emotional experience. Katrina creates with the intention of encouraging people to feel, to confront and move through emotion rather than suppress it. Her work reflects themes of mental health, resilience, and the human condition, offering both a mirror and a point of release for the viewer. By isolating her subjects and minimizing distraction, she draws attention to subtle expression and internal depth.

Katrina is a self-taught artist who has spent over a decade refining her technical skillset across both fine art and tattooing. Her background in tattooing informs her precision, discipline, and ability to render highly realistic detail, which she translates into her oil painting practice.

Her work has been exhibited locally and internationally, including a solo exhibition at the CICA Museum in Seoul, South Korea, along with group exhibitions across Canada and Europe. She has received recognition through international competitions and publications, contributing to her growing presence within the contemporary realism field.

Katrina has also been commissioned by the City of Sault Ste. Marie to create public mural work, contributing to community art initiatives and placemaking efforts within the city. In addition to her public work, she has completed multiple indoor and outdoor murals for local businesses. Her work has been featured in local media and city-led marketing initiatives, supporting tourism and community engagement through public art.

vi. Please indicate the artist's discipline of focus:
Visual arts, performing arts, media arts, literary arts, multi & interdisciplinary arts, heritage arts, public art, other, and description (maximum 50 words):

Visual Arts – Contemporary realism painting with a focus on hyperrealistic oil portraiture and community-based arts mentorship.

Section 2: Type of Grant & Funding Amount Request

Applicants may choose one grant stream that best supports their project needs and objectives. **Please refer to the ACAP Guidelines.**

Please select only one:

Small Project Grant ☑

Cultural Diversity Grant ☐

ACAP Request Amount ($) 2999

Section 3: Description of Activities, Projects and Events

Please download, complete and include as an attachment the completed ACAP Application Project Plan Template for the proposed activity, project and/or event.

i. Project Name or Working Title:
Accessible Realism Painting & Mentorship Program

ii. Activity/Project and/or Event **Start Date:**
July 2026

iii. Activity/Project and/or Event **End Date:**
March 2027

iv. Activity/Project and/or Event Location -
(Physical address or for virtual projects/programming/events please include links to websites, social media etc. where programming will take place/be present, maximum 50 words):

Discover the Canvas Studio, Sault Ste. Marie, ON, with training component taking place in Mexico (Mexico City or Querétaro), dates to be confirmed upon registration. https://www.discoverthecanvas.com/ https://www.instagram.com/fabiano_millani/ https://www.millani.art/

v. Please describe the proposed activity, project, and any relevant goals or objectives (maximum 750 words)

This project is a combined professional development and community engagement initiative designed to increase access to arts education and strengthen public art capacity within Sault Ste. Marie.

The primary outcome of this project is the delivery of a free painting and mentorship program for emerging artists, with a focus on youth and individuals who may not otherwise have access to formal arts training. The program will consist of a series of 4 – 6 classes, each three hours in length, followed by ongoing mentorship support.

The classes will focus on realism-based painting techniques, including colour theory, material handling, composition, and detailed rendering. Participants will develop both technical skills and creative confidence, with guidance tailored to their individual level and goals.

To support the successful delivery of this program, I will undertake advanced, in-person training with internationally recognized hyperrealist artist Fabiano Millani. Having previously completed two of his online courses (approximately 20 hours total), I experienced a significant transformation in my understanding of colour, application, and detail. This training opportunity will allow me to further develop these skills at a higher level through direct, hands-on instruction. Workshop dates are scheduled on a rolling basis and released approximately 1 – 2 months in advance; participation will align with funding timelines following approval.

The knowledge gained through this training will be directly transferred into the community program, ensuring participants receive a high standard of instruction that is not widely available within the region.

In addition to community impact, this project supports the development of local capacity for public art. As the City of Sault Ste. Marie continues to expand its public art initiatives, there is an opportunity to invest in local artists who can contribute to

vi. How does this activity, project, or event support the current Community Culture Plan? Please select all community programs and impact priorities that the project supports.

☑ Complement and support existing City initiatives, plans and projects and contribute effectively to the development of arts, culture and heritage in Sault Ste. Marie

☑ Contribute to the economic and social diversity of Sault Ste. Marie through the development of arts, culture and heritage products and tourism

☑ Promote effective, meaningful, and equitable community engagement and consultation processes

- [x] Provide mentorship and participatory opportunities for youth, diverse, and historically underrepresented groups in the community
- [x] Increase organizational capacity and sustainability of local art organizations, collectives, and artists (including Applicants)
- [x] Provide professional development opportunities for emerging and professional arts, culture, and heritage practitioners (including Applicants)
- [x] Fosters community connections, partnerships and networks
- [ ] Provides opportunities for volunteerism
- [x] Significantly contributes to the quality of life and sense of identity in Sault Ste. Marie

Please explain these selections (750 words maximum):
This project aligns directly with the City of Sault Ste. Marie's Community Culture Plan , particularly its focus on increasing youth engagement, reducing barriers to participation, and strengthening mentorship opportunities within the arts.

The plan identifies the importance of engaging youth early through arts and culture as a way to build skills, foster connection, and support long-term community retention.

This project responds to those priorities by providing free, accessible arts education and mentorship opportunities for emerging artists, with a focus on youth and individuals who may not otherwise have access to formal training.

By removing financial barriers and offering ongoing mentorship, the program supports the City's goal of improving access to arts and culture while creating meaningful opportunities for skill development, creative expression, and community connection.

Additionally, the project aligns with ACAP priorities by providing mentorship and participatory opportunities for youth and underrepresented groups, while contributing to the long-term development and sustainability of the local arts sector.

The project also supports long-term sustainability by developing local talent. As the City expands public art initiatives, investing in local artists ensures that projects reflect community identity while reducing reliance on external artists.

Through mentorship and skill-sharing, this project strengthens the local arts network and creates pathways for emerging artists to grow within the community.

Having already contributed to public art projects within the city, this training represents a natural next step in expanding the quality and scale of work I am able to produce locally.

vii. What are the benefits to audiences, participants, and/or the community of Sault Ste. Marie that are intended upon successful completion and implementation of this activity, project or event? (500 words maximum):

This project provides direct and meaningful benefits to participants and the broader Sault Ste. Marie community by increasing access to arts education and fostering local creative development.

The primary benefit is the delivery of a free, structured painting and mentorship program for emerging artists. By removing financial barriers this initiative creates access for individuals, particularly youth and those facing economic limitations, who may not otherwise have the opportunity to develop their artistic skills in a formal setting.

Participants will gain foundational and intermediate skills in realism painting, including colour theory, composition, and technical execution. Beyond technical training, the program also supports confidence-building, creative expression, and personal development. For youth participants, access to creative outlets can be especially impactful, providing structure, purpose, and a constructive form of self-expression. This supports

The mentorship component extends the impact beyond the classroom, offering ongoing guidance and support that encourages continued artistic growth. This helps build long-term engagement in the arts and fosters a sense of belonging within the creative community

viii. If ACAP funding for this activity, project, or event is approved, please describe what the applicant considers to be successful implementation of the project. How will success be measured (maximum 250 words):

The success of this project will be measured through both participation outcomes and longer-term impact.

Short-term success indicators include:

Delivery of 4 – 6 structured classes as planned
Participation of approximately 6 – 8 emerging artists
Completion of individual artworks by participants
Positive participant feedback regarding skill development and experience

Participant engagement and progress will be observed throughout the program, including improvement in technical ability, confidence, and understanding of materials and techniques.

Long-term success will be measured through:

Continued engagement of participants in artistic practice
Ongoing mentorship interactions beyond the program

Section 4: Marketing

i. What audiences do the proposed activity, project and/or event look to reach?

Select all that apply:

- [x] Local (within the Municipality)
- [x] Regional (within Algoma)
- [ ] Tourism (those who will travel)
- [ ] Other (Please describe)

ii. Please describe the items selected (250 words maximum):

The primary audience for this project is local emerging artists within Sault Ste. Marie, particularly youth and individuals who may face financial barriers to accessing arts education.

The program is designed for participants aged 14 and older with a basic or foundational knowledge in art. It is especially relevant for individuals seeking skill development, mentorship, and guidance in realism-based painting techniques.

While the primary focus is local, the program may also attract participants from the broader Algoma region due to the limited availability of structured, hands-on painting instruction in the area.

The initiative prioritizes accessibility and inclusivity, ensuring that individuals who may not otherwise be able to afford classes have the opportunity to participate. This includes youth, emerging artists, and individuals seeking creative outlets and personal development.

While direct participation in the program is intentionally kept to a small group size to

iii. Please describe any specific audiences that are intended to be reached with the activity, project or event (150 words maximum):

Youth (ages 14+) interested in developing artistic skills
Emerging artists seeking technical training and mentorship
Individuals facing financial barriers to arts education
Community members interested in creative expression and skill development

Priority will be given to applicants who demonstrate both interest and need, while maintaining an inclusive and open application process.

iv. How will the activity, project or event be promoted? Please describe and include any links to social media accounts or relevant websites or organizations (maximum 250 words):

The program will be promoted through a combination of digital outreach, community partnerships, and local networks.

Promotion will include:

Social media announcements through Instagram and Facebook (Discover the Canvas Studio and personal artist accounts)
Outreach to local organizations and community groups, including youth-focused and arts-related organizations
Word-of-mouth and direct outreach within the existing arts community
Potential collaboration with local initiatives such as Sault Pride and community organizations

An application-based intake process will be used to manage participation and ensure accessibility for those who would benefit most from the program. The program will be promoted through inclusive community networks and spaces that support diverse and underrepresented artists.

v. What age does the activity, project, or event look to reach? (Select all that apply):

- [x] 0-18
- [x] 19-34
- [x] 35-59
- [ ] 60-75
- [ ] 76+

vi. What is the estimated attendance or viewership of the activity, project and/or event?

- [x] 1-50
- [ ] 51-100
- [ ] 101-250
- [ ] 251-500
- [ ] 501-1,000
- [ ] 1,001-2,500
- [ ] 2,501+

vii. What is the estimated number of participants directly involved in the implementation/execution of the proposed activity, project and/or event (including staff, volunteers, participating artists, etc.)?

- [x] 1-10
- [x] 11-25
- [ ] 26-50
- [ ] 51+

viii. Please provide a brief description of participant composition (maximum 150 words):

Participants will consist of approximately 8-10 emerging artists from Sault Ste. Marie and surrounding areas. The group will include a mix of youth and adults with beginner to intermediate skill levels.

The program will prioritize accessibility, with a focus on individuals who may not otherwise have access to formal arts training. Participants will be selected through an application process that considers both interest and potential benefit.

Section 5: Existing In-kind & Previous Funding

Applicants who are requesting **any** other type of financial or in-kind assistance from the City (all departments) as part of their activity, project and/or event must ensure that it is included in the ACAP Application Budget Template.

i. Has the applicant received ACAP funding or any other City of Sault Ste. Marie municipal cultural financial assistance in the past?

- [ ] Yes
- [x] No

Section 6: Project, Activity/Event Budget

i. Please download, complete, and attach a copy of the ACAP Application Budget Template.

Please show how ACAP funding will be used if the Applicant's request is approved. Please include all cost categories, both eligible and ineligible, for each of the components/items of the activity, project and/or event, all expected funding sources and type of funding (grant, in- kind, cash, etc.).

Section 7: Authorization

I, Katrina Thibodeau (Name of Artist Applicant) attest that all information contained in this application, agree to fulfill the responsibilities for all activity, project and/or event deliverables contained therein and/or agreed to by the Cultural Vitality Committee and the City of Sault Ste. Marie. This application will act as a contract between the City of Sault Ste. Marie and the Applicant should the application be successful.

_____Signature 3/27/2026 _____Date

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Attention: Arts and Culture Lead
99 Foster Drive
Civic Centre
Sault Ste. Marie, ON
P6A 5X6

Cost Category (Types of Expenses for Project) - Add/delete rows as needed	Eligible Project Costs (Refer to ACAP Guidelines for Details)	Ineligible Project Costs (Refer to ACAP Guidelines for Details)	Funding Source (ACAP, Cash, Other Gov. Funders, Sponsors, etc.)	Funding Type (Grant, Cash, In-kind, etc.)	Quotes/Estimates (Links where applicable)
Operational Costs					
Program development + coordination	500.00		applicant	in-kind	
Studio Space	300.00		applicant	in-kind	
administrative + promotion	200.00		applicant	in-kind	
Materials & Supplies Costs					
Paints (student use)	600.00		ACAP		
Brushes + tools	300.00		ACAP		
Canvases/panels	500.00		ACAP		
Mediums, solvents, palettes	200.00		ACAP		
Equipment Costs					
Easels (8 units)	600.00		ACAP		Reusable for future programs
Artist Fees					
Fabiano Millani Workshop Fee	800.00		ACAP		
Other Costs					
RT Airfare Toronto - Mexico City	700.00		applicant		
Accommodation 5 days	800.00		applicant		
Meals/Local Transport	500.00		applicant		
Total Costs	$ 6,000.00	$ 0.00	3001 APPLICANT		$2999.00 ACAP
Total Project Costs:	$ 6,000.00				

Application Project Plan Template

Name of Applicant: Katrina Thibodeau

Intake/Date: Katrina Thibodeau

Page 1 **of**

Activity	Start Date of Activity (M/Y)	End Date of Activity (M/Y)	Description/ Notes
Confirm training + travel	July 2026	Aug 2026	Register and attend Fabiano Millani workshop
Skill integration	Aug 2026	Sept 2026	Apply techniques to personal work + prep curriculum
Program development	Sept 2026	Oct 2026	Finalize lesson plans, materials, promotion
Participant recruitment + promotion	Oct 2026	Nov 2026	Open applications, select participants
Program delivery	Nov 2026	Dec 2026	Deliver 4 – 6 classes
Mentorship phase	Dec 2026	Feb 2027	Ongoing participant support + feedback
Evaluation + reporting	Feb 2027	Mar 2027	Gather feedback + document outcomes

Kat Thibodeau – Thibodeau Art | Contemporary Artist

EXHIBITIONS + FEATURES

PAST EXHIBITIONS:

Art on Loop - Immersive Experience - Art Exhibition, THE HOLY ART GALLERY, Toronto, Canada. Dec 16 to 18 2024.

Solo Exhibition, 'Segments of Healing', CICA Museum, Seoul, South Korea. Apr 26 to Apr 30 2023.

Alchemy Exhibition by Create! Magazine. Virtual Gallery. April 21, 2023.

Visions of Self 2023. Metta Gallery, Online Art Shows & Exhibitions. Won 3rd place, for 'Untitled'.

2023 International Juried Oil Painting Group Online Exhibition, Camelback Gallery. Feb 8 to Feb 10 2023. Finalist, and won a Merit Award.

Night of Contemporary, Group Exhibition, World of Crete, Chania, Greece. Oct 1 to 4 2022.

FEMINA 2022, Gallerium, Group Exhibition, Toronto, Ontario, Canada. Mar 8 to Apr 8 2022.

YICCA Competition Finalist, LUCIANA MATALON FOUNDATION, Milan, Italy. Jan 15 to 29 2022. (Only Canadian artist selected).

Contemporary II, Boomer Gallery, London, United Kingdom. Dec 17 to Dec 23 2021.

Solo Exhibition, The Art Gallery of Algoma, Sault Ste. Marie, Canada. Mar to Sep 2021.

Ontario Society of Artists Opened Juried Exhibition, Toronto, Canada. Nov 4 to Dec 31 2020.

UPCOMING EXHIBITIONS:

CURRENT EXHIBITIONS:

Downtown Call for Artists, Sault Ste. Marie, Canada. Oct to Present (ongoing).

FEATURES + PUBLICATIONS + AWARDS:

Thoughts on Public Art, Article on Soo Today, Sault Ste. Marie, Canada. 2026.

Jackson's Art Prize, Extended Longlist, 2026.

Public Art, Article on Soo Today, Sault Ste. Marie, Canada. 2026.

Artist Winner, 39th Chelsea International Fine Art Competition, Agora Gallery, New York, USA, August 2025.

Artist Feature, Artist Talk Magazine, Issue 28, November 2023.

Artist Feature, LEONARDO Art Guide 2023, 13th Edition.

Artist Interview, Create! Magazine, Published October 2022.

Mural Artist Announcement, Article on Soo Today, Sault Ste. Marie, Canada.

Artist Segment Video, Shaw Spotlight, Shaw Canada.

Artist Profile + Art Feature, Create! Magazine, Spring 2022 Edition.

Art Publication, ModPortrait 2021/2022, Featuring 'Restrained', Barcelona, Spain.

First International Solo Exhibition Piece, Article on Soo Today, Sault Ste. Marie, Canada.

Instagram Live Interview with Journalist/Writer Ann Lee Boschetto

International Exposure Piece, Article on Soo Today, Sault Ste. Marie, Canada.

Artist Feature, YICCA Contemporary Competition Press Release and Publication, Pages 40-42, Milan, Italy.

Artist Feature, Boomer Magazine, Second Edition, London, United Kingdom.

Featured Article, Canadian National Art Platform, Culture Days.

Letter of Invitation / Confirmation of Participation

March 23, 2026

To Whom It May Concern,

I am writing to confirm that Katrina Thibodeau has been accepted to participate in a professional training opportunity led by Fabiano Millani.

Katrina is invited to attend an upcoming painting workshop in Mexico (Mexico City or Querétaro), with final dates and location to be confirmed upon registration.

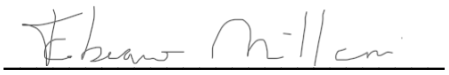
These workshops are designed as intensive, hands-on training experiences focused on advanced techniques in hyperrealistic oil painting, including material preparation, colour mixing, and the development of highly detailed portrait work.

Katrina Thibodeau is a practicing contemporary realism artist with international exhibition experience, and this opportunity will support the continued development of her technical skills and artistic practice. Her participation aligns well with the level and intent of my instruction.

Should you require any additional information, please feel free to contact me.

Sincerely,

Fabiano Millani
fabianomillani@gmail.com
https://www.millani.art

Signature: 

Early intake submission deadline: **Last Friday in October** of each calendar year by 4:30pm EST

Late intake submission deadline: **Last Friday in March** of each calendar year by 4:30pm EST

Applications That are Incomplete or Missing Supporting Documentation Will Not be Accepted or Eligible for Review

In addition to this completed application, the following documents are to be formatted as described in the Application Process section of the **ACAP Guidelines** document and submitted as attachments:

- List of Organizing or Collective Members and their contact information
- Applicant(s) Curriculum Vitae/Resume/Biography
- Links to artist social media accounts or websites (if applicable)
- Documentation/support material of past projects that would demonstrate the Applicant's ability to successfully undertake and complete the project
- ACAP Project Plan Template
- ACAP Application Budget Template
- Quote documents for small capital/equipment purchases and/or print materials (if applicable)

Section 1: Organization Information

i. Organization/Collective Name:
Latino Arts Centre Advancing Sociocultural Awareness - LA CASA

ii. Organization/Collective Address:
202-1046 Peoples Rd. Sault Ste. Marie, ON, P6C 3W2

iii. Organization/Collective Contact Information: (Phone Number, Email Address)
Email: lacasassm2024@gmail.com
Cell: 647-234-9210

iv. Organization/Collective Contact Person & Alternative Contact Person (if applicable):

Name	Noemi Ontiveros
Title/Contact Info	President

Name	Luis Moreno
Title/Contact Info	President

v. Please briefly describe the Organization or Collective's mandate, goals, and objective (maximum 250 words):

LA CASA – Latino Arts Centre Advancing Sociocultural Awareness is a community-driven collective founded in March 2024 to create an inclusive and welcoming space for the expression, celebration, and sharing of Latin American culture in Sault Ste. Marie. Rooted in the lived experiences of a diverse group of Latin Americans, including newcomers, long-time residents, and Canadian-born individuals, LA CASA reflects a shared commitment to building community, fostering belonging, and strengthening cultural identity in Northern Ontario.
Our mandate is to provide an open and accessible platform where artists, families, and community members can gather to celebrate culture through arts, music, dance, food, and storytelling. We aim to bridge cultural gaps by creating opportunities for both Latin American and non-Latin American residents to connect, learn, and engage in meaningful cultural exchange.
LA CASA's goals focus on empowering artists of all ages and backgrounds, increasing visibility of Latin American cultures, and supporting community integration for newcomers. Through partnerships with local organizations, participation in city-wide events, and volunteer-driven initiatives, we strive to contribute to a more inclusive and vibrant cultural landscape.
Our objectives include developing consistent cultural programming, expanding community partnerships, and creating sustainable opportunities for artistic expression. At its core, LA CASA is about creating a space where people feel

vi. Please indicate the organization or collective's discipline of focus:
Visual arts, performing arts, media arts, literary arts, multi & interdisciplinary arts, heritage arts, public art, other, and description (maximum 50 words):

LA CASA focuses on multidisciplinary artistic expression, including music, dance, visual arts, and cultural heritage practices. It brings together artists and community members to share and preserve Latin American traditions while fostering intercultural dialogue and inclusive public engagement through community-based programming and events.

Section 2: Type of Grant & Funding Amount Request

Applicants may choose one grant stream that best supports their project needs and objectives. **Please refer to the ACAP Guidelines.**

Please select only one:

Small Project Grant	☑
Cultural Diversity Grant	☐
Seed Funding	☐

Total Request Amount ($) 2,999.00

Section 3: Description of Activities, Projects and Events

Please download, complete and include the completed ACAP Application Project Plan Template for the proposed activity, project and/or event as an attachment.

i. Project Name or Working Title:
Latin Fest 2026 by LA CASA

ii. Activity/Project and/or Event **Start Date:**
Saturday, August 29, 2026, at 12:00 pm

iii. Activity/Project and/or Event **End Date:**
Saturday, August 29, 2026, at 8:00 pm

iv. Activity/Project and/or Event Location:

(Physical address or for virtual projects/programming/events please include links to websites, social media etc. where programming will take place/be present, maximum 50 words)

Roberta Bondar Pavilion, 65 Foster Dr, Sault Ste. Marie, ON P6A 5N1

v. Please describe the proposed activity, project, event and any relevant goals or objectives (maximum 750 words):

LA CASA proposes to deliver its first Latin Fest, a free, full-day cultural festival at the Roberta Bondar Pavilion in Sault Ste. Marie. This project is rooted in LA CASA's mandate to create inclusive spaces where Latin American culture can be expressed, shared, and celebrated, while also contributing to the broader cultural life of the city. Latin Fest will transform a central public space into a vibrant cultural hub featuring interdisciplinary programming that brings together performing arts, visual arts, food, and community engagement. The festival will showcase local and regional artists representing a wide range of Latin American countries, highlighting the diversity of traditions, languages, and artistic expressions that exist across the region. Programming will include live music, traditional and contemporary dance performances, instrumental showcases, and interactive activities such as Salsa, Zumba, and Line Dancing lessons, encouraging attendees to actively participate in the experience.

A key component of the event is the creation of an art corridor that will feature local visual artists and artisans from Sault Ste. Marie and the surrounding area. This space will provide opportunities for artists to exhibit and sell their work, while also contributing to the activation of public space through accessible, temporary public art. Local food vendors will also be present, offering culturally significant dishes that enhance the overall experience and support small businesses.

Latin Fest is intentionally designed to be inclusive and community-driven. LA CASA will conduct an open artist call through its social media platforms and local outreach channels, inviting artists of all ages, backgrounds, and experience levels to participate. This approach ensures that the festival reflects the voices and talents of the community while providing opportunities for emerging artists to gain experience and visibility.

The event will also prioritize meaningful partnerships and community engagement. Local organizations and service providers, including the Sault Ste. Marie Local Immigration Partnership, Algoma Public Health, and employment agencies, will be invited to participate by hosting information booths. This creates a space where attendees, particularly newcomers and families, can access resources, build connections, and learn about services available in the community.

In recognition of the importance of relationships and respect for the land, LA CASA will

vi. How does this activity, project, or event support the current Community Culture Plan? Please select all community programs and impact priorities that the project supports.

☑ Complement and support existing City initiatives, plans and projects and contribute effectively to the development of arts, culture and heritage in Sault Ste. Marie

☑ Contribute to the economic and social diversity of SSM through the development of arts, culture, and heritage products and tourism

- [x] Promote effective, meaningful, and equitable community engagement and consultation processes
- [x] Provide mentorship and participatory opportunities for youth, diverse, and historically underrepresented groups in the community
- [x] Increase organizational capacity and sustainability of local art organizations, collectives, and artists (including Applicants)
- [x] Provide professional development opportunities for emerging and professional arts, culture, and heritage practitioners (including Applicants)
- [x] Fosters community connections, partnerships and networks
- [x] Provides opportunities for volunteerism
- [x] Significantly contributes to the quality of life and sense of identity in Sault Ste. Marie

Please explain these selections (750 words maximum):

Latin Fest directly supports the priorities of the Sault Ste. Marie Community Culture Plan by strengthening the city's cultural landscape through inclusive, community-driven programming, aiming to represent more than 20 diverse countries, including Canada. The event complements existing City initiatives by activating a central public space, like the Roberta Bondar Pavilion, with accessible arts and cultural experiences, contributing to the continued development of a vibrant and diverse cultural sector.

The project contributes to both the economic and social diversity of Sault Ste. Marie by showcasing Latin American culture as part of the city's broader cultural mosaic. By attracting 400 to 500 attendees, including residents and visitors, Latin Fest supports cultural tourism, provides opportunities for local vendors and artists to generate income, and enhances the city's appeal as an inclusive destination.

Community engagement is at the core of Latin Fest. The event is built through ongoing consultation and collaboration with local artists, cultural groups, and community organizations such as the Local Immigration Partnership and other service providers. This ensures that programming reflects the needs and interests of diverse communities while remaining open and accessible to all.

Latin Fest also creates meaningful opportunities for youth, newcomers, and historically underrepresented groups, including newcomers, to participate as performers, volunteers, and organizers. Through open artist calls and community outreach, the project provides mentorship and encourages artistic expression across generations and cultural backgrounds.

The initiative strengthens organizational capacity by building on LA CASA's volunteer base, governance structure, and partnerships, while also creating opportunities for professional development. Artists gain experience performing in public settings, connecting with audiences, and collaborating across disciplines.

Finally, Latin Fest fosters strong community connections by bringing together artists, organizations, and residents in a shared cultural experience. It promotes volunteerism, builds networks, and contributes to a stronger sense of identity, pride, and belonging to Sault Ste.

vii. What are the benefits to audiences, participants, and/or the community of Sault Ste. Marie that are intended upon successful completion and implementation of this activity, project or event? (500 words maximum):

Latin Fest, at its core, responds to a growing need within the city for spaces where cultural diversity is not only acknowledged but actively celebrated and shared. For audiences, Latin Fest removes common barriers to arts and culture participation by offering a free, full-day event at the Roberta Bondar Pavilion. This ensures that individuals and families from all socio-economic backgrounds can attend and engage. The event is intentionally interactive. Attendees are invited to participate in Salsa, Line Dancing, and Zumba lessons, engage with artists, explore visual art displays, and experience live performances. This approach shifts audiences from passive observers to active participants, creating a deeper and more memorable connection to the arts.
For Latin American residents, newcomers, and historically underrepresented groups, Latin Fest provides something more profound. It offers a visible and affirming platform to celebrate identity, language, and tradition in a public space. Many newcomers arrive in Sault Ste. Marie seeking opportunity, yet often lack culturally relevant spaces to express themselves or connect with others who share similar experiences. Latin Fest addresses this gap by creating a sense of home away from home. It strengthens social inclusion, reduces isolation, and supports mental and emotional well-being by fostering pride, recognition, and community connection.
For artists, performers, and cultural practitioners, the festival provides valuable professional and creative opportunities. Local and regional artists are given a platform to showcase their work to new and diverse audiences, increasing their visibility and

viii. If ACAP funding for this activity, project or event is approved, please describe what the applicant considers to be successful implementation. How will the applicant measure success? (maximum 250 words):

Successful implementation of Latin Fest will be defined by its ability to deliver a well-organized, inclusive, and high-quality cultural event that is accessible to all members of our community and reflective of LA CASA's mandate. A key indicator of success will be strong community participation, with an anticipated attendance of 400 to 500 individuals from diverse backgrounds, including families, children, newcomers, youth, and long-time residents of the Sault.
LA CASA will measure success through both quantitative and qualitative outcomes. Quantitative measures will include attendance numbers, the number of artists and performers engaged, volunteer participation, and the level of involvement from community partners and vendors. We will also track social media engagement and post-event interest in future programming as indicators of community impact and growth.
Qualitative measures will focus on participant and audience experience. Feedback will be gathered through informal conversations, volunteer debriefs, and post-event surveys where possible. We will assess whether attendees felt welcomed, engaged, and connected to the cultural programming, as well as whether artists felt supported and valued in their participation.
Success will also be measured by the strength of partnerships developed and the

Section 4: Marketing

i. What audiences do the proposed activity, project and/or event look to reach?

Select all that apply:

Local (within the Municipality) ☑	Regional (within Algoma) ☑
Tourism (those who will travel to take part or view) ☑	Other (Please describe) ☐

ii. Please describe the items selected (250 words maximum):

Latin Fest is designed to reach audiences at the local, regional, and tourism levels, with a strong emphasis on cultural connection and community inclusion.
At the local level, the event will primarily engage residents of Sault Ste. Marie by showcasing local artists, performers, and vendors. LA CASA will prioritize opportunities for local talent to present music, dance, visual arts, and cultural expressions, ensuring that the festival reflects the creativity and diversity already present within the city. The event will be free and accessible, encouraging participation from families, youth, newcomers, and long-time residents.
At the Algoma regional level, Latin Fest will intentionally build relationships with First Nations communities across the Algoma region. LA CASA will extend invitations to Batchewana First Nation and Garden River First Nation to open the event in a good way, recognizing the importance of the land and fostering respectful relationships. This approach creates space for cultural exchange and provides an opportunity for newcomers and the broader public to learn about First Nations, their histories, and the importance of Truth and Reconciliation in Canada.

iii. Please describe any specific audiences that are intended to be reached with the activity, project or event (150 words maximum):

Latin Fest is intended to reach a diverse audience that reflects the cultural makeup and growth of Sault Ste. Marie. A primary focus is on Latin American community members, including newcomers, Canadian-born individuals of Latin American descent, and long-time community members who are seeking spaces to express and celebrate their culture and identity.
The event will also engage local artists, youth, and families by providing opportunities to participate in performances, visual arts, and community programming. Particular attention will be given to emerging artists and young people who may not typically have access to platforms that support their creative expression.
Latin Fest will intentionally reach broader community audiences, including residents who may be unfamiliar with Latin American cultures, creating opportunities for cultural exchange and learning. The event will also extend to First Nations communities in the Algoma region through respectful invitations, supporting relationship-building and awareness of Truth and Reconciliation.

iv. How will the activity, project or event be promoted? Please describe and include any links to social media accounts or relevant websites or organizations (maximum 250 words):

Latin Fest will be promoted through a combination of digital outreach, community partnerships, and local media to ensure broad and effective reach across Sault Ste. Marie and the Algoma region.

LA CASA currently operates two active social media platforms, Facebook and Instagram, each designed to reach specific audiences. Facebook is used to engage families, community groups, and local residents, while Instagram targets younger audiences, artists, and culturally engaged users. These platforms will be central to our promotion strategy, featuring artist announcements, event details, and interactive content leading up to the festival.

Our social media efforts are led by an experienced Social Media Coordinator originally from Peru, who brings cultural insight and strong digital engagement skills. In preparation for Latin Fest, LA CASA is also recruiting additional volunteers to support content creation, outreach, and audience engagement, strengthening our overall promotional capacity.

In addition to digital promotion, LA CASA will utilize traditional methods that have proven successful in past events. This includes distributing posters across key locations in the city and working with local media outlets such as SooToday and The Sault Star to increase visibility and reach broader audiences.

We will also leverage our existing partnerships with community organizations, including the Local Immigration Partnership and other local agencies to share event

v. What age does the activity, project or event look to reach? (Select all that apply):

- [x] 0-18
- [x] 19-34
- [x] 35-59
- [x] 60-75
- [x] 76+

vi. What is the estimated attendance or viewership of the activity, project and/or event?

- [ ] 1-50
- [ ] 51-100
- [ ] 101-250
- [ ] 251-500
- [x] 501-1,000
- [ ] 1001-2,500
- [ ] 2,501+

vii. What is the estimated number of participants directly involved in the implementation/execution of the proposed activity, project and/or event (including staff, volunteers, participating artists, etc.)?

☐ 1-10	☐ 26-50
☐ 11-25	☑ 51+

Please provide a brief description of participant composition (maximum 150 words):

Latin Fest will feature a diverse group of participants that reflects both the Latin American community and the broader population of Sault Ste. Marie. Participants will include local and regional artists, performers, and cultural practitioners representing countries such as Mexico, Colombia, Argentina, Bolivia, and across Central & South America, showcasing a wide range of artistic expressions including music, dance, and visual arts .
The event will also include local artisans, food vendors, and community organizations contributing to the overall cultural experience. A dedicated team of over 25 volunteers, supported by LA CASA's Executive Committee, will assist in planning and delivering the event.

Section 5: Existing In-kind & Previous Funding

Applicants who are requesting **any** other type of financial or in-kind assistance from the City (all departments) as part of their activity, project and/or event must ensure that it is included in the ACAP Application Budget Template.

i. Has the applicant organization or collective received ACAP funding or any other City of Sault Ste. Marie municipal cultural financial assistance in the past?

Yes ☐ No ☑

Section 6: Project, Activity/Event Budget

i. Please download, complete, and attach a copy of the ACAP Application Budget Template.

Please show how ACAP funding will be used if the Applicant's request is approved. Please include all cost categories, both eligible and ineligible, for each of the components/items of the activity, project and/or event, all expected funding sources and type of funding (grant, in- kind, cash, etc.).

Section 7: Authorization

As an authorized representative of Latino Arts Centre Advancing Sociocultural Awareness (La Casa) (Organization/Collective Name), I, Luis Moreno (Name of Organization/Collective Contact) attest that all information contained in this application, agree to fulfill the responsibilities for all activity, project and/or event deliverables contained therein and/or agreed to by the Cultural Vitality Committee and the City of Sault Ste. Marie. This application will act as a contract between the City of Sault Ste. Marie and the Applicant should the application be successful.

Luis Moreno Signature March 27, 2026 Date

Completed applications and supporting documentation may be submitted by email to:

a.moore@cityssm.on.ca
Subject Line: Cultural Financial Assistance Application – Attention: Arts and Culture Lead

Completed applications may be submitted by mail or in person to:

Community Development and Enterprise Services
Attention: Arts and Culture Lead
99 Foster Drive
Civic Centre
Sault Ste. Marie, ON
P6A 5X6

Cost Category (Types of Expenses for Project) - Add/delete rows as needed	Eligible Project Costs (Refer to ACAP Guidelines for Details)	Ineligible Project Costs (Refer to ACAP Guidelines for Details)	Funding Source (ACAP, Cash, Other Gov. Funders, Sponsors, etc.)	Funding Type (Grant, Cash, In-kind, etc.)	Quotes/Estimates (Links where applicable)
Operational Costs					
Roberta Bondar Pavilion	450		ACAP		
705 Live (Sound)	1334		LIP		
Security		1000	Sponsorship		
Materials & Supplies Costs					
Posters		100	Sponsorship		
Social Media Advertising		200	Sponsorship		
SooToday Advertising		300	Sponsorship		
Decorations		300	Sponsorship		
Equipment Costs					
Tables & Chairs		300	Sponsorship		
Artist Fees					
Salsa Live Band	2500		ACAP/LIP		
Salsa Instructor	250		ACAP/Sponsorship		
Zumba Instructor	250		ACAP/Sponsorship		
Line Dancing Instructor	250		ACAP/Sponsorship		
Performers Honoraria	600		ACAP		
Volunteers Honoraria		400	Sponsorship		
Travel and Accomodation		1500	Sponsorship		
Other Costs					
Total Costs	5634	4100			
Total Project Costs:	9734				

Latino Fair Event Summary								
Date	31-Aug-24							
Venue	Soo Blaster							
Time	4:00 pm - 11:00 pm							
Agent Ticket Sales					**Vendors**			
Agent	Quantity	Price	Total		Disenño en Orgon	$20.00		
Noemi Ontiveros	20	$10.00	$200.00		Majestic Coffee	$20.00		
Luis Moreno	15	$10.00	$150.00		Karen's Bakery	$20.00		
Maria Osorio	20	$10.00	$200.00		The Dot/Let's Craft	$20.00		
Alma Lopez	3	$10.00	$30.00		Valentina's Jewelry	$20.00		
Lidia Ortega	15	$10.00	$150.00		Shekinah	$0.00	Bought 3 tickets	
Total	73		$730.00		**Total**	**$100.00**		
Day of the event Ticket Sales								
Amount	Online	Cash	Total					
$10.00	14	N/A	$140.00					
$10.00	N/A	1	$10.00					
$15.00	1	N/A	$15.00					
$15.00	N/A	9	$135.00					
Total	**15**	**10**	**$300.00**					
Total Ticket Sales					**Expenses**			
			Soo Blaster		Dollarama (candy)	$43.51	Noemi Ontiveros	
$10.00	88	$880.00	20%	$176.00	Dollarama (games)	$31.64		
$15.00	10	$150.00	20%	$30.00	Dollarama (table cloths)	$9.89	Lidia Ortega	
Total	**98**	**$1,030.00**	**Total**	**$206.00**	**Total:**	**$85.04**		
Summary			**Revenue**					
Ticket Sales	$1,030.00		Input	$1,130.00				
Vendors	$100.00		Output	$291.04				
TOTAL	**$1,130.00**		**TOTAL**	**$838.96**				
Soo Blaster	$206.00							
Expenses	$85.04							
TOTAL	**$291.04**							

LA CASA

PAST EVENTS

- LA CASA Community Event
- Day of the Dead with SSM Public Library 2024
- Day of the Dead with Station Mall 2025
- Latino Fair 2024
- LIP Performances 2024

LA CASA

SOCIAL MEDIA SITES

FACEBOOK
&
INSTAGRAM



Latino Arts Centre Advancing Sociocultural Awareness - La Casa SSM

339 followers · 49 following

Following Message Search

LA CASA's mission is to bring people together, celebrate Latin American heritage, and create a vibrant space where creativity and community thrive. Join us as we connect, educate, and inspire through art, culture, music, dance, sports and more.

Cultural centre



All About Photos Followers Mentions More

Switch into Latino Arts Centre Advancing Sociocultural Awareness - La Casa SSM's Page to start managing it. Switch Now

Details

Not yet rated (0 reviews)

Contact info

lacasassm

LATIN FEST 2026

Latin American Cultural Celebration

Organized by The Latino Art Centre Advancing Sociocultural Awareness “LA CASA”
Roberta Bondar Pavilion, Sault Ste. Marie, ON
August 29, 2026 | 1:00 PM – 8:00 PM

Time	Activity
1:00 – 1:15	Welcome – Luis Moreno, Vice President of LA CASA
1:15 – 1:30	Land acknowledgment
1:30 – 1:45	Opening song and entrance of 23 Latin American flags
1:45 – 2:05	Traditional costume parade
2:05 – 2:20	Remarks by Mayor Shoemaker / Council Member
2:20 – 2:35	First Nation – Traditional songs, dance and music
2:35 – 2:45	Alexia Rodríguez (Mexico) – Regional Mexican song
2:45 – 2:55	Ana Raw & Maya (Argentina) – Traditional dance 'Mi Tierra'
2:55 – 3:10	Diana Anzola (Colombia) – 'Symphonia' (cumbia & salsa)
3:10 – 3:20	Maria & Sarai (Mexico) – Rock Around the Clock
3:20 – 3:30	Constanza, Valentina, Lidia & Rafael – Dance of the Elders
3:30 – 3:40	Mayte Menezes (Ecuador) – Nuestro Juramento
3:40 – 3:50	Rebeca, Maty & Noemi – Latin Zumba 'Acuyuye'
3:50 – 3:55	Giovanna (Ecuador) – Folk dance
3:55 – 4:00	REALSONOLI Group – Mexican folk dance
4:00 – 7:30	Sudbury Performance Group – Live Latin music (salsa, merengue, cumbia, samba)
7:30 – 7:45	Renan Almeida (Brazil) – Saxophone

7:45 – 8:00	Closing remarks and thanks – LA CASA

Latin Music: Salsa, merengue, cumbia, and samba represent the rich cultural diversity of Latin America, blending African, Indigenous, and European roots. These vibrant rhythms inspire dance, connection, and community celebration.

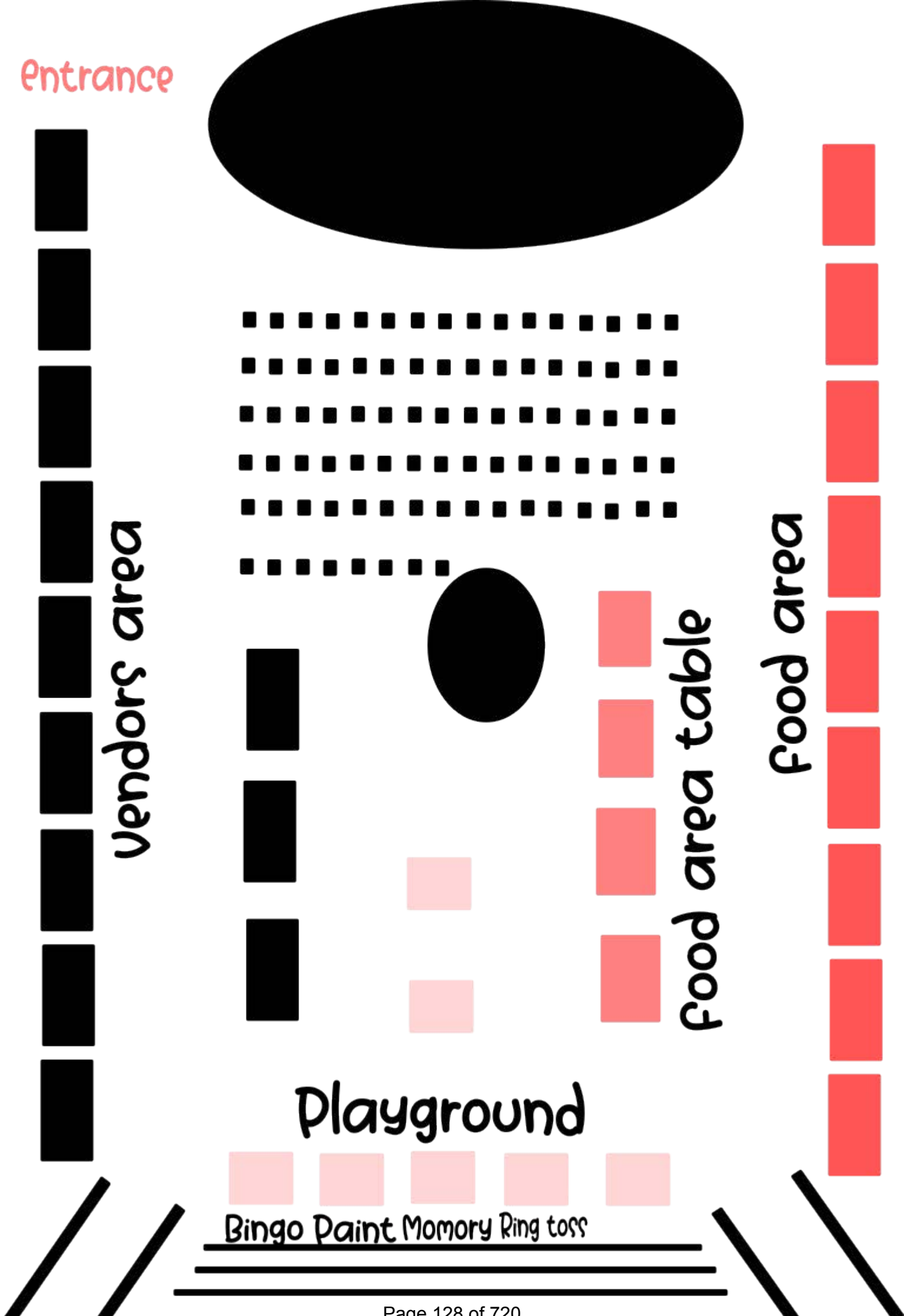
LATIN FEST BY LA CASA CHECKLIST					
Department	**Item**	**Notes**	**Agent**	**Deadline**	**Status**
VENUE	Downtown Plaza	August 29 is available. Date has been placed on hold. Quote received ($45.00)	Luis	**March 14, 2026**	**Completed**
	Roberta Bondar	August 29 is available. Date has been placed on hold. Quote received ($450.00)			**Completed**
	Sound	August 29 is available. Quote received	Luis	**March 14, 2026**	**Completed**
GRANTS	City of SSM	March 27 ACAP Deadline	Luis	**March 27, 2026**	**In Progress**
	LIP	Meeting with LIP on March 17, 2026, 2:30 pm at City Hall. Waiting on response	Luis	**March 18, 2026**	**In Progress**
	Sault College		Luis		**Not Started**
	Algoma University		Luis		**Not Started**
	Sault Career College		Luis		**Not Started**
SPONSORSHIP	Sponsorship Package		Ana	**Completed**	**Completed**
	Sponsorship List		Ana	**Completed**	**Completed**
			Ana		
			Ana		
			Ana		
			Ana		
FINANCE	Draft Budget		Lidia	**Completed**	**Completed**
VENDORS	Arts & Crafts	Created Arts & Craft Vendors List	Alba	**Completed**	**Completed**
	Food Vendors	Created Food Vendors List	Alba	**Completed**	**Completed**
	Agencies	Created Agencies List	Alba	**Completed**	**Completed**
MARKETING	Draft Event Poster	Create a Latin Fest Poster for feedback	Siri	**Completed**	Completed
PROGRAMMING	Draft Programming	Create a detailed draft programming for Sponsorship Package	Noemi	**Completed**	**Completed**
	Salsa Band	Received quote - $2,500.00	Noemi	**Completed**	**Completed**
	Sumba Instructor	Received quote - $300.00	Noemi	**Completed**	**Completed**
	Line Dancign Instructor	Received quote - $300.00	Noemi	**Completed**	**Completed**

Legend
Completed
In Progress
Waiting on information
Not Started

Latin Fest Budget 2026 - Expenses						
Item	**Description**	**Projection**	**Actual**	**Deadline**	**Agent**	**Status**
Sound	705 Live	$1,000.00	$1,334.00	March 14, 2026	Luis	Quote received
Venue	Bondar / Plaza	$1,000.00	$500.00	March 14, 2026	Luis	Quote received
Tables		$100.00			Alba	
Chairs		$100.00			Alba	
Tents		$100.00			Alba	
Decorations		$300.00			Noemi	
Marketing		$300.00			Siri	
Honoraria		1,000.00			Noemi	
Live Band		$3,500.00	$2,500.00		Noemi	
Travel & Accomodation		$1,500.00			Noemi	Pending information
Security		$1,000.00			Alba/Luis	
Miscellaneous		$250.00				
TOTAL		$10,150.00	$4,334.00			

	Latin Fest - VENDOR LIST		
	ARTS AND CRAFT		**FOOD**
1	Stitches by Alma		The sweetest slice
2	Valentina Jewerly		Cornucopia popcorn
3	Majestic Mountain		Tim hortons
4	Mexican artesanal clothes		M&M hotdog booth
5	The sugared wick		Pino's
6	Canela Bath & Body		Burguer Don
7	Origami Owl Custom Jewellery		Giovanni's
8	Face paintung by Dulce		Nova Grillhouse
9	The wooden wick candle co		Sweet bea's cookies
10	Little Northern bowtique		MamaCass Cheesecakes
11	Fallen leaves maple products		40 Below freeze Dried Snacks
12	Lily Garden books		
13	G star tea company		
14	Corkeys apparel		
15	Let's craft		

Playground	
Bingo	Volunteer
Paint	Volunteer
Memory	Volunteer
Ring toss	Volunteer


Entrance
Vendors area
Food area table
Food area
Playground
Bingo Paint Momory Ring toss

La Casa Monthly Report

October - December 2025

Current Balance: $ 536.02

Monthly Summary	
Category	**Total**
Initial Balance:	$ 579.46
Credit	-118.44
Debit	75

Date	Description	Name	Category	Amount	Balance
10/6/2025	LIP Honorarium	Noemi Ontiveros	Withdrawal	-18.84	$ 560.62
10/6/2025	LIP Honorarium	Alma Lopez	Withdrawal	-9.42	$ 551.20
10/6/2025	LIP Honorarium	Noemi Ontiveros	Withdrawal	-52.5	$ 498.70
10/6/2025	LIP Honorarium	Sofia Cardenas	Withdrawal	-9.42	$ 489.28
10/6/2025	LIP Honorarium	Guadalupe Venegas	Withdrawal	-18.84	$ 470.44
10/6/2025	LIP Honorarium	Lidia Ortega	Withdrawal	-9.42	$ 461.02
10/6/2025	LIP Honorarium	Luis Moreno	Transfer	75	$ 536.02

🌟 Latin Fest 2026 – La Casa Private Sponsorship Plan

Latin Fest 2026 celebrates Latin culture, music, dance, and community spirit. We invite local businesses and partners to join us in making this event unforgettable. Your sponsorship helps support performances, cultural activities, family programming, and community engagement.

Below are the sponsorship tiers and the benefits included at each level.

🥇 ORO Sponsor – $1,000 (Gold)

Premium Visibility & Benefits

- **Prime logo placement** on all promotional materials (largest size).
- **Logo on event posters, flyers, banners, and digital ads**.
- **Logo featured on social media, Instagram and Facebook** with a link to sponsor's webpage or social media.
- **Stage recognition / verbal mentions** at the opening, halfway point, and closing of the festival.
- **Dedicated social media post** announcing the sponsor (Facebook, Instagram).
- **Inclusion in all sponsor thank-you posts** before and after the event.
- **Opportunity to display company banner** at the main stage (banner provided by sponsor).
- **Vendor booth included.**
- **Opportunity to provide promotional items** in attendees welcome bags.
- **2 VIP passes** to the featured Latin Show (name band).
- **Certificate of appreciation** presented publicly at the event.

🥈 PLATA Sponsor – $500 (Silver)

Strong Visibility & Engagement

- **Logo on promotional materials** (medium size).
- **Stage recognition / verbal mention** once during the festival.

- **Group social media acknowledgement post**.
- **Option to display company banner** at the secondary area (banner provided by sponsor).
- **Vendor booth included**.
- **Opportunity to add flyers or coupons** to attendee welcome bags.
- **1 VIP pass to the featured show (Band).**
- **Certificate of appreciation**.

🥉 BRONCE Sponsor – $250

Community Presence

- **Logo on posters, flyers, and program materials** (small size).
- **Group acknowledgement on social media**.
- **Stage mention during sponsor roll call**.
- **Opportunity to place promotional materials** on a shared sponsor table.
- **Certificate of appreciation**.

✨ Add-On Opportunities (Optional for any sponsor)

- **Stage banner placement upgrade** – $100
- **Additional vendor booth** – $50
- **Extra VIP passes** – $25 each
- **Co-branding on a major activity zone** (Vendor area, dance zone, food court) – starting at $300

🥇 Oro Sponsorship Letter – $1,000

Subject: Invitation to Become an Oro Sponsor – Latin Fest 2026

Dear [Sponsor Name],

On behalf of **La Casa** and the organizing committee of **Latin Fest 2026**, we are excited to invite you to participate as an **Oro Sponsor** for this year's festival. Latin Fest is one of the region's most vibrant cultural celebrations, bringing together community members for a day of music, dance, food, and heritage.

As an **Oro Sponsor**, your business will receive **premium visibility and recognition** throughout the event, including:

- Prime logo placement on all printed and digital promotional materials
- Recognition on our website with a direct link to your business
- Multiple stage mentions throughout the festival
- A dedicated social media announcement and inclusion in all sponsor highlights
- A complimentary vendor booth space (10x10)
- Opportunity to display your company banner at the main stage
- Four (4) VIP passes
- Opportunity to include promotional items in welcome bags
- Certificate of appreciation presented during the event

Your support at the Oro level directly helps us fund high-quality performers, cultural workshops, and accessible family programming.

We would be honored to partner with you in making Latin Fest 2026 our most successful celebration yet.

Please feel free to reach out with any questions. We look forward to collaborating with you.

Warm regards,
[Your Name]

🥈 Plata Sponsorship Letter – $500

Subject: Invitation to Become a Plata Sponsor – Latin Fest 2026

Dear [Sponsor Name],

We are delighted to extend an invitation for your business to join us as a **Plata Sponsor** for **Latin Fest 2026**, hosted by **La Casa**. This annual celebration showcases Latin culture through music, dance, food, artisan vendors, and community engagement.

As a **Plata Sponsor**, you will enjoy excellent promotional exposure, including:

- Logo placement on printed and digital promotional materials
- Logo featured on our website under sponsor recognition
- One stage mention during the event
- Inclusion in a group sponsor appreciation post on social media
- Vendor booth space (10x10)
- Opportunity to include flyers or coupons in attendee welcome bags
- Two (2) VIP passes
- Certificate of appreciation

Your support at the Plata level helps us provide free cultural programming and ensure the festival remains inclusive and welcoming to all.

We would be thrilled to partner with you and showcase your business to our diverse and energetic audience.

Thank you for considering this opportunity.

Sincerely,
[Your Name]
Latin Fest 2026 – La Casa
[Your Contact Information]

🥉 Bronce Sponsorship Letter – $250

Subject: Invitation to Become a Bronce Sponsor – Latin Fest 2026

Dear [Sponsor Name],

We are pleased to invite your business to participate in **Latin Fest 2026** as a **Bronce Sponsor**. Hosted by **La Casa**, this event brings together families, performers, and community members to celebrate Latin heritage and culture.

As a **Bronce Sponsor**, you will receive meaningful community recognition through:

- Logo inclusion on posters, flyers, and event materials
- Logo listed on the Latin Fest website under sponsor recognition
- Acknowledgment in a group social media post
- Stage recognition during the sponsor roll call
- Opportunity to place promotional materials on the shared sponsor table
- Certificate of appreciation

Your contribution helps ensure the festival remains accessible, engaging, and culturally meaningful for all attendees.

We appreciate your consideration and hope to partner with you for Latin Fest 2026.

Kind regards,
[Your Name]
Latin Fest 2026 – La Casa
[Your Contact Information]

Facebook Post looking for sponsors:

🌟 **CALLING ALL COMMUNITY PARTNERS & LOCAL BUSINESSES!** 🌟
Latin Fest 2026, hosted by **La Casa**, is just around the corner — and we're looking for amazing sponsors to help make this year's celebration our biggest and most colourful yet! 

This vibrant festival brings together families, performers, vendors, and cultural groups for a full day of music, dance, food, and Latin pride. Your support helps us keep the event accessible, family-friendly, and full of unforgettable experiences.

We're offering **three sponsorship levels**:

🥇 **Oro – $1,000 plus**
✨ Premium logo placement
✨ Multiple stage mentions
✨ Dedicated social media promotion
✨ Vendor booth + banner display
✨ VIP passes & more!

🥈 **Plata – $500 - $900**
✨ Logo on event materials
✨ Stage recognition
✨ Vendor booth
✨ Social media shoutouts
✨ VIP passes

🥉 **Bronce – $250**
✨ Logo on posters & website
✨ Social media recognition
✨ Stage mention
✨ Promotional materials on sponsor table

If you or your business would like to be part of this exciting cultural celebration, we'd love to connect!

📩 **Send us a message** or email **[your email]**
📞 **Contact:** [phone number]
🙏 Thank you for supporting culture, community, and diversity!

Let's make **Latin Fest 2026** unforgettable! ❤💛💚

LATIN FEST SPONSORSHIP OPTIONS

✦ Oro/Gold — $1,000 +

Prime Logo Placement| Logo on Posters| Logo on Social Media| Stage Recognition| Social Media Post| Company Banner Displayed| Booth| Promo to attendees| 2 VIP Passes

✦ Plata/ Silver — $500- $900

Logo on Promo Material| Stage Recognition | Group Social Media Post| Banner Displayed| Booth| 1 VIP Pass| Certificate of appreciation

✦ Bronce/ Bronze — $200-$500

Logo on Posters| Group acknowledgement on social media| Stage mention| Promo material on a shared spot| Certificate of appreciation.

✦ Latin Fest by LA CASA ✦

Business Plan: Latino Fest Sault Ste. Marie

Prepared for: La Casa – Latino Arts Centre Advancing Sociocultural Awareness
Proposed Event: Latino Fest Sault Ste. Marie
Proposed Timing: Summer (August) 11:00 a.m. to 8:00 p.m.
Proposed Locations: Downtown Plaza (SooMarket) or Roberta Bondar Pavilion

Executive Summary:

Latino Fest Sault Ste. Marie is proposed as a full-day outdoor cultural festival that celebrates the diversity, creativity, and living traditions of Latin America. The festival will be led by La Casa, a community-based organization dedicated to advancing Latino arts and sociocultural awareness in Sault Ste. Marie.

The event will bring together residents, visitors, artists, performers, food vendors, and artisans in a vibrant and inclusive public space. The festival will feature live cultural performances from across Latin America, interactive dance activities, Latin American vendors, local arts and crafts vendors, and family-friendly programming.

The intent is to establish Latino Fest as a signature annual event that strengthens intercultural understanding, supports local economic activity, and creates meaningful opportunities for artists and entrepreneurs.

The festival will be organized through a clear committee structure, supported by La Casa's Executive and volunteers, and funded through a mix of grants, sponsorships, vendor fees, and donations.

Organizational Overview:

La Casa – Latino Arts Centre Advancing Sociocultural Awareness is a nonprofit organization founded in Sault Ste. Marie to promote Latin American arts, culture, and community connection. La Casa works to create inclusive spaces that celebrate cultural diversity while building bridges with the broader community and Indigenous partners. The organization has established a reputation for delivering high-quality cultural performances and community events that are accessible, welcoming, and educational.

The current Executive consists of a President, Vice-President, Treasurer, Secretary, Social Media Coordinator, and two Members-at-Large. For Latino Fest, **each Executive member will assume a defined leadership role within the planning structure to ensure accountability, clarity, and effective coordination.** This approach allows La Casa to deliver a complex event while maintaining strong governance and transparency.

Festival Vision and Objectives:

Latino Fest is envisioned as an energetic, family-friendly celebration that reflects the many cultures, histories, and artistic traditions of Latin America. Rather than focusing on a single country or genre, the festival will intentionally highlight diversity across regions, languages, and styles. The long-term vision is for Latino Fest to become a highly anticipated annual event in Sault Ste. Marie's summer calendar.

The key objectives of the festival are to:

- celebrate Latino culture in a visible and positive way,
- strengthen relationships between the Latino community and the broader public

- provide income-generating opportunities for artists and vendors
- position La Casa as a leading cultural organization in the region.

The festival also aims to contribute to downtown vitality or waterfront activation, depending on the selected venue, and to support tourism and local business engagement.

Location and Logistics:

Two potential venues are being considered for Latino Fest. The **Downtown Plaza at the SooMarket** offers a central location with strong pedestrian traffic, established vendor infrastructure, and close proximity to downtown businesses. This site supports visibility and accessibility, though it may have limitations related to space, noise management, and vendor layout.

The **Roberta Bondar Pavilion** offers a larger open-air venue with a built-in stage and a scenic waterfront setting. This location can accommodate larger crowds, more extensive programming, though it may require additional infrastructure planning such as portable washrooms, expanded electrical access, and higher service costs. A final site selection will be made based on cost, capacity, and logistical feasibility.

Regardless of location, the festival will require a main stage with professional sound, designated vendor zones for food and arts and crafts, accessible pathways, waste and recycling stations, security presence, first aid access, and a central information booth. Careful site planning will ensure safety, accessibility, and a positive visitor experience.

Programming and Activities:

Latino Fest will run from 11:00 a.m. to 8:00 p.m. (TBD) and feature a continuous program of performances and activities. The day will open with a welcome and land acknowledgment, followed by rotating live performances that showcase traditional and contemporary music and dance styles from across Latin America. Throughout the afternoon, the program will include interactive dance lessons, cultural demonstrations, and opportunities for audience participation.

In addition to performances, the festival will feature food vendors offering Latin American cuisine, arts and crafts vendors selling handmade goods, and family-friendly activities such as children’s dance games and cultural art stations. The evening portion of the event will feature headline performances and community dancing to close the festival on a high-energy note.

Governance and Committee Structure:

Latino Fest will be delivered through a **committee-based structure** to ensure efficient planning and clear accountability.

- ✓ A **Main Coordinator**, will oversee the entire event, coordinate committees, liaise with the City and venue partners, manage timelines, and oversee volunteer coordination.
- ✓ The **Budget and Fundraising Committee** will be led by the **Treasurer** and supported by two additional members. This committee will develop and manage the event budget, obtain quotes for all services, track expenditures, and lead fundraising efforts. Responsibilities will include applying for government and arts grants, securing sponsorships, coordinating donor outreach, and ensuring financial transparency.
- ✓ The **Cultural Performances Committee** will be responsible for designing the event program, recruiting performers, coordinating schedules, and managing stage needs. This role requires close collaboration with artists to confirm technical requirements, performance length, and honorariums, as well as coordination with sound technicians and stage decorators.
- ✓ The **Vendors Committee** will lead the recruitment and coordination of food vendors and arts and crafts vendors. This committee will manage vendor applications and fees, ensure compliance with Algoma Public Health regulations, research electrical and space requirements, and coordinate vendor logistics with the venue and City staff.
- ✓ The **Marketing and Public Relations Committee**, led by the **Social Media Coordinator**, will develop and execute a comprehensive marketing strategy. This includes designing promotional materials, managing social media campaigns, engaging local media, coordinating sponsor recognition, and ensuring strong public visibility for the event.

Budget and Financial Approach

A detailed budget will be developed once venue selection and service quotes are confirmed. Major expense categories will include venue fees, sound and technical services, stage decoration, insurance, security, waste management, marketing, performer honorariums, and equipment rentals.

Revenue will be generated through vendor fees, sponsorships, government and arts grants, donations, and La Casa fundraising efforts. The financial goal is to deliver the festival in a fiscally responsible manner, ideally achieving a break-even outcome or a modest surplus that can be reinvested into future programming.

Conservative budgeting and early confirmation of funding sources will be priorities. Risk Management and Safety Latino Fest planning will include a strong focus on risk management. Weather-related risks will be mitigated through covered venues or tenting where possible, along with a clear contingency plan. **Food safety will be addressed through strict adherence to Algoma Public Health requirements and clear vendor guidelines**.

Crowd management will include security personnel, clear signage, and first aid access. Technical risks will be reduced through professional sound support, equipment testing, and on-site technical staff.

Timeline:

Planning for Latino Fest will begin in January 2026 with venue confirmation, committee formation, and funding applications. Vendor recruitment, performer booking, and marketing will ramp up four to five months before the event. Final logistics, volunteer coordination, and program confirmation will take place in the final two months leading up to the festival. By-weekly meetings will be held starting February 2026, and more occurrence meetings will be held closer to the festival.

Conclusion:

Latino Fest Sault Ste. Marie represents a meaningful opportunity to create a lasting cultural event that celebrates diversity, supports local talent, and brings the community together. With clear leadership, strong partnerships, and thoughtful planning, La Casa is well positioned to deliver a successful and sustainable festival that can grow year after year.

Prepared by:
Luis Moreno
VP La Casa

LA CASA: LATIN FEST SAULT STE. MARIE
EVENT PLANNING & OPERATIONS WORKBOOK

Prepared for: Latino Arts Centre Advancing Sociocultural Awareness
Prepared by: Luis Moreno
Proposed Date: August 2026
Event Time: 11:00 am to 8:00 pm
Proposed Locations: Downtown Plaza or Roberta Bondar
Fundraising Target: Minimum $10,000.00 (Preferred: $15,000.00)

A. Project Purpose and Outcomes:

Latin Fest Sault Ste. Marie is envisioned as a signature cultural initiative that brings people together through the shared experience of music, food, dance, and storytelling. Rooted in the traditions and diversity of Latin America, the festival will create a welcoming space where residents and visitors can connect across cultures, generations, and backgrounds.

The event is designed not only to celebrate Latino heritage, but to contribute meaningfully to the social, cultural, and economic vitality of Sault Ste. Marie. The festival will be offered as a free, public event open to all members of the community, ensuring that financial barriers do not limit participation. This approach supports accessibility, encourages broad community engagement, and reflects La Casa's commitment to inclusion and cultural sharing. By removing cost barriers, Latino Fest will create an environment where families, youth, newcomers, seniors, and residents from all backgrounds can participate fully in a shared cultural experience.

As the City of Sault Ste. Marie continues to grow and welcome newcomers from around the world, Latino Fest offers an opportunity to strengthen intercultural understanding and community belonging. The festival will highlight the contributions of Latin American residents while inviting the broader public to participate in a vibrant and inclusive cultural experience. By fostering collaboration between community organizations, Indigenous partners, local institutions, businesses, and municipal stakeholders, Latino Fest supports Sault Ste. Marie's ongoing efforts to build an inclusive, welcoming, and culturally dynamic community.

The long-term vision is to establish Latino Fest as an annual event that contributes to the city's cultural identity, enhances tourism appeal, supports local entrepreneurs and artists, and reinforces Sault Ste. Marie's reputation as a community that values diversity and connection.

From a Latin American cultural perspective, festivals are traditionally spaces of collective celebration where music, food, dance, and storytelling serve as bridges between people. Latino Fest will bring that spirit to Sault Ste. Marie, creating an atmosphere of joy, respect, and shared experience that reflects both the heritage of Latin America and the values of Northern Ontario communities. The first year of the festival will focus on strong delivery, community engagement, and partnership development, laying the foundation for sustainable growth in future years.

Primary Outcomes:

A. Community Inclusion and Cultural Connection

- ✓ Deliver a safe, welcoming, and family-friendly festival that is free and accessible to all residents and visitors, regardless of income or background.
- ✓ Strengthen intercultural understanding by providing opportunities for meaningful interaction between Latino communities, Indigenous communities, newcomers, and long-time residents.
- ✓ Support the City of Sault Ste. Marie's commitment to inclusion, belonging, and community cohesion.

B. Economic and Tourism Impact

- ✓ Contribute to downtown or waterfront activation by attracting residents and visitors to a central public space.
- ✓ Support local businesses, artists, and food vendors through economic participation opportunities.
- ✓ Enhance Sault Ste. Marie's profile as a culturally vibrant destination within Northern Ontario.

C. Cultural Visibility and Representation

- ✓ Increase visibility of Latin American cultures in a positive, educational, and celebratory way.
- ✓ Celebrate the artistic, culinary, and cultural contributions of Latino residents to the region.
- ✓ Provide performance and entrepreneurship opportunities for emerging and established artists.

D. Partnership Development

- ✓ Strengthen relationships with municipal partners, including the City of Sault Ste. Marie, Tourism Sault Ste. Marie, and the Local Immigration Partnership, to support shared goals related to inclusion, community development, and cultural vitality.
- ✓ Build collaborative connections with Algoma University, Sault College, community organizations, Indigenous partners, and cultural groups to promote intercultural dialogue and participation.

- ✓ Create meaningful opportunities for **local businesses, downtown businesses, and entrepreneurs across Sault Ste. Marie** to participate through sponsorship, vendor involvement, in-kind contributions, and promotional partnerships. The festival will encourage collaboration with restaurants, retailers, service providers, and small businesses, supporting local economic activity and strengthening relationships between the business community and cultural initiatives.
- ✓ Support downtown or waterfront economic activity by encouraging visitors to explore surrounding businesses before, during, and after the festival, contributing to broader commercial engagement and community vibrancy.
- ✓ Provide sponsors and business partners with opportunities to demonstrate leadership in community inclusion, cultural engagement, and social responsibility while gaining positive public visibility.

E. Community Participation and Engagement

- ✓ Achieve an initial attendance target of approximately 250-500 participants, with strong potential for growth in future years.
- ✓ Encourage volunteerism and community leadership among residents.
- ✓ Foster pride and belonging among Latino residents while welcoming the broader community to participate.

F. Organizational Sustainability

- ✓ Meet or exceed the initial fundraising target of $10,000 to support responsible event delivery while maintaining free public access.
- ✓ Establish Latino Fest as a recurring annual event with potential for expansion.
- ✓ Strengthen La Casa’s capacity as a cultural organization contributing to the region’s social and cultural landscape.

B. Project Structure and Roles:

Area	Lead	Key Responsibilities
Event Director	Noemi Ontiveros & Luis Moreno	Overall oversights, timeliness, rentals, site, safety
Finance	Lidia Ortega	Budget, debit & credit tracking, reports, quotes
Sponsorship	Luis Moreno & Ana Rawn	City Liaison, budget, grants, sponsorship tracking
Programming	Noemi Ontiveros	Performers and stage scheduling
Vendors	Alba Aguilar	Recruitment and logistics
Marketing & Communications	Siria Jimenez	Promotion, media
Volunteer Coordinator	Alba Aguilar	Staffing and shifts

C. Venue Selection & Permits

Objective: Secure a suitable location with all municipal approvals.

Tasks and Actions

1. **Compare Downtown Plaza vs. Roberta Bondar Pavilion**

- **Evaluate:**
  a) Capacity
  b) Power availability
  c) Accessibility
  d) Rental Cost
  e) Parking
  f) Visibility
  g) Infrastructure requirements

2. **City Engagement**

- **Confirm:**
  a) Availability
  b) Fees
  c) Permit Requirements
  d) Insurance Requirements
  e) Noise Restrictions
  f) Waste Services Availability

3. **Documentation**

a) Submit event application
b) Submit Insurance Certificate
c) Provide Preliminary Site Layout
d) Confirm emergency access routes

TARGET COMPLETION: End of March 2026

D. Budget and Financial Management

Objective: Develop a realistic operating budget

Tasks and Actions

1. **Budget Development Tasks**

- **Request Quotes for:**
  a) Stage and sound providers
  b) Tent and Table Rentals
  c) Portable Washrooms (if required)
  d) Security Services
  e) Waste Management
  f) Insurance Coverage

- **Create working budget spreadsheet**
- **Identify contingency amount (minimum of 10%)**

DRAFT (JAN 2026) - Estimated Expense Categories:

Production	Sound & Lighting	**$1,600.00**
Infrastructure	Tents & Tables	**$500.00**
	Washrooms	**$600.00**
	Electrical	**$500.00**
Programming	Performer Honorarium	**$5,000.00**
	Travel/Accommodation	**$2,000.00**
Operations	Venue	**$1,000.00**
	Security	**$600.00**
	Insurance	**$400.00**
	Waster & Recycling	**$500.00**
Marketing	Printing & Promotion	**$700.00**
Contingency	Miscellaneous	**$1,000.00**
Estimated Total Range		**$14,400.00**

E. Fundraising & Sponsorship

Objective: Secure minimum of $10,000.00 prior to July 2026

Tasks and Actions

1. **Sponsorship Development (50% of fundraising goal)**

- **Create sponsorship package with:**
  a) Event Overview
  b) Community Impact
  c) Sponsorship Tiers
  d) Recognition Benefits
  e) Contact Information

- **Develop Sponsorship Prospect List**

- **Develop Outreach Strategy**
  a) Emails, letters, phone calls, personal meetings
  b) Follow up within 2-3 weeks
  c) Track commitments in spreadsheets

2. **City Led Cultural Sponsorship (40% of fundraising goal)**

- **Create sponsorship package for:**
  a) City of Sault Ste. Marie (Goal: $2,000.00 / Aiming for: $3,000.00)
  b) Local Immigration Partnership (Goal: $1,000.00 / Aiming for: $2,000.00)
  c) Algoma University (Goal: $500.00 / Aiming for: $1,000.00)
  d) Sault College (Goal: $500.00 / Aiming for: $1,000.00)
  Goal: $4,000.00 / Aiming for: $7,000.00)

3. **Additional Revenue (10% of fundraising goal)**
   a) Vendor Fees
   b) Donations
   c) Fundraising Events (dance night)

F. Programming & Performers

Objective: Deliver continuous, engaging cultural programming

- **Programming Structure**
  a) Opening Ceremony & Welcome
  b) Rotating performances throughout the day
  c) Interactive Dance Sessions
  d) Cultural Demonstrations
  e) Evening Headline Performance

- **Tasks:**
  a) Identify Performers
  b) Confirm availability
  c) Discuss honorariums
  d) Confirm technical needs
  e) Draft performance schedule
  f) Issue agreements
  g) Confirm arrival times
  h) Arrange accommodations if needed
  i) Identify Master of Ceremonies

TARGET COMPLETION: Late June 2026

G. Vendor Management

Objective: Recruit Vendors that enhance the cultural experience while generating revenue

Tasks and Actions

1. **Vendor Recruitment (Arts & Crafts and Food Vendors)**
    a) Develop application form
    b) Set vendor fees
    c) Promote through social media, community networks, restaurants, local business, artisan groups
2. **Compliance**
    a) Communicate Algoma Public Health Requirements
    b) Confirm food and safety certifications
    c) Confirm insurance requirements if needed
3. **Logistics**
    a) Assign vendor spaces
    b) Confirm electrical access
    c) Provide setup instructions
    d) Confirm arrival times (set up and clean up)
4. **Venue Logistics**

- **Site Components**
    a) Stage area
    b) Vendor zone
    c) Seating area
    d) Kids activity space
    e) Information booth
    f) Waste stations
    g) First aid station

- **Rentals**
    a) Tents
    b) Tables
    c) Chairs
    d) Barricades if required

- **Safety Planning**
    a) Incident reporting plan
    b) Weather contingency plan

- **Teardown Planning**
    a) Equipment removal
    b) Waste cleanup
    c) Final site inspection

H. Marketing and Communications

Objective: Build awareness across the entire community of Sault Ste. Marie

Tasks and Actions

1. **Branding**
    a) Logo
    b) Colour Palette
    c) Poster Template
    d) Social Media Graphics

2. **Promotion Phases**
    Phase 1 - Announcement - End of April
    - Date and Location Reveal

    Phase 2 - Engagement - May - June
    - Performer Announcements
    - Vendor Highlights
    - Sponsorship Recognition

    Phase 3 - Countdown (July - August)
    - Frequent Posts
    - Media Coverage
    - Community Reminders

3. **Media Outreach**
    a) SooToday
    b) Sault Star
    c) Local Radio
    d) Community Newsletters
    e) Tourism Organizations

I. Volunteers

Objective: Provide sufficient staffing for operations

Tasks and Actions

1. **Roles**
    a) Information Booths
    b) Vendor Support
    c) Setup and teardown
    d) Stage Assistants
    e) Crowd Guidance
    f) Children's Activities
2. **Tasks**
    a) Recruit Volunteers
    b) Assign Shifts
    c) Provide Orientation
    d) Create Contact List
    e) Provide Volunteer Identifiers (shirts or badges)

Early intake submission deadline: **Last Friday in October** of each calendar year by 4:30pm EST

Late intake submission deadline: **Last Friday in March** of each calendar year by 4:30pm EST

Applications That are Incomplete or Missing Supporting Documentation Will Not be Accepted or Eligible for Review

In addition to this completed application, the following documents are to be formatted as described in the Application Process section of the ACAP Guidelines and submitted as attachments:

- Artist Curriculum Vitae/Resume/Biography
- Links to artist social media accounts or websites (if applicable)
- Documentation/support material of past projects that would show the Applicant's ability to successfully undertake and complete the proposed project
- ACAP Project Plan Template
- ACAP Application Budget Template
- Quote documents for small capital/equipment purchases and/or print materials (if applicable)

Section 1: Artist Information

i. Artist Formal Name:
Lesley Belleau

ii. Artist Practicing Name:
Lesley Belleau

iii. Artist Mailing Address and Postal Code:
[redacted]

iv. Artist Contact Information (Phone Number, Email Address):
[redacted]

v. Please provide an artist's statement or general statement about your work (maximum 500 words):

I am an Anishinaabe writer born and raised in Garden River First Nation, a second-generation survivor or residential school, a mother of five, grandmother of one, and have proudly moved back to my homeland after a journey of post-secondary education and artistic pursuits. I have been writing since I was a small child and found the beauty and expression of life and personal lived experience best encapsulated through poetry, fiction, non-fiction, playwriting, performance and theatre. I get great joy from writing and performing and hope to continue to do so all my life. I am the author of five books and two plays, all Indigenous in theme that express my own world, experiences of Indigenous people, women, children, and survivors. I employ history, human connection, love, struggle, triumph and generational and ancestral understandings within my work. I enjoy trying to incorporate my lost tongue, Anishinaabemowin within my work to maintain the linkage with my ancestors within, and to create a rope for youth and future generations to pull forward and to carry onward.

vi. Please indicate the artist's discipline of focus:
Visual arts, performing arts, media arts, literary arts, multi & interdisciplinary arts, heritage arts, public art, other, and description (maximum 50 words):

My discipline of focus is literary arts, mostly poetry and fiction, although I do enjoy theatre and playwriting. From the literary arts, I also enjoy performance poetry and spoken work, which to me, invoke a wonderful artist-audience connection that resonates with the idea of relationship and community and engagement in a very strong way.

Section 2: Type of Grant & Funding Amount Request

Applicants may choose one grant stream that best supports their project needs and objectives. **Please refer to the ACAP Guidelines.**

Please select only one:

Small Project Grant ☑

Cultural Diversity Grant ☐

ACAP Request Amount ($) 2,999

Section 3: Description of Activities, Projects and Events

Please download, complete and include as an attachment the completed ACAP Application Project Plan Template for the proposed activity, project and/or event.

i. Project Name or Working Title:
Our Hearts are a Burial Ground (translation to follow within mandate of project)

ii. Activity/Project and/or Event **Start Date:**
July 1, 2026

iii. Activity/Project and/or Event **End Date:**
December 31, 2026

iv. Activity/Project and/or Event Location -
(Physical address or for virtual projects/programming/events please include links to websites, social media etc. where programming will take place/be present, maximum 50 words):

Will be working with local Elders and will later perform locally and within community once translations are completed. Garden River and SSM Public Library, Algoma University, Sault College, SSM Friendship Center and hopefully will lead to further local artistic venues within Sault Ste. Marie

v. Please describe the proposed activity, project, and any relevant goals or objectives (maximum 750 words)

Please see my attached Project Overview Sheet for this. Thank you. LB

vi. How does this activity, project, or event support the current Community Culture Plan? Please select all community programs and impact priorities that the project supports.

- [x] Complement and support existing City initiatives, plans and projects and contribute effectively to the development of arts, culture and heritage in Sault Ste. Marie
- [x] Contribute to the economic and social diversity of Sault Ste. Marie through the development of arts, culture and heritage products and tourism
- [x] Promote effective, meaningful, and equitable community engagement and consultation processes

- [x] Provide mentorship and participatory opportunities for youth, diverse, and historically underrepresented groups in the community
- [x] Increase organizational capacity and sustainability of local art organizations, collectives, and artists (including Applicants)
- [x] Provide professional development opportunities for emerging and professional arts, culture, and heritage practitioners (including Applicants)
- [x] Fosters community connections, partnerships and networks
- [x] Provides opportunities for volunteerism
- [x] Significantly contributes to the quality of life and sense of identity in Sault Ste. Marie

Please explain these selections (750 words maximum):
These mandates are within my project overview on attached page. Much thanks, LB.

vii. What are the benefits to audiences, participants, and/or the community of Sault Ste. Marie that are intended upon successful completion and implementation of this activity, project or event? (500 words maximum):

The benefits are on the project overview on attached page. Much thanks, Lesley

viii. If ACAP funding for this activity, project, or event is approved, please describe what the applicant considers to be successful implementation of the project. How will success be measured (maximum 250 words):

This implementation is also on attached program overview. Much thanks, LB

Section 4: Marketing

i. What audiences do the proposed activity, project and/or event look to reach?

Select all that apply:

- [x] Local (within the Municipality)
- [x] Regional (within Algoma)
- [x] Tourism (those who will travel)
- [x] Other (Please describe)

ii. Please describe the items selected (250 words maximum):

I believe that the long term effects in terms of this project will have the capacity to affect the local, regional, tourism and further reaching communities as Indigenous Literature is an ever-growing field, where Anishinaabemowin is being learned by youth at a faster rate than ever before. I believe this will also reach future generations in the preservation of language. I hope this will inspire others to do the same, learn the language through art, connect all in a deeper way to other cultures and understandings, and to connect with the local art communities and beyong through this project's publication.

iii. Please describe any specific audiences that are intended to be reached with the activity, project or event (150 words maximum):

The audiences will be both the Indigenous on and off-reserve community, the community of all artists (non-artists as well!) within the city of Sault Ste. Marie, Algoma region and hopefully beyond this through publication of the work as a whole outside of the local presentation.

iv. How will the activity, project or event be promoted? Please describe and include any links to social media accounts or relevant websites or organizations (maximum 250 words):

I will promote this project through the local university's (my contacts and thier social media platforms), SSM Public Library, Garden River and Batchewana Newsletters and entire community email groups, facebook events, the SSM friendship centers email and social media groups, as well as potentially any other social media groups or promotionary platforms that I can find. I will also hand out flyers old-school to interested parties. I will also send info to my artist friends and groups and encourage them to spread the word.

v. What age does the activity, project, or event look to reach? (Select all that apply):

- [x] 0-18
- [x] 19-34
- [x] 35-59
- [x] 60-75
- [x] 76+

vi. What is the estimated attendance or viewership of the activity, project and/or event?

- [ ] 1-50
- [ ] 51-100
- [ ] 101-250
- [ ] 251-500
- [x] 501-1,000
- [x] 1,001-2,500
- [x] 2,501+

vii. What is the estimated number of participants directly involved in the implementation/execution of the proposed activity, project and/or event (including staff, volunteers, participating artists, etc.)?

- [x] 1-10
- [ ] 11-25
- [ ] 26-50
- [ ] 51+

viii. Please provide a brief description of participant composition (maximum 150 words):
I will aim to work with at least three local Elders for translations within my project. It can be exhausting to translate and many of our Elders are in their older years (ie: Barbara Nolan, Karen Williams, Henry Pitawaniquat.)

Section 5: Existing In-kind & Previous Funding

Applicants who are requesting **any** other type of financial or in-kind assistance from the City (all departments) as part of their activity, project and/or event must ensure that it is included in the ACAP Application Budget Template.

i. Has the applicant received ACAP funding or any other City of Sault Ste. Marie municipal cultural financial assistance in the past?

- [ ] Yes
- [x] No

Section 6: Project, Activity/Event Budget

i. Please download, complete, and attach a copy of the ACAP Application Budget Template.

Please show how ACAP funding will be used if the Applicant's request is approved. Please include all cost categories, both eligible and ineligible, for each of the components/items of the activity, project and/or event, all expected funding sources and type of funding (grant, in- kind, cash, etc.).

Section 7: Authorization

I, Lesley Belleau (Name of Artist Applicant) attest that all information contained in this application, agree to fulfill the responsibilities for all activity, project and/or event deliverables contained therein and/or agreed to by the Cultural Vitality Committee and the City of Sault Ste. Marie. This application will act as a contract between the City of Sault Ste. Marie and the Applicant should the application be successful.

Lesley Belleau Signature March 26, 2026 Date

Completed applications and supporting documentation may be submitted by email to:

a.moore@cityssm.on.ca
Subject Line: Cultural Financial Assistance Application – Attention: Arts and Culture Lead

Completed applications may be submitted by mail or in person to:

Community Development and Enterprise Services
Attention: Arts and Culture Lead
99 Foster Drive
Civic Centre
Sault Ste. Marie, ON
P6A 5X6

Lesley Belleau

466 Highway 17 East B

Garden River, Ontario

P6A 6Z1

Small Project Grants

Project Overview:

I have recently completed and published a manuscript with Bookland Press, called "Our Hearts are a Burial Ground," in December, 2025. This is a full-length poetry book consisting of 80 pages which is Anishinaabe Poetry. The project that I am applying for funding through ACAP would be to have this manuscript translated into Anishinaabemowin with the help of community Elders. This is a time-consuming process, and I would need help as I am a language learner as my father did not speak our language due to his ten years spent at Garnier Residential School in Spanish, Ontario from 1944-1954, where he lost his language, and became so ashamed of it that he did not learn in his lifetime.

After translations are complete, I aim to present the translated works in a literary spoken-word performance and literary discussion both on and off-reserve. My plan upon completion is to engage our community at the Garden River Library with a literary reading and performance of my completed work. I also plan on presenting the same work at the Sault Ste. Marie Public Library, Algoma University, Sault College, the S.S.M Friendship Center, and any other literary venues where the S.S.M. Community may publicly hear my translated poetic manuscript. I think it would benefit on-reserve and off-reserve Indigenous people, as well as the local surrounding community of Sault Ste. Marie's artistic and local community. I aim to bring communities together through literary arts and performance. At the same time, local history will be engaged as there is a rich community of co-living between Indigenous and non-Indigenous people in the Sault area historically and presently.

I think this is an important project which will integrate more fully the significance of Indigenous literary arts in both communities, which to me is a vital piece of our community landscape and history. My hope is for Indigenous literary arts to become more fully involved within Sault Ste. Marie and the surrounding communities. I believe that this project has the potential to foster new and meaningful deep artistic relationships within both communities, and to the ongoing development of new and ancient artforms. This project will contribute to the sense of identity in the entire S.S.M and Algoma region. I also

hope to inspire youth, Indigenous or not, to keep community identity viable, to keep pushing art further to promote longevity, and to come together as communities in the name and for the sake of art itself!

I believe this project will foster community connections and create a larger scope of artistic networking by meeting new artists that will be interested in my work, creating groups from these new networks (such as local writing group- used to be in Indigenous Writer's Collective- would love to see that make a comeback!) as well as I would love to have students who are taking Anishinaabemowin in schools use some of their volunteer hours to help translate as I am fearful that the translations may take longer than I expect), and I would love to be able to mentor Indigenous and non-Indigenous writers that may wish for mentorship in the Sault Ste. Marie Community. I believe that this project may open up this accessibility to create opportunity for not only myself, but the surrounding SSM area.

Much thanks, and Miigwetch,

Lesley Belleau



Cost Category (Types of Expenses for Project) - Add/delete rows as needed	Eligible Project Costs (Refer to ACAP Guidelines for Details)	Ineligible Project Costs (Refer to ACAP Guidelines for Details)	Funding Source (ACAP, Cash, Other Gov. Funders, Sponsors, etc.)	Funding Type (Grant, Cash, In-kind, etc.)	Quotes/Estimates (Links where applicable)
Operational Costs					
	1000		ACAP		anslator/Time for both of us Working
Cost of Translations					00 hour/min 2 hour booking at a time
Time weekends/weeknights/days working on project					approx: 8hours
time to remake into new manuscript					or set price 1000
Publication cost	800				
Materials & Supplies Costs					
Printing costs	200				
Promotion Cost	200				
Potential venue cost/travel/supplies for venue	200				
Equipment Costs					
Artist Fees					
	599				
	l work of re-manuscript presentation, wri				
Other Costs					
Total Costs	$ 2,999.00	$ 0.00			
Total Project Costs:	$ 2,999.00				

Notes					
1) For Small Projects ($2,999 or less) Eligible Project Costs can = 100% of Total Project Costs	2) For Large Projects ($3,000-$20,000) Eligible Project Costs must = 75% or less of Total Project Costs	3) For Operational and Seed Projects Eligible Project Costs must = no more than 25% of Total Operating Budget of the Organization/Start up	4) For Small Festivals/Events ($5,000 or less) Eligible Project Costs must = 75% or less of Total Project Costs	5) For Large Festivals/Events ($5,000-$10,000) Eligible Project Costs must = 75% or less of Total Project Costs	6) Cultural Diversity Projects are reviewed on a case by case basis with no Total Project Cost % Restrictions

Application Project Plan Template

Name of Applicant: Lesley Belleau

Intake/Date: March 26, 2026

Page of

Activity	Start Date of Activity (M/Y)	End Date of Activity (M/Y)	Description/ Notes
Completing and Presenting a Poetry Book with Translations in Anishinaabemowin	July 1, 2026	December 31, 2026	I have published a new poetry book in English called, "Our Hearts are a Burial Ground," in December 2025. I am wanting to translate this work into Anishinaabemowin and present a reading of the final work. I have Elder and Fluent Language Speaker from Garden River, Karen Williams, who is willing to work with me on the translating and presenting. I will be looking to present in Garden River, Rankin, Public Library SSM, S.College/Algoma.
			* note: Have attached/ submitted Poetry Book
			which will be translated. LB.

Application Project Plan Template

Name of Applicant:

Intake/Date:

Page of

Activity	Start Date of Activity (M/Y)	End Date of Activity (M/Y)	Description/ Notes

Curriculum Vitae

Lesley Belleau

[redacted]

CURRENT STATUS:

Writer, Activist, Mother, Grandmother, Sessional and Assistant Instructor Research Assistant, Nozhem Theatre, Trent University.
Ph.D Candidate, Trent University, Indigenous Studies
Pre-Doctoral Fellow, Queens University
Associate Professor: Indigenous Studies and Creative Writing

EDUCATION:

Bachelor of Arts (Honours), English, Algoma University College, 2001.
Master of Arts, English Literature/Creative Writing, University of Windsor, 2005
PhD Candidate, Trent University, Indigenous Studies, 2012-present Pre-Doctorate Fellow, Queens University. 2019-2020.

EMPLOYMENT:

Trent University — Sep 2023-Jan 2024
Instructor
Durham College

Trent University — Jan. 2021-May 2022
Teacher's Assistant
Marrie Mumford Peterborough,
ON.

Queens University — Sept. 2019-Aug 2020
Pre-Doctoral Fellow
Associate Professor
Kingston, ON.

Trent University
Teacher's Assistant
Marrie Mumford Peterborough,
ON.

Sept. 2018-2019

Trent University
Research Assistant
Marrie Mumford Peterborough,
ON.

Sept. 2017-2018

Trent University
Teacher's Assistant
Marrie Mumford/
Dr. Michele Lacombe Peterborough,
ON.

Sept 2015-2017

Trent University
Teacher's Assistant,
Dr. Neal McLeod Peterborough,
ON.

Sept. 2012-2015

Algoma University College
Sessional Instructor, English Dept
Dr. Arthur Perlini Sault Ste.
Marie, ON.

May 2006-2010

Garden River First Nation Education Unit
Tutor Supervisor Leah-
Anne Pine Garden
River, ON.

Sept. 2005-July 2006

Royal Bank of Canada
Customer Service
Representative Manuel D'Souza
Toronto, ON.

April-Sept. 2001

Moose Book Enterprises
Proofreader/Assistant Editor
Richard Mousseau Sault
Ste. Marie, ON.

January-Nov. 1999

ACADEMIC AWARDS/CREATIVE AWARDS & GRANTS

Royal Bank of Canada Native Student Award

1999

Native Student in the Arts Award, Union Gas	2000-2001
FAAY: Award, Native Student in the Arts	2001
Ontario Arts Council, Writer's Reserve Grant Recipient	2005-2006
Aboriginal Arts Project Grant Recipient: Ontario Arts Council	2006
Canada Council for the Arts Aboriginal Writer Grant Recipient	2006
Aboriginal Arts Project Grant Recipient: Ontario Arts Council	2007
Ontario Arts Council, Writer's Reserve Grant Recipient	2008
Canada Council for the Arts Aboriginal Writer Grant Recipient	2008
Ontario Arts Council Writer's Reserve Grant Recipient	2009
Aboriginal Arts Project Grant Recipient: Ontario Arts Council	2009
Aboriginal Arts Council, Writer's Reserve Recipient	2010
Ontario Arts Council Writer's Reserve Grant Recipient	2011
Canada Council for the Arts Aboriginal Writer Grant Recipient	2011
Quaker Oats Graduate Scholarship	2011
Dean's PhD Scholarship	2011
Trent Research Fellowship	2011
IndSpire Award 2012	
Dean's PhD Scholarship	2012
Trent Research Fellowship	2012
Dean's PhD Scholarship	2013
Trent Research Fellowship	2013
IndSpire Award 2013	
Fall Bursary, Trent University	2013
Sara Aboriginal Bursary, Trent University	2014
Dean's PhD Fellowship	2014
Trent Research Fellowship	2014
Rose Nolan Scholarship	2014
IndSpire Award 2014	
IndSpire Award 2015	
Trent PhD Scholarship	2016
Dean's PhD Fellowship 2016	
Canada Council of the Arts: Writers and Storytellers	2016
Ontario Arts Council 2016	
Indspire Award 2017	
Sara Bursary Award 2017	
OAC Writers Reserve 2018	
Indigenous Graduate Bursary 2018	
Winner, Pat Lowther Award, 2018	
Ontario Arts Council Recipient	2020
Indspire Award 2021	
Ontario Arts Council: Writer's Reserve	2021
Writer's Reserve 2023	

BOARDS/JURY

Member of the Aboriginal Arts Project/Artists in Collaboration and Artists in Education Jury, Ontario Arts Council: Toronto, ON. April 15-18, 2008
Member of the Northern Arts Projects Jury, Ontario Arts Council: Sudbury, ON. March 13, 2010
Member of Premier Awards Jury, Ontario Arts Council: Toronto, ON. March 24-26, 2012.
Member of the Writers Works in Progress Jury, Ontario Arts Council: Toronto, ON. September 26-27, 2013.
Member of the Jury for the Governor General Awards, Ottawa, ON. September 8, 2019.
Member of Jury Aboriginal Arts Project, Ontario Arts Council, May 25, 2021
Member of Jury Literary Creation Projects, Ontario Arts Council, Sept. 2, 2021
Member of Jury Ontario Arts Council, Indigenous Artists in Communities and Schools Projects April 2023

READINGS

Gatherings: Reader, Algoma University, May 2000.
University of Windsor, Reader, Milk Coffee House, April 2004.
Native Tongues: Host, Reader, Algoma University, June 2006.
Featured Reader, Sault Ste. Marie Public Library, March 2009.
Terrestrial: Readings of the Land: Featured Reader, Arcadia Coffee House, April May 2010.
People of the Land: Featured Reader, Auld Kirk Theatre House, November 2010.
Aboriginal Fest: Featured Reader, Auld Kirk Theatre House, July 2011.
Dusty Owl Reading Series Featured Reader: Mugshots Bar, June, 2013.
46th Parallel Arts Event: Featured Reader: Grand Theatre, June 2013.
First Nations House Reader, October 2013.
Simon Fraser University, Featured Indigenous Reader, February, 2014.
Reading from Sweat, Café Natura, May 2014.
Reading/Book signing, Chapters Sudbury, May 2014.
Reading from Sweat, Carpe Diem Café, Peterborough, May 2014.
Featured Reader, BookThug, with Jennifer Lovegrove, Peterborough, May 2017.
Featured Reader, McNally Robinson, Book Launch for Indianland, Nov. 2017.
Speaker, League of Canadian Poets, 2018.. Ontario, Indianland., Spring, 2018.

Speaker, Peterborough Poets, Natura Cafe, 2018.
Speaker and Poet, Peterborough, May 2019, The Garnet, 2019.
Featured Reader, Trent University, Oshawa Campus, (Diana Manole) Oct.30, 2019.
Kingston Writersfest, September, 2019. With Lee Maracle and Columpa Bobb.
Reading with Canisia Lubrin, "What is a Poem?" Queens, October, 2019
Reading with Geraldine King, Tenille Campbelle and Erica Violet Lee: October, 2019.
Reading in Class with Carolyn Smart, Queens U, Indianland. February 2020.
Reading Queen's English Department, Indianland, November, 2020.
Reading Peterborough Arts, April 2022

ACADEMIC/LITERARY CONFERENCES:

Indigenous Women's Symposium, Trent University, June 20-23, 2013.
Voices From Turtle Island, Simon Fraser University. February 27-March 1, 2014.
Sault Ste. Marie Indigenous Writer's Collective, Algoma University, Summer, 2014.
CINSA, Concordia University, Leading Panel on "Indigenous Literature as Survivance," June 11-13, 2015.

ILSA, 2nd Annual Gathering: "Storying Solidarities: Sites of Autonomy and Alliance in Indigenous Literary Arts. Calgary Congress 2016, May 28-29, 2016. (The Erotics of Alliance: Empowerment, Ecology, and the Body.) (unattended) Future Conferences:

"Engaging Indigenous Communities: Respect, Reciprocity, and Reconciliation

Concordia and Mount Allison University, in accordance with the Mi'kmaw certainties. (June 2020).

PUBLICATIONS

CREATIVE:

Books:

The Colour of Dried Bones, Kegedonce Press, Whiarton, ON, ISBN: 978-0-9784998-08, 2008, 119 pgs.

Sweat, Your Scrivener Press. Sudbury, ON. ISBN: 9781896350646, 2014, 150 pgs.

Indianland, Arbeiter Ring Press. Manitoba, WP. ISBN: 9781894037921, 2017, 80 pgs.

Our Hearts Are a Burial Ground, Bookland Press, Toronto, ON. ISBN: 9781772312553, 2025, 70 pgs.

Anthologies:

"*Do-Do-Seem"* in W'daub Awae: Speaking True, A Kegedonce Press Anthology. Edited by Warren Cariou, Ontario. ISBN 978-09784998-5-3, 2010, 12 pgs.

"Stretching Through our Watery Sleep: Feminine Narrative Retrieval of cihcipistikwân in Louise Halfe's *The Crooked Good.* Broadview Press, Edited by Neal McLeod, Peterborough, Ontario. 2013, 48 pgs.

The Winter We Danced. Ed. Leanne Simpson, Wanda Nanabush, Niigaan Sinclair, Tanya Kappo and Hayden King. Arbeiter Ring Publishing. Winnipeg, Manitoba, 2014.

Ndncountry. Ed. Katherena Vermette and Warren Cariou. A joint issue of Prairie Fire and CV2. "*Wanishkaa: The Story Hunter's Lovesong,* pgs. 169-175. Winnipeg, Manitoba, 2018.

Plays:

"Paleface: A Play in Two Acts." Moose Book Enterprises, Sault Ste. Marie. ISBN 1896460-00-X, 2000. 116 pgs.

"On Relative Ground: A Play in Two Acts." Moose Book Enterprises, Sault Ste. Marie. ISBN 1-894650-01-8, 2000. 100 pgs.

Short Fiction:

"Silent Drum" in *Reconciliations: The En'Owkwin Journal of First Nations PeoplesGatherings,* Theytus Books, British Columbia, ISBN 1894778065, 2002, 4 pgs.

"Excerpt from Sweat", *Rampike Magazine,* Windsor, ON, 2011, 6 pgs.

"Ako: A Startled New World: Blockades, Idle No More and Chief Theresa Spence" in *As Us A Literary Space for Indigenous Women in the World,"* Alburquerque, New Mexico, 2013, 2 pgs.

"Aabitooshkine: It is Half Full and Overflowing" in *Decolonization, Indigeneity, Education and Society,* Wordpress. 2012, 2 pgs.

"Pauwauwaein: Idle No More to Indigenous Nationhood Movement," in *Decolonization, Indigeneity, Education and Society,* Wordpress, 2013, 2 pages.

Poetry:

"Indian Eyes" in *Reconciliations: The En'Owkwin Journal of First Nations PeoplesGatherings,* Theytus Books, British Columbia, ISBN 1894778065, 2002, 1 pg.

"Cornhusk Dolls". *Rampike Magazine,* Windsor, ON. 2007, 10 pgs.

"Mothersong". *Yellow Medicine Review: A Journal of Indigenous Literature, Art and Thought,* Volume Two, Marshall, MN. 2007, 9 pgs.

"Dreamsong for Chief Spence" in *As Us: A Literary Space for Indigenous Women in the World,"* Albuquerque, New Mexico, 2013, 1 pg.

"Stephen Harper: Giiwanimo" in *As Us: A Literary Space for Indigenous Women in the World,"* Albuquerque, New Mexico, 2013, 1 pg.

"Nibi" in *Kimiwan Zine,* Saskatoon, Saskatchewan, 2013, 1 pg.

"Baakishin" in *Kimiwan Zine,* Saskatoon, Saskatchewan, 2013, 1 pg.

"Eya: It is Time" in *Kimiwan Zine,* Saskatoon, Saskatchewan, 2013, 1 pg.

"Gaagi Biingwe" in *Contemporary Verse 2: The Canadian Journal of Poetry and Critical Writing, Volume 36, Issue 1,* Winnipeg, Manitoba, 2013, 1 pg.

"New Worlds" in *Contemporary Verse 2: The Canadian Journal of Poetry and Critical Writing, Volume 36, Issue 1,* Winnipeg, Manitoba, 2013, 1 pg.

"Fire&Fur" in *BafterC, Volume. 7, No.1,* Toronto, Ontario, 2014, 3 pgs.

"Love(lessly)" in Contemporary Verse 2*: The Canadian Journal of Poetry and Critical Writing: Northern Ontarian Innovative and Indigenous Poetics,* Winter 2017.

Book Reviews:

"Review of the first volume of the serial: *Yellow Medicine Review: A Journal of Indigenous Literature, Art and Thought*" in *Native Studies Review, Vol. 20, No. 2.* Ed Guadalupe Solis and Judy Wilson, Saskatoon, SK, 2018. pp. 202-205.

Interviews:

Ryan B. Patrick: CBC, "*How Lesley Belleau celebrates the Ojibwe language with her latest poetry collection.*" CBC Books, November, 2017.
https://google.ca/amp/s/www.cbc.ca/amp/1.4359136
https://www.cbc.ca/books/16-canadian-poetry-collections-to-watch-for-1.4257564

All Lit Up: "*Poetry Cure: Indianland by Lesley Belleau.*" April, 2018.
https://alllitup.ca/Blog/2018/Poetry-Cure-Indianland-by-Lesley-Belleau#topofpostcontent

Workshops:

Chiahyaog Ekandagowin Project: Elder Knowledge Project, Through Niikiwendidaa Anishinaabe-Kwewag Services Circle: May, 2012.

Dibaajimowin Anishnaabwkwewag: Life Journeys Through Our Story Pathways workshop. Through Niikiwendidaa Anishnaabe-Kwewag Services Circle: June, 2012.

Creative Writing Workshop: Indigenous storytelling Through our Future Warriors: East View Public School, May, 2013.

Indigenous Storytelling Workshop: Balmy Beach Community School, Toronto, ON., Nov/ 2013.

Approaching Indigenous Literatures Workshop: Simon Fraser University, March 1, 2014.

Editing:

Co-editor, Matrix Magazine: Dossier of Indigenous Writing/Idle No More, Autumn 2013.

Co-editor, Lesley Belleau and Shannon Maguire, Contemporary Verse 2, The Canadian Journal of Poetry and Critical Writing. Ed, Clarise Foster. Winnipeg, Manitoba. Fall, 2016.

Manuscripts (works in progress):

Unbraiding, (fiction)
The Drowning Tomb (poetry) gondon: The Swallowing (poetry/Anishinaabe translation with Barbara Nolan and Henry Pitawaniquat).

ACADEMIC ESSAYS: (work in progress)

"Anaamibiig Dibaajimowin: Examining Feminine Narrative Submersion within Canadian Indigenous Literature."

"Escaping Squawdom: Women and Stereotyping in Beatrice Culleton Mosionier's_In Search of April Raintree.

Creative Activism on Turtle Island:

Activism and Love and Hope for our Progressive future and writers come from a sacred space that is collective and has beginnings within the spirit and community. There are not a lot of us that understands the direct love and community and I feel the necessity in the knowledge of our First Voices in a vital way of being. I know academics from a space of sacredity, one that opens new voices and one that is able to be able to hold the oral stories and the written stories in a safe space.

REFEREES

Dr. Karl Jirgens, English Department, University of Windsor.
Dr. Bernie Harder, Associate Professor, University of Windsor.
Dr. Paula Sherman, Trent University, Peterborough Ontario.
Dr. Marrie Mumford, Associate Professor, Trent University.

MODERN INDIGENOUS VOICES

Our Hearts Are a Burial Ground



Lesley Belleau



Lesley Belleau is an Anishinaabekwe writer, educator and activist from the Ojibway Nation of Ketegaunseebee (Garden River First Nation), near Bawating/Sault Ste. Marie, Ontario. She lives in Peterborough, where she is completing her PhD in Indigenous Studies at Trent University, focusing on Indigenous feminine literature and narratives. Belleau is the author of the short fiction collections *The Colour of Dried Bones* (Kegedonce Press) and *Sweat* (Your Scrivener Press). Her acclaimed poetry collection *Indianland* (ARP) received the prestigious Pat Lowther Memorial Award.

In this powerful poetry collection, the voices of Indigenous women speak with striking depth and candor, illuminating both the struggles and triumphs of everyday life. Each poem becomes a journey and an intimate passage through landscapes of emotion, resilience, and remembrance. Through vivid imagery and evocative language, these poems explore themes of identity, cultural inheritance, and the enduring effects of systemic oppression. In these poems, readers will find moments of pain and loss intertwined with flashes of joy, defiance, and empowerment, capturing the complex, multifaceted realities of Indigenous existence. More than a reflection on adversity, this poetry collection stands as a celebration of strength, beauty, and survival. It invites readers from all walks of life to listen, to bear witness, and to connect more deeply with the voices and stories that continue to shape the living heart of Indigenous womanhood.

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ONTARIO ARTS COUNCIL
CONSEIL DES ARTS DE L'ONTARIO
an Ontario government agency
un organisme du gouvernement de l'Ontario

Ontario

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Our Hearts Are a Burial Ground

Fingernails ripped off, dirt slinging, grave searching,
A silence of memory, babywatching, bodywatching,
The doors that never keep death out.
Death records and birth records yellowing
In our closets, little clothes falling apart.

Songs we sing in our sleep and wake up
Halfway through like we were
Being awakened by a gravekeeper.
Those nights and tears remembering,
Not wanting to know what they did to our babies.
Names were ignored. We know their names.

Every single one had a name.
If they didn't get a chance, then
The burial ground will open,
And their names will crawl outside the
Ground into history's arrogant heart.

Wanisin Abinoojinyens.
Bones a thousand years old, still waiting for us.

Sticks.
Sticks in her hand, her small hand walking forward
All her fervor, all her weight, hitting him in the head,
She never stops hitting in the head.
Five years old and she wants to hurt everything.
That beaver fled, her head dipped underwater, her tail flapped once.

I told her not to hit her.
She was wading in the water, peace was there.
She disappeared, she discovered the underwater,
And my daughter laughed and ran,
A lone stick in my hand, reddening the water,
A long cut, running after her,
Trails of wounded flowers her footpath.

Individual Artist Application Form
Arts & Culture Assistance Program
Corporation of the City of Sault Ste. Marie

Early intake submission deadline: **Last Friday in October** of each calendar year by 4:30pm EST

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- Artist Curriculum Vitae/Resume/Biography
- Links to artist social media accounts or websites (if applicable)
- Documentation/support material of past projects that would show the Applicant's ability to successfully undertake and complete the proposed project
- ACAP Project Plan Template
- ACAP Application Budget Template
- Quote documents for small capital/equipment purchases and/or print materials (if applicable)

Section 1: Artist Information

i. Artist Formal Name:
Parth Pandey

ii. Artist Practicing Name:
Paarth Pandey

iii. Artist Mailing Address and Postal Code:

iv. Artist Contact Information (Phone Number, Email Address):

v. Please provide an artist's statement or general statement about your work (maximum 500 words):

I am an Indian immigrant with over 12 years of film industry experience. I have worked in post sound engineering and on-set in the camera department. My work includes both low and high budget films in India, which gave me the unique opportunity to gain a clear understanding of client needs and expectations. Before moving to Canada, I worked with one of the top post production studios 'Q Labs' (Quality Cine Labs) in Mumbai, where I worked on films such as Bajirao Mastani, Piku, Masaan, Fitoor, and Rocky Handsome.
I moved to Canada and attended Sault College, graduating in 2019. Since moving to Sault Ste Marie, I have established my skill set as indispensable in the Northern Ontario Film Industry. I noticed a gap in the post production services available to Northerners, and opened my post production house 'Parka Pictures' in 2023. In the past years, I have worked primarily as a Post Supervisor, Cinematographer, and Gaffer on projects such as Do Not Disturb, The Day Lacey Called, Armchair Traveller, Magnetosphere, A Christmas Letter, Tales From The Void, Cascade, Protector, Broken Bones, What We Have Left, and Love In All The Small Places.
All my past experiences have led me to my first time directing with this short film. I want to step into the Director's role as it combines all my experiences and strengths into one role that will guide this project that I am so passionate about. The filmmaking experience I have allows me to know what all my crew members need, and how I can best support them as director. And I am excited to learn more about working closely with actors. By directing this short film, I will be able to develop new skills, and emerge a better filmmaker than before.
This project is very personal to me. I come from Indian culture, and having immigrated to Canada, I have a unique perspective of both cultures. In 2025, I married Rebeka Herron, a mixed-race Latina filmmaker also based in Sault Ste

vi. Please indicate the artist's discipline of focus:
Visual arts, performing arts, media arts, literary arts, multi & interdisciplinary arts, heritage arts, public art, other, and description (maximum 50 words):

Media Arts: a 20-minute live action short film.

Section 2: Type of Grant & Funding Amount Request

Applicants may choose one grant stream that best supports their project needs and objectives. **Please refer to the ACAP Guidelines.**

Please select only one:

Small Project Grant ☑

Cultural Diversity Grant ☐

ACAP Request Amount ($) 2700

Section 3: Description of Activities, Projects and Events

Please download, complete and include as an attachment the completed ACAP Application Project Plan Template for the proposed activity, project and/or event.

i. Project Name or Working Title:
Bollywood Novella

ii. Activity/Project and/or Event **Start Date:**
July 13, 2026

iii. Activity/Project and/or Event **End Date:**
September 2027

iv. Activity/Project and/or Event Location -
(Physical address or for virtual projects/programming/events please include links to websites, social media etc. where programming will take place/be present, maximum 50 words):

40 Queen St. E, Sault Ste Marie, ON P6A 1Y3

v. Please describe the proposed activity, project, and any relevant goals or objectives (maximum 750 words)

Bollywood Novela follows a young Indian woman named Priyanka and a young Mexican man named Raul. These two strangers move to the small city of Sault Ste Marie, Ontario to attend college. As they move into their different dorm rooms, they each call their parents back home. While their families miss them already, they are excited for them about this new and exciting year ahead.
Priyanka and Raul meet one day through a mutual friend Casey. Casey is a Canadian girl who is outgoing and loves to have fun. She introduces them in hopes that they bond over their mutual love to cook. It works! Priyanka and Raul quickly become friends as they realize they both have a passion for food and both want to start their own business one day.
As the semester starts and classes begin, they realize they are both struggling to find a sense of belonging in this strange new place. And so they begin to turn to each other for comfort. They bond over shared experiences and start to spend more time together. They take turns teaching each other about their different cultural backgrounds and traditions, and they even begin to cook together.
One day, they decide to take a break from studying and explore the city of Sault Ste Marie. They stumble upon a food truck festival where they become inspired by the different cultures represented in the food trucks and their own ideas of starting their own businesses. Together they come up with an idea: open a fusion Indian-Mexican food truck! They jump head first into this idea and begin researching and planning for this future.
Priyanka and Raul are excited about this new venture, and the possibilities of a future together. They realize they have finally found a place where they belong.
The goal of this project is to connect with communities to showcase cultural differences and celebrate culture and heritage. This project opens the doors for conversations about what makes us unique, and what brings us together. In Canada, and Sault Ste Marie specifically, we have the unique opportunity to experience a wide range of cultural identities, and this project aims to highlight the strength that comes out of multi-culturalism

vi. How does this activity, project, or event support the current Community Culture Plan? Please select all community programs and impact priorities that the project supports.

☑ Complement and support existing City initiatives, plans and projects and contribute effectively to the development of arts, culture and heritage in Sault Ste. Marie

☑ Contribute to the economic and social diversity of Sault Ste. Marie through the development of arts, culture and heritage products and tourism

☑ Promote effective, meaningful, and equitable community engagement and consultation processes

- [x] Provide mentorship and participatory opportunities for youth, diverse, and historically underrepresented groups in the community
- [x] Increase organizational capacity and sustainability of local art organizations, collectives, and artists (including Applicants)
- [x] Provide professional development opportunities for emerging and professional arts, culture, and heritage practitioners (including Applicants)
- [x] Fosters community connections, partnerships and networks
- [x] Provides opportunities for volunteerism
- [x] Significantly contributes to the quality of life and sense of identity in Sault Ste. Marie

Please explain these selections (750 words maximum):

This project will complement city initiatives by the way this short film will support the local film industry in Sault Ste Marie. The development of the arts in Sault Ste Marie is extremely important to me, and so I will be partnering with local businesses and organizations to create this art in Sault Ste Marie. Through partnering with those businesses, I will be pouring my budget into Northern costs, looking for every chance to support local artists.

I will be working to promote meaningful community engagement through the process of this short film. Working with

This short film will also provide an opportunity for diverse and historically underrepresented groups in the community to participate, and learn from experienced filmmakers on set. As a filmmaker with 12 years of experience, I know the value of mentorship on the job. And this short film will encourage these emerging filmmakers to build new skills so they can move forward with confidence.

This project will increase my capacity as a professional filmmaker as I learn to direct my team. I will increase my organizational, communication, and overall leadership skills. These skills will translate to every other job I do after completion. This kind of professional development will make me even more of an asset to my craft. The development of new skills will also extend to my crew, as this project will push us to grow and develop as filmmakers. Along with professional development, we will also have opportunities for volunteering for young people who are interested in testing out a filmmaking career. We will give them small responsibilities on set that will give them experience and an idea of what a life in filmmaking looks like. We will encourage them and, if they pursue it, they will have the connections to successfully begin a career as a Northern Ontario filmmaker.

At the end of this project, the crew and cast of this short film will walk away with community connections, partnerships, and professional networks that we can depend on for all future projects. This short film will deeply benefit the city of Sault Ste Marie by contributing to the quality of life and the sense of identity. Our city has a rich combination of different cultural and ethnic backgrounds, and this film being produced here will showcase this beauty and strength.

vii. What are the benefits to audiences, participants, and/or the community of Sault Ste. Marie that are intended upon successful completion and implementation of this activity, project or event? (500 words maximum):

This project will benefit the community of Sault Ste Marie, participants of the project, and the audience in two main ways. First, the benefits will be tangible in that I am pouring my budget into the local economy through local businesses and artists. I am supporting the development of the film industry in Sault Ste Marie, and supporting many artists in the process. Second, the benefit is abstract in that this story showcases the importance of valuing our different cultural backgrounds, and the beauty that can come from embracing each other. Our City has a unique composition of many different cultural and ethnic backgrounds, and this film will encourage the audience to ask questions, learn about each other, and embrace what makes us all different.

viii. If ACAP funding for this activity, project, or event is approved, please describe what the applicant considers to be successful implementation of the project. How will success be measured (maximum 250 words):

Successful implementation of this project will look like a few things. First, a timely completion in line with the set deadlines. As a first-time director, success will look like gaining new skills and connections that will follow into my future endeavors.
The project will be successfully completed once the short film is able to be submitted to festivals across Canada and Internationally. First, submitted to the Sault Film Festival based in Sault Ste Marie, then to regionally based festivals in Northern Ontario, before extending to the rest of Ontario, Canada, and internationally. I will measure the success by the acceptance of the film to festivals, and by estimated audience numbers, and online interaction.

Section 4: Marketing

i. What audiences do the proposed activity, project and/or event look to reach?

Select all that apply:

- [x] Local (within the Municipality)
- [x] Regional (within Algoma)
- [x] Tourism (those who will travel)
- [x] Other (Please describe)

ii. Please describe the items selected (250 words maximum):

This project intends to appeal to all of the above audiences. The local audience will be reached through local film festivals, screenings in Sault Ste Marie, and local news sources. Regionally, the audience will be reached through regional film festivals. The tourism audience will be reached through the festivals in the north that filmmakers travel to attend. And lastly, other audiences include Canadian, Indian, and International audiences who will be reached through film festival submissions and targeted online marketing.

iii. Please describe any specific audiences that are intended to be reached with the activity, project or event (150 words maximum):

This short film's target audience is women of different ethnicities aged 13-55. The targeted audience will also be fans of the romance genre as this story is primarily a love story, and immigrants and multicultural families. This film will connect with people who have experience with multiple cultures, including immigration and inter-cultural relationships. It will bring up conversations between audience members, creating a safe space for them to share their stories and learn about each other and their cultures.
I intend to reach this audience through film festivals across Canada and internationally and marketing on social media and online. By submitting the finished short film to festivals across Northern Ontario, Canada, and internationally, I will be able to reach my audience and share this story. This is an international story, and so I will especially focus on submitting to festivals that highlight global multiculturalism.

iv. How will the activity, project or event be promoted? Please describe and include any links to social media accounts or relevant websites or organizations (maximum 250 words):

This short film will be promoted through its own social media page that will start up close to production and will feature behind the scenes to capture the filmmaking process. I will create a combination of press releases and news stories for local and regional news sources such as Sault Star, SooToday, and News for the North.
My social media link is @parkapictures.ca

v. What age does the activity, project, or event look to reach? (Select all that apply):

- [x] 0-18
- [x] 19-34
- [x] 35-59
- [ ] 60-75
- [ ] 76+

vi. What is the estimated attendance or viewership of the activity, project and/or event?

- [ ] 1-50
- [ ] 51-100
- [ ] 101-250
- [ ] 251-500
- [ ] 501-1,000
- [ ] 1,001-2,500
- [x] 2,501+

vii. What is the estimated number of participants directly involved in the implementation/execution of the proposed activity, project and/or event (including staff, volunteers, participating artists, etc.)?

☐ 1-10	☐ 26-50
☑ 11-25	☐ 51+

viii. Please provide a brief description of participant composition (maximum 150 words):

Parth Pandey - Director, Cinematographer (BIPOC)
Nishant Arora - 1st AC (BIPOC)
Abhijit Patil- Post Supervisor (BIPOC)
Zachary Day-Andre - G&E (Indigenous)

Section 5: Existing In-kind & Previous Funding

Applicants who are requesting **any** other type of financial or in-kind assistance from the City (all departments) as part of their activity, project and/or event must ensure that it is included in the ACAP Application Budget Template.

i. Has the applicant received ACAP funding or any other City of Sault Ste. Marie municipal cultural financial assistance in the past?

☐ Yes ☑ No

Section 6: Project, Activity/Event Budget

i. Please download, complete, and attach a copy of the ACAP Application Budget Template.

Please show how ACAP funding will be used if the Applicant's request is approved. Please include all cost categories, both eligible and ineligible, for each of the components/items of the activity, project and/or event, all expected funding sources and type of funding (grant, in- kind, cash, etc.).

Section 7: Authorization

I, Parth Pandey (Name of Artist Applicant) attest that all information contained in this application, agree to fulfill the responsibilities for all activity, project and/or event deliverables contained therein and/or agreed to by the Cultural Vitality Committee and the City of Sault Ste. Marie. This application will act as a contract between the City of Sault Ste. Marie and the Applicant should the application be successful.



_____Signature March 27, 2026 _____Date

Completed applications and supporting documentation may be submitted by email to:

a.moore@cityssm.on.ca
Subject Line: Cultural Financial Assistance Application – Attention: Arts and Culture Lead

Completed applications may be submitted by mail or in person to:

Community Development and Enterprise Services
Attention: Arts and Culture Lead
99 Foster Drive
Civic Centre
Sault Ste. Marie, ON
P6A 5X6

Cost Category (Types of Expenses for Project) - Add/delete rows as needed	Eligible Project Costs (Refer to ACAP Guidelines for Details)	Ineligible Project Costs (Refer to ACAP Guidelines for Details)	Funding Source (ACAP, Cash, Other Gov. Funders, Sponsors, etc.)	Funding Type (Grant, Cash, In-kind, etc.)	Quotes/Estimates (Links where applicable)
Operational Costs					
Insurance	750		Cash	Cash	
Materials & Supplies Costs					
Materials and Suppl	1000		OAC	Grant	
Craft/Catering	840		OAC	Grant	
Equipment Costs					
Equipment rental	7730		SPONSOR		SPES
Studio Rental	1200		ACAP	Grant	
Artist Fees					
Director	1000		ACAP	Grant	
Cast	2700		OAC	Grant	
Crew	7000		OAC	Grant	
Writer	500		ACAP	Grant	
Editing	1000		OAC	Grant	
Sound	500		OAC	Grant	
Colour	450		OAC	Grant	
Other Costs					
Travel/Accomodatio	2350		OAC	Grant	
Marketing	500		OAC	Grant	
Contingency	200		OAC	Grant	
Total Costs	0	0			
Total Project Costs:	0				

Application Project Plan Template

Name of Applicant: Parth Pandey

Intake/Date: Paarth Pandey

Page 1 **of**

Activity	Start Date of Activity (M/Y)	End Date of Activity (M/Y)	Description/ Notes
Finalize Script	July 13, 2026	July 17, 2026	
Pre-Production	July 20, 2026	Jul. 31	Lock Locations, hire Cast and Crew. Work on Set dec, props, wardrobe.
Production	Aug. 3, 2026	Aug. 4, 2026	Filming for 2 days.
Post Production starts	Aug. 5, 2026	Aug. 12, 2026	Rough edit to fine cut.
Sound mixing	Aug. 13, 2026	Aug. 21, 2026	Mix sound, record ADR if needed.
Colour	Aug. 24, 2026	Sept. 4, 2026	Colour grading
Finalize Edit	Sept. 7, 2026	Sept. 11, 2026	Any last changes before it is packaged.
Festival Submissions	Sept. 12, 2026	Sept. 2027	Submit to festivals starting in Sault Ste Marie and expanding until international.

Application Project Plan Template

Name of Applicant:

Intake/Date: I am an Indian immigrant with over 12 years of film

Page of Med ia

Activity	Start Date of Activity (M/Y)	End Date of Activity (M/Y)	Description/ Notes

[redacted]

CINEMATOGRAPHER

Blind Memories (short film)	dir. Andrea Facenda Fraino	Dec 2025
Love In All The Small Places (series) - airing on Bell Fibe TV1 in 2026	dir. Sarah Cleveland/ Rebeka Herron	Dec 2025
Haunted House Party (feature film)	dir. Michael Dotson	June/Oct 2025
The Red Feather (short film)	dir. Kulraj Randhawa	July 2025
The Great Canadian Baking Show (TV) - Sault Ste Marie segments	for CBC	April 2025
Love In All The Small Places (teaser) - Nomination Best In Shorts CTV Cinefest	dir. Sarah Cleveland/ Rebeka Herron	Dec 2025
Broken Bones (feature film) - Winner Forest City Feature Pitch	dir. Rebeka Herron	Dec 2024
Rumspringa (short film) - Winner Best Short Film Asian Talent International Film Festival 2025	dir. Miia Piironen	Aug 2024
Mythical Cave (short film) - Nomination Best In Shorts CTV Cinefest	dir. Bill Cole	June 2024
The Lost Word (short film)	dir. Brandon Jourdin	June 2024
Creator's Economy (documentary)	dir. Zack Trunzo	July 2023
Hardware Store Puppet showdown (demo)	dir. Byron Laviolette	June 2023
Christmas Fruitcake (short film)	dir. Jonna Boulaine	May 2023
Sault Intl. Women's Day (trailer)	dir. Rebeka Herron/ Parth Pandey	February to March 2023
Meant to Be (short film)	dir. Josh Hales	2023
The Process (short film)	dir. Rebeka Herron	December 2022
Cafe Chronicles Season 1 (digital series) - Nominated for Best Webseries at Terror in the Bay Film Festival 2025	dir. Rebeka Herron/ Joseph Schlapsi	December 2022

Relatively Bad Date (short film)	dir. Mark Datuin	November 2022
Hannah Lindsay (music video)	dir. Jonna Boulaine	August 2022
WaterWays Season 1, Episode 6 (TV)	dir. Steven Bull	July 2022
Psychic Patty (digital series)	dir. Rebeka Herron	September 2021
Bone Curator (teaser)	dir. Trish Rainone	September 2021
Old Friend (short film)	dir. Joseph Schlapsi	2021
And Again (short film)	dir. Joseph Schlapsi	2020
Assistant Cinematographer	dir. Various Indian Film Industry	2016 - 2019

GAFFER

What We Have Left (feature film)	dir. Sergio Navaretta	September 2025
Loathe Thy Neighbor (feature film)	dir. Sergio Navaretta	October 2023
Tales From The Void Season 1 (series) Rigging Gaffer	dir. Various	August 2023
Magnetosphere (feature film)	dir. Nicola Rose	July to August 2023
Armchair Traveller (feature film)	dir. Rebeka Herron	August 2022
Partum (short film)	dir. Mark Datuin	October 2022
In a Violent Nature (feature film) *Premiered at Sundance 2024	dir. Chris Nash	May 2022
The Day Lacey Called (feature film)	dir. Jimmie Chiverelli	April to May 2022
Deano's at Three (short film)	dir. Jimmie Chiverelli	September 2021
Do Not Disturb (feature film)	dir. Jon Anslie	August 2021

ASSISTANT GAFFER/BEST BOY

Finch and Midland (feature film)	dir. Tim Yeung	Sept 2024
Falsehood (feature film)	dir. Ethan Hickey	July 2024
Deathstalker (feature film)	dir. Steven Kostanski	May 2024

GRIP & ELECTRIC

Sanctuary (Apple TV series) Grip Daily	dir. Various	June 2024
Cascade (feature film) 3rd Electric	dir. Egidio Coccimiglio	June 2021
A Christmas Letter (MOW) Grip and Electric Swing	dir. Brian Roberts	May 2021
The Protector (feature film) 3rd Electric	dir. Lenin M. Sivam	April 2021

VIDEOGRAPHER / CAMERA OPERATOR

180 Sisterhood Productions Videographer	dir. Various	April 2022 to Nov 2024
Queer & Muslim: Rebeka Interview Videographer	dir. Panta Mosleh	September 2023
3rd Annual Sault Film Festival Videographer & Workshop Guest	dir. Rebeka Herron	November 2022
So I Married a Mangiacake (comedy special) Videographer	dir. Rebeka Herron	October 2022
Tundra Friends Season 1 Location Sound Mixer & Camera Assistant	dir. Roselynn Akulukjuk	March to April 2022
Soo GreyHounds Camera Operator	dir. Derek Turner	2020 to 2022
2nd Annual Sault Film Festival Videographer	dir. Rebeka Herron	November 2021
City of Sault Ste Marie Mural Festival Videographer		June 2021

POST PRODUCTION EXPERIENCE

Owner/Post Supervisor — Nov 2022 to present
Parka Pictures (www.parkapictures.ca)

- Love In All The Small Places (series)
- What We Have Left (feature film)
- Broken Bones (feature film)
- Stalkers (feature film)
- Good Enough (documentary)
- Byward Heights Season 1 (series)
- Archaeology Project (layouts)

- Creators Economy (documentary)
- Magnetosphere (feature film)
- Ride-Failing (documentary)
- A Witch Named Agatha (animated series)
- Armchair Traveller (feature film)
- Cash Cows (short film)
- The Process (short film)
- Cafe Chronicles (series)
- Operation Imagination (animatic)
- Sault Intl. Women's Day (trailer)
- Queer & Muslim (documentary teaser)
- The Day Lacey Called (feature film)
- Relatively Bad Date (short film)
- Partum (short film)
- Mythical Cave (short film)

Qlabs PVT Ltd. (India) August 2015 - July 2016
Studio Manager

Qlabs PVT Ltd. (India) June 2014 - July 2016
Dubbing Engineer

EDUCATION

Digital Film Production - Sault College 2019 - 2021

Diploma in Sound Engineering - Sound Engineering Academy (India) 2013 - 2014

SKILLS AND EXPERIENCE

Business & Technology

- Consistently lighting the set and operating cameras throughout filming.
- Proficient with ProTools and Adobe Premiere Pro software
- Experienced in handling expensive equipment in fast-paced environments.

Management/Leadership

- Supervised team members to complete various projects while in a studio setting.
- Managed the handling of expensive equipment and materials.
- Ensured staff met all objectives in tight deadlines.

Customer Service

- Multi-Lingual - English and Hindi
- Excellent problem solving skills while effectively communicating goals to staff.
- Good time management and organizational skills.

References
Rebeka Herron - rebeka@rustyhaloproducitons.com
Tierney Boorboor - tierney@elancreative.net

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Rachel Gabor

ii. Artist Practicing Name:
Rachel Gabor

iii. Artist Mailing Address and Postal Code:

iv. Artist Contact Information (Phone Number, Email Address):

v. Please provide an artist's statement or general statement about your work (maximum 500 words):

I am an emerging female filmmaker in Northern Ontario. I graduated from Calvin University's Philosophy, and Film and Television programs in 2024. I completed a semester internship at Sidestilt Films in Los Angeles with Columbia College Chicago, and I have recently participated in the CISF Business Affairs Bootcamp series led by Elisabeth-Ann Gimber. My past work includes being an office production assistant on the feature film "Magnetosphere", and the series "Tales From the Void", both filmed in Sault Ste Marie. I have worked with Rusty Halo Productions as a Production Coordinator on Feature films such as "Broken Bones" (Sault Ste Maire, ON, and London, ON), "Haunted House Party" (Sault Ste Marie, Michigan), "What We Have Left" (Searchmont), and the series coming to Bell Fibe TV this spring titled "Love In All The Small Places" (London, Ontario).
As a young and emerging filmmaker, all my experiences are due to the opportunities I have found in Northern Ontario. I am eternally grateful to have found a film community that not only supports me, but pushes me past my comfort zone, and encourages me to contribute and create. The film industry in Sault Ste Marie has provided me the chance to fall in love with a career in filmmaking, and this project is my next step forward. With the support of my film community, and the city of Sault Ste Marie, I can stretch my artistic muscles to create a short film that represents who I am as a filmmaker. I love stories that show social imaginaries that connect with people and encourage questions and conversations about what our world would/could look like. I believe that imagination is the way we change the world: when we present a beautiful picture of a kind of life, we can be inspired to build towards that. The enchantment of each other is the way we see past our prejudices and learn to live together. This is why filmmaking is a powerful media. With this project, I hope to allow other filmmakers the chance to partner with me to

vi. Please indicate the artist's discipline of focus:
Visual arts, performing arts, media arts, literary arts, multi & interdisciplinary arts, heritage arts, public art, other, and description (maximum 50 words):

Media arts: a 15-minute live action short film

Section 2: Type of Grant & Funding Amount Request

Applicants may choose one grant stream that best supports their project needs and objectives. **Please refer to the ACAP Guidelines.**

Please select only one:

Small Project Grant ☑

Cultural Diversity Grant ☐

ACAP Request Amount ($) 2999.00

Section 3: Description of Activities, Projects and Events

Please download, complete and include as an attachment the completed ACAP Application Project Plan Template for the proposed activity, project and/or event.

i. Project Name or Working Title:
Put Me On Hold

ii. Activity/Project and/or Event **Start Date:**
06/01/2026

iii. Activity/Project and/or Event **End Date:**
12/31/2026

iv. Activity/Project and/or Event Location -
(Physical address or for virtual projects/programming/events please include links to websites, social media etc. where programming will take place/be present, maximum 50 words):

40 Queen St. E, Sault Ste Marie, ON, P6A 1Y3

v. Please describe the proposed activity, project, and any relevant goals or objectives (maximum 750 words)

Put Me on Hold is a 15-minute comedy/drama short film about Mae, a musician whose job is to play live hold music for a loneliness helpline. All day everyday she sits alone in a room with her violin waiting for someone to call in, just so she can play a small piece of her music before the caller gets put through or hangs up. After so many calls that end in annoyed and frustrated callers, she teeters on feeling defeated by 'the system'. Then one day, she receives a call from a salesman named Jamie. Jamie works for a pharmaceutical company that sells anti-loneliness drugs. After their initial response of confusion and competition, the two realize they have more in common than they thought at first. They are then interrupted by the Helpline Operator. But Jamie soon learns that a lot of his phone numbers seem to lead back to Mae, who waits on hold. As their conversations progress, Mae and Jamie can't help but question if the connection they've been looking for isn't in the helpline, or the drugs, but possibly found on hold.

The goal of this project is to connect with artists who, like myself, long to focus their attention on making a beautiful life through works of art, but instead find themselves distracted and intimidated by the cost of living and the pressures of society. This film is for the artists in all mediums who can see themselves in Mae and Jamie: a little bit lost, but still hanging onto hope for connection, understanding, and purpose.

This project will be created entirely in Sault Ste Marie, using local locations, local production and post production companies, and local crews. It will bring together a group of local artists to creatively use a modest budget to build a polished short film that is a 100% northern production. My objective for hiring is to have emerging artists and filmmakers involved in areas such as wardrobe, camera department, cast, and editing. My goal is to have this project be a labour of love for many young artists, and give them opportunities to build new skills and establish connections with other filmmakers to grow our film community.

Put Me on Hold will be the first short film I have written, directed, and produced outside of school projects. With it, my goal is to establish my writing and directing portfolio with a piece that represents who I am as an artist and filmmaker. Once it is completed, I will

vi. How does this activity, project, or event support the current Community Culture Plan? Please select all community programs and impact priorities that the project supports.

☑ Complement and support existing City initiatives, plans and projects and contribute effectively to the development of arts, culture and heritage in Sault Ste. Marie

☑ Contribute to the economic and social diversity of Sault Ste. Marie through the development of arts, culture and heritage products and tourism

☑ Promote effective, meaningful, and equitable community engagement and consultation processes

- [x] Provide mentorship and participatory opportunities for youth, diverse, and historically underrepresented groups in the community
- [x] Increase organizational capacity and sustainability of local art organizations, collectives, and artists (including Applicants)
- [x] Provide professional development opportunities for emerging and professional arts, culture, and heritage practitioners (including Applicants)
- [x] Fosters community connections, partnerships and networks
- [x] Provides opportunities for volunteerism
- [x] Significantly contributes to the quality of life and sense of identity in Sault Ste. Marie

Please explain these selections (750 words maximum):

This project supports the City initiatives to develop arts and culture in Sault Ste Marie by building up the local film industry through hiring local crew, local companies, and filming in local locations. The finished product will be a beautiful short film that Sault Ste Marie is proud to claim. It will inspire artists, and showcase the possibility and viability of filmmaking careers in Sault Ste Marie.

It contributes to the economic diversity of Sault Ste Marie through the development of the arts in the film industry and by the way we plan to spend the entire budget on local businesses and local crew, creating job opportunities and filmmaking experiences for the people of Sault Ste Marie. This project is a Northern production, and the budget will reflect that.

As with all small art projects, this project's success rests on the community's willingness to embrace this project in meaningful and equitable engagement. Through partnerships with local businesses, hiring local crew, and marketing through community news sources, the community of Sault Ste Marie will be very involved in effective engagement and consultation. I intend to host a test screening at the Sault Film Festival's newly renovated event space before I begin promoting the festival run. This test screening will allow the hardworking local crew and business partners to see the fruits of their labour, and give their valued feedback on the final product.

This project intends to provide mentorship to young, emerging, diverse, and historically underrepresented filmmakers in many roles across the cast and crew. I am a new director, and will be working closely with Rebeka Herron, an established female filmmaker of mixed-race. My Cinematographer is Parth Pandey, an immigrant from India. My sound mixer and main editor is Joseph Schlapsi, an emerging non-binary filmmaker who is currently working on their own short film. I intend to hire recent graduates from schools like Sault College and the Algoma Conservatory to work as on-set PA's, editing assistants, and a composer. This crew will be a diverse group of Northern Ontario residents who are passionate about filmmaking and eager to see this film come to life.

Through this project, many emerging artists (myself included) will grow in organizational capacity and sustainability by introducing new professional roles and skills. This project will allow the cast and crew to explore more opportunities based on this experience. Each local

vii. What are the benefits to audiences, participants, and/or the community of Sault Ste. Marie that are intended upon successful completion and implementation of this activity, project or event? (500 words maximum):

This short film aims to benefit artists of all kinds. Among the audience, it aims to provide support and representation, and create a mutual understanding in the theatre. It is a story that artists identify with, and I hope I can encourage them to continue chasing after a career in the arts, especially within this tumultuous social and political time for artists in Canada and the world. While young/emerging artists will see themselves and their worries about a future career in the arts on screen, more established artists will understand the worries of the characters and see their careers through the lens of the journey they have been on. Together, as a joint audience emerging and established artists will be able to share their experiences and help encourage each other as filmmakers.

The participants of this short film, including crew, cast, and business partnerships, will benefit from another local production in Sault Ste Marie. They will benefit in that they will receive payment for their labour and contribution, they will establish professional relationships that will continue beyond the scope of this project, and they will benefit as all artists do when we get to pour into a collective project creatively and create something beautiful in the world.

The community of Sault Ste Marie will benefit from a local production pouring our budget into the community, and by local filmmakers being supported in their careers as artists and adding this polished short film to their resumes.

viii. If ACAP funding for this activity, project, or event is approved, please describe what the applicant considers to be successful implementation of the project. How will success be measured (maximum 250 words):

If ACAP funding was approved for this project, the successful implementation would look like this film being shot, edited, and screened in Sault Ste Marie within 12 months of the grant's disbursement. A successful use of those funds will be hiring local filmmakers who are both established in Sault Ste Marie, and giving new and emerging filmmakers a chance to learn new skills and contribute to this project.

Beyond the scope of Sault Ste Marie, this project being a success would look like marketing it and entering it into festivals across Canada and the globe. Starting by hosting a test screening before the festival run for the community of Sault Ste Marie who participated in this project. Moving on to festivals across Canada, this short film has the ability to connect with artists everywhere, and I hope to give it that chance to shine.

The success will be measured in a few different ways. Primarily, the amount of people who can see it will be a measuring unit: the more, the better. But beyond quantity, success will be measured by the local crew's development in this filmmaking process. I want to see the film industry grow in Northern Ontario, so a successful short film would result in working relationships between established filmmakers and recent graduates, new immigrants, and other emerging filmmakers. This project will be a success if my crew is able to showcase this short film as a clear example of their skills and

Section 4: Marketing

i. What audiences do the proposed activity, project and/or event look to reach?

Select all that apply:

- [x] Local (within the Municipality)
- [x] Regional (within Algoma)
- [x] Tourism (those who will travel)
- [x] Other (Please describe)

ii. Please describe the items selected (250 words maximum):

I intend to reach local, tourism, regional, national, and international audiences with this short film. The local audience will be provided an invitation to a test screening before the festival run, and a chance to see the final product at local festivals such as the Sault Film Festival.
Regional audiences will be able to see this short film through festivals in Northern Ontario, and the possible participation in the Sault Film Festival's new touring program that will provide screenings of local shorts to communities in the Algoma region.
I will reach tourist audiences at said festivals as filmmakers travel to participate in said festivals across the province of Ontario to festivals such as the Sault Film Festival.
I also intend to reach audiences across Canada and internationally though festival submissions that are not bound geographically. As being an artist is universal, I believe this film has the power to connect to audiences across the globe as well as right here in Sault Ste Marie.

iii. Please describe any specific audiences that are intended to be reached with the activity, project or event (150 words maximum):

My specific primary audience is fellow artists. This applies to both new and emerging filmmakers, who, as they begin a career in the arts, are unsure of how the current economic and political state of the world will allow them to do so. Like me, these artists face doubts and distractions that cause them to constantly reconsider whether a career in the arts is viable, and what that would even look like. This film connects with those artists, and hopefully inspires them to share their complicated experiences and encourage one another. I also intend to reach established artists, who have fought hard for the career that they have, and who know the struggle and doubts that plague us. Film festivals are the perfect place to reach these audiences as fellow filmmakers are in attendance and are looking for films that connect with them on deep emotional levels.

iv. How will the activity, project or event be promoted? Please describe and include any links to social media accounts or relevant websites or organizations (maximum 250 words):

This project will be promoted through the web of established social media accounts and websites of the local businesses I will be partnering with to produce this film. This includes:
Rusty Halo Productions - https://www.rustyhaloproductions.com/
Parka Pictures - https://www.parkapictures.ca/
Sault Production Equipment Services (SPES) - https://www.saultprodequip.com/
Chalo TV - https://tvchalo.vhx.tv/short-films
I will also be creating this show's own social media account for unique behind the scenes looks and exciting updates. I will be creating press releases to send to local news stations such as SooToday, Sault Star, News for the North, and local news sources across the Algoma region and Northern Ontario. Below are social media links:
@rachelgabor3 @rustyhaloprod @parkapictures.ca @tvchalo @saultprodequip @filmguymcgee

v. What age does the activity, project, or event look to reach? (Select all that apply):

- [x] 0-18
- [x] 19-34
- [x] 35-59
- [x] 60-75
- [ ] 76+

vi. What is the estimated attendance or viewership of the activity, project and/or event?

- [ ] 1-50
- [ ] 51-100
- [ ] 101-250
- [ ] 251-500
- [ ] 501-1,000
- [ ] 1,001-2,500
- [x] 2,501+

vii. What is the estimated number of participants directly involved in the implementation/execution of the proposed activity, project and/or event (including staff, volunteers, participating artists, etc.)?

☐ 1-10	☐ 26-50
☑ 11-25	☐ 51+

viii. Please provide a brief description of participant composition (maximum 150 words):

Writer/Director/Producer - Rachel Gabor (Female, emerging)
Producer - Rebeka Herron (Mixed-race Latina)
Sound Recordist, Editor - Joseph Schlapsi (Non-Binary, Disability, emerging)
Director of Photography - Parth Pandey (BIPOC)
Set Decorator - Elizabeth Moran (Female, emerging)
Wardrobe - Ela Kallonen (Female, LGBTQ+, emerging)
Composer - Open to all ethnicities/diversities, goal is emerging filmmaker/recent graduate
Actors (5) - Open to all ethnicities/diversities

Section 5: Existing In-kind & Previous Funding

Applicants who are requesting **any** other type of financial or in-kind assistance from the City (all departments) as part of their activity, project and/or event must ensure that it is included in the ACAP Application Budget Template.

i. Has the applicant received ACAP funding or any other City of Sault Ste. Marie municipal cultural financial assistance in the past?

☐ Yes ☑ No

Section 6: Project, Activity/Event Budget

i. Please download, complete, and attach a copy of the ACAP Application Budget Template.

Please show how ACAP funding will be used if the Applicant's request is approved. Please include all cost categories, both eligible and ineligible, for each of the components/items of the activity, project and/or event, all expected funding sources and type of funding (grant, in- kind, cash, etc.).

Section 7: Authorization

I, Rachel Gabor (Name of Artist Applicant) attest that all information contained in this application, agree to fulfill the responsibilities for all activity, project and/or event deliverables contained therein and/or agreed to by the Cultural Vitality Committee and the City of Sault Ste. Marie. This application will act as a contract between the City of Sault Ste. Marie and the Applicant should the application be successful.



Signature March 26, 2026 Date

Completed applications and supporting documentation may be submitted by email to:

a.moore@cityssm.on.ca
Subject Line: Cultural Financial Assistance Application – Attention: Arts and Culture Lead

Completed applications may be submitted by mail or in person to:

Community Development and Enterprise Services
Attention: Arts and Culture Lead
99 Foster Drive
Civic Centre
Sault Ste. Marie, ON
P6A 5X6

Cost Category (Types of Expenses for Project) - Add/delete rows as needed	Eligible Project Costs (Refer to ACAP Guidelines for Details)	Ineligible Project Costs (Refer to ACAP Guidelines for Details)	Funding Source (ACAP, Cash, Other Gov. Funders, Sponsors, etc.)	Funding Type (Grant, Cash, In-kind, etc.)	Quotes/Estimates (Links where applicable)
Operational Costs					
Insurance	356.40		ACAP	Grant	
Materials & Supplies Costs					
Food	560.00		OAC	Grant	
Set Dec / Props	200.00		Sponsor	In-Kind	
Wardrobe	160.00		ACAP	Grant	
Hard Drive	200.00		ACAP	Grant	
Equipment Costs					
Gear Rental (SPES	4,213.87		OAC	Grant	PFA: SPES (
Studio Rental	400.00		OAC	Grant	
Studio Rental	800.00		Sponsor	in-Kind	PFA: SPES i
Artist Fees					
Writer/Director	600.00		OAC	Grant	
Cast	950.00		ACAP	Grant	
Production Crew	4600.00		OAC	Grant	
Composer	1000.00		OAC	Grant	
Post Production Ser	2,670.00		OAC	Grant	PFA: Parka (
Other Costs					
Festival Submission	740.00		ACAP	Grant	
Contingency	432.60		ACAP	Grant	
Total Costs	17,882.87	0			
Total Project Costs:	17,882.87				

Application Project Plan Template

Name of Applicant: Rachel Gabor

Intake/Date: Rachel Gabor

Page 1 **of**

Activity	Start Date of Activity (M/Y)	End Date of Activity (M/Y)	Description/ Notes
Finalize Script	June 12, 2026	June 26, 2026	Complete script rewrites.
Locations, Casting, Hiring Crew	June 29, 2026	July 15, 2026	Hire local crew, host auditions, hire cast.
Work with Composer and Cast on original song.	July 1, 2026	July 29, 2026	Work with composer to write original violin song.
Preproduction: wardrobe, set dec	July 30, 2026	Aug. 13, 2026	Build sets, begin production preparation, gather materials
Production	Aug. 14, 2026	Aug. 16, 2026	Filming for 3 days
Record Voice Actors and music	Aug. 17, 2026	Aug. 17, 2026	Record voice actors in studio and record violin music.
Editing, Colour, Sound Mixing	Aug. 18, 2026	Aug. 25, 2026	Editing process
Final Edit	Aug. 26 , 2026	Sep. 1, 2026	Final edits.
Test Screening in Sault Ste Marie for crew	Sep. 4, 2026	Sep. 4, 2026	Test screening for crew and film industry.

Rachel Gabor

[redacted] - Based in Sault Ste Marie

Education

Calvin University (Grand Rapids, MI, USA) 09/2020 – 01/2024
Bachelor of Arts, Film and Media: Production Concentration
Bachelor of Arts, Philosophy
- Dean's List, Member of Lambda Pi Eta (Honor Society of National Communication Association)

Columbia College Chicago (Semester in Los Angeles) 01/2024 – 05/2024
Bachelor of Arts, Film and Media: Production

Work Experience

Office Intern
Sault Film Festival (Sault Ste Marie, ON, CAN) 08/2025 – Present
- Work through the year to organize, prep, promote, and run the Sault Film Festival and all of its promotional events including summer movie nights. This includes getting movie permits, creating spreadsheets of timing, creating and posting social media marketing, selling tickets, and answering questions from the public.

Production Coordinator for Bell Fibe TV Series 'Love In All The Small Places'
Immensity Productions. (London, ON, CAN) 12/2025 – 12/2025
- Work with the producers to create script breakdowns, and schedules. Create and send out daily call sheets, sides, and maps. Coordinate between production and locations, background performers, sponsors, cast and crew to ensure smooth and timely production days.

2nd AD for feature film 'Dolphin Flip'
Dolphin Flip Picture Inc. (London, ON, CAN) 10/2025 – 10/2025
- Work closely with 1st AD to create daily and weekly schedules. Implement schedules into daily timings. Move cast from pickup through processing and onto set in a timely fashion.

Production Coordinator for feature film 'What We Have Left'
S.N.A.P. Films Inc. (Searchmont, ON, CAN) 09/2025 – 11/2025
- Coordinate vehicle rentals, location agreements, Crew contracts, NOHFC residency forms, ACTRA contracts, Preliminary scheduling, and answering any questions from cast or crew on set. Complete wrap paperwork including NOHFC and ACTRA completion.

Production Coordinator for short film 'The Red Feather'
Polkadot Media (Sault Ste Marie, ON, CAN) 07/2025 – 07/2025
- Breakdown script and creating a schedule, preparing, negotiating, and executing locations agreement, organizing catering and craft, executing crew and cast contracts, performing on-set PA duties.

Production Coordinator for feature film 'Haunted House Party'
Maim Inc. (Sault Ste Marie, ON, CAN) 06/2025 – 07/2025
- Coordinate and execute vehicle rental agreements, location agreements, crew contracts, NOHFC residency forms, cast contracts, and Government of Canada to USA carnet.

Production Coordinator for feature film 'Broken Bones'
Rusty Halo Productions (Sault Ste Marie, ON, CAN) 11/2024 – 01/2025

- Create schedules, scout and lock locations, create and execute cast and crew contracts. Undertake daily catering, location agreements, city street parking and transportation.

Development and Research Intern
Sidestilt Films (Los Angeles, CA, USA) 01/2024 – 05/2024

- Under instruction from producers, research topics for documentary potential, and create and present pitches. Work with the team to complete office work, attend weekly meetings, and stay up to date on

Office Production Assistant for episodes 1, 3, & 4 of series Tales from The Void
Envoi Entertainment (Sault Ste Marie, ON, CAN) 07/2023 – 08/2023

- Work closely with the Production Team to complete paperwork including ACTRA contracts, canada work permits, travel permits, locations agreements, Cion MAPPED applications and other grant applications, and daily production reports.

Office Production Assistant for feature film 'Magnetosphere'
Pine Pathways Productions Inc. (Sault Ste Marie, ON, CAN) 07/2023 – 08/2023

- Work with the Production Manager to complete paperwork including Covid Testing Reports, Daily Progress Reports, Cion MAPPED applications, and crew contracts and residency declarations. Organize daily camera, sound, and script reports for the editing team.

Film Production Department Lab Assistant
University Communications Dept. (Grand Rapids, MI, USA) 09/2021 – 12/2023

- Work within the film department to organize and run the gear rental for students, answer questions and teach students the specifics of camera, lighting, and sound gear. Assist professors in labs, and provide support for all film students when needed.

Skills

- Highly organized, resourceful, dependable, adaptable, proficient at multitasking
- Works well in deadline-oriented departments, able to anticipate needs, and experience trouble shooting.
- Excellent written and verbal communication skills.
- Microsoft Office Suite (Word, Excel, Outlook, etc.), Google Suite (Gmail, Docs, Sheets, etc.)

Certifications

- Ontario Green Screen Sustainable Film Production Fundamentals
- Canadian Independent Screen Fund's *Business Affairs Bootcamp Series* hosted by Elisabeth-Ann Gimber

Rachel Gabor - Past Projects

Love In All The Small Places - In Post Production (Release is May 2026)
Live Action Bell Fibe TV Series - 2025 - London, ON
Production Coordinator

What We Have Left - In Post Production
Live Action Feature Film - 2025 - Searchmont, ON
Production Coordinator

Haunted House Party - In Post Production
Live Action Feature Film - 2025 - Sault Saint Marie, MI, USA
Production Coordinator
Watch Trailer here: https://www.facebook.com/share/v/17wLeBAJAo/

Broken Bones - In Post Production
Live Action Feature Film - 2024/25 - Sault Ste Marie/London, ON
Production Coordinator

Tales From The Void
Live Action Web Series - 2023 - Sault Ste Marie, ON
Office Production Coordinator
Watch here:
https://watch.plex.tv/watch/show/tales-from-the-void?uri=provider%3A%2F%2Ftv.plex.provider.vod%2Flibrary%2Fmetadata%2F65f99ddf0a3ad89d057b027b

Magnetosphere
Live Action Feature Film - 2023 - Sault Ste Marie, ON
Office Production Assistant
Watch Trailer here: https://www.youtube.com/watch?v=A5OhmL3a4tM

University Projects:

The First Dog
Live Action Short Film - 2021 - Calvin University
Writer, Director, Producer
Watch here: https://www.youtube.com/watch?v=SOTbR3ja6ag&t=13s

Spikeball Addicts
Live Action Short Film - 2020 - Calvin University
Writer, Director, Producer
Watch here: https://www.youtube.com/watch?v=I9BBVtiOm2Y

Parka Pictures Inc.

40 Queen street E
Sault Ste Marie, ON
705-975-6999
Parth Pandey

Quote

Submitted on **3/27/2026**

Quote for

Rachel Gabor
[redacted]

Quote #

PP-2026-01

Project

Put Me On Hold

Description	Units (Hours)	Unit price	Total price
Editing	35	$22.00	$770.00
Colouring	26	$21.00	$546.00
Sound Design and Mixing	32	$20.00	$640.00
Instrument Recording	4	$18.00	$72.00
Mastering and Packaging	12	$20.00	$240.00
Studio rental for voice recording	1	$50.00	$50.00
Background Music	16	$22.00	$352.00
			$0.00

Notes:	Subtotal	**$2,670.00**
	Adjustments	**$0.00**
Registered GST #75918 9012 RT0001	HST	$347.10
		$3,017.10



March 27, 2026

Re: Put Me On Hold

To Whom it May Concern,

Sault Production Equipment Services (SPES) has committed $200.00CAD worth of in-kind Set Decoration and Props, as well as $800.00 CAD in Rental Studio Space to the project “Put Me On Hold”.

SPES’s funding is contingent on sources of financing being confirmed, a review of the locked budget & long form agreement being signed by the Director and SPES.

Please do not hesitate to contact us if you have any further questions.

Thank you,

SPES TEAM
saultproductionequipment@gmail.com

40 Queen St E
Sault Ste Marie, ON
http://saultprodequip.com
saultproductionequipment@gmail.com

March 25, 2026

INVOICE
2026-013

INVOICE TO:
Rachel Gabor
re: 'Put Me on Hold'
21 Elaine Court, Sault Ste Marie, ON P6A 4S1

DESCRIPTION	QTY	DAYS	UNIT PRICE	TOTAL
	Pick up: TBD		Drop off: TBD	
Lighting		3		
600X PRO, Balast, Head cable, Power Cable, Reflector, Light Case	1	3	$269.00	$269.00
Amaran F22C, Balast Head Cable, Power Cable, Reflector, Light case, Diffusion Cloth(2), Honey Comb	1	3	$118.00	$118.00
Apurture 1200D Case	1	3	$199.50	
Astera LunaBulb with E26 Base - PrepCase Kit	1	3	$165.00	$165.00
				$0.00
Camera	1			$0.00
Panasonic Lumix BS1H	1	3	$430.00	$430.00
PL mount - L-mount adapter	1	3	$56.00	$56.00
Sigma MC-21 Mount Converter/Lens Adapter (Sigma EF-Mount Lenses to L-Mount Camera)	1	3	$26.00	$26.00
Panisonic camera battery charger	1	3	$15.00	$15.00
Panasonic Lumix S 85mm f/1.8 L-Mount Lens	1	3	$28.00	$28.00
Panasonic Lumix S 50mm f/1.8 L-Mount Lens	1	3	$85.00	$85.00
Panasonic Lumix S 35mm f/1.8 L-Mount Lens	1	3	$60.00	$60.00
Rokinon 6 Lens Carry-On Case for Cine DS and Cine Series	1	3	$85.00	$85.00
E-Image EG10A2 2-Stage Aluminum Tripod with GH10 Head EIEG10A2, Camera Plate	1	3	$190.00	$190.00
Small HD Indie 7 Monitor	1	3	$194.00	$194.00
Atomos Ninja V+PLUS - PRO 5inch H.265 (HEVC) 10-bit 4:2:2 Monitor Recorder Kit	1	3	$168.00	$168.00
Hollyland 400 mars Tranmitter and Receiver 4 Antenna	1	3	$83.00	$83.00
Smallrig Mini Matte Box Pro 3680	1	3	$14.00	$14.00
Tilta Nano 2 Wireless Follow Focus	1	3	$43.00	$43.00
Directors Monitor Cage, Free World	1	3	$20.00	$20.00
DJI Ronin RS3 Pro Kit	1	3	$80.00	$80.00
DJI Osmo Camera Kit	1	3	$75.00	$75.00
v-lock batteries	4	3	$10.00	$40.00
V-lock battery charger	1	3	$10.00	$10.00
Camera cart	1	3	$44.00	$44.00
Diddy Bag	1	3	$5.00	$5.00
Various cords (Hdmi, usb-c, etc.)	5	3	$14.00	$70.00
SD Cards, cases (128gb)	2	3	$10.00	$20.00
				$0.00
Sound				$0.00
Comtek kit	1	3	$136.30	$136.30
Schoeps CMIT 5U Shotgun Microphone (Blue)	1	3	$300.00	$300.00
Sennheiser ew 122P G4 Camera Lavalier ME 4 Wireless Mic Set	1	3	$83.90	$83.90
Zoom Field 4 channel Mixer	1	3	$120.00	$120.00
boom pole	1	3	$6.00	$6.00
AA battery charger + batteries	1	3	$12.00	$12.00
Tentacle kit 1 x Tentacle Sync Tentacle to Right Angle BNC (TEN-C08) 1 x Tentacle Sync Pouch in Red (TEN-A03) 1 x Tentacle Sync SYNC E Battery Replacement Kit (TEN-R01) 1 x Tentacle Sync E Accessory Kit (TEN-A05) 1 x Tentacle Sync Tentacle to BNC Cable (TEN-C06) 1 x Tentacle Sync E MK2 Standard Set Bluetooth Timecode Generator (TE2-MK2)	1	3	$65.10	$65.10
Slate with Tentacle Sync TIMEBAR Timecode Display	1	3	$55.70	$55.70
Sound Blanket	1	3	$2.50	$2.50
Hollyland Solidcom SE Full Duplex 5-Users Wireless Intercom Headset Kit	1	3	$81.00	$81.00
				$0.00
Grip				$0.00
Dana dolly	1	3	$191.00	$191.00
Dana dolly track	1	3	$60.00	$60.00

[redacted]

Matthews Apple Box - Full 20x12x8	1	3	$6.20	$6.20
Matthews Apple Box - Half 20x12x4	2	3	$6.20	$12.40
Matthews Apple Box - Quarter 20x12x2	2	3	$5.00	$10.00
Leviton 692-E Cube Tap - Black 692-E	4	3	$4.00	$16.00
Matthews Hollywood Baby Jr. Triple Riser Stand 12.25ft - Silver	2	3	$44.10	$88.20
Matthews 40in C-Stand w/Sliding Leg + Grip Head & Arm 10.5ft	4	3	$27.80	$111.20
Matthews 20in C-Stand w/Sliding Leg + Grip Head / Arm 5.25ft - B	4	3	$24.80	$99.20
Sandbags 35lbs	6	3	$3.60	$21.60
48x48" 3/4" Square Black Floppy	1	3	$43.30	$43.30
Circle Bounce	1	3	$2.00	$2.00
8x8 Bleached Muslin Scrim Fabric	1	3	$15.80	$15.80
Milk Crate	1	3	$5.10	$5.10
Cardellini Clamp	4	3	$6.00	$24.00
Lollipops - large 4.5-inch Junior Grip Head	4	3	$20.40	$81.60
C-Clamps	4	3	$19.10	$76.40
Various wedges, cribbage	1	3	$5.10	$5.10
Aligator Spring Clamp	2	3	$0.80	$1.60
Medium Spring Clamp	4	3	$0.23	$0.92
Medium Spring Clamp - Plastic	5	3	$0.10	$0.50
Small Spring Clamp - Plastic	5	3	$0.05	$0.25
25 Ft. AC	3	3	$4.00	$12.00
50 Ft. AC	2	3	$5.00	$10.00
				$0.00
Locations				$0.00
garbage cans for set	1	3	$3.00	$3.00
folding chairs	1	3	$2.00	$2.00
carpets	4	3	$8.00	$32.00
fire extinguisher	1	3	$6.00	$6.00
vanity mirror	1	3	$16.00	$16.00
folding table	1	3	$5.00	$5.00
				$0.00
				$0.00

HST: 768375412 RT0001

Payment Instructions:
E-transfers can be sent to:
saultproductionequipment@gmail.com
Payment due in 30 days
Interest charged at 2% per month or 24% per annum

SUBTOTAL	**$4,213.87**
DISCOUNT	**$0.00**
SUBTOTAL LESS DISCOUNT	**$4,213.87**
TAX RATE	**13%**
TOTAL TAX	**$547.80**
DELIVERY	**0**
Balance Due	**$4,761.67**

Early intake submission deadline: **Last Friday in October** of each calendar year by 4:30pm EST

Late intake submission deadline: **Last Friday in March** of each calendar year by 4:30pm EST

Applications That are Incomplete or Missing Supporting Documentation Will Not be Accepted or Eligible for Review

In addition to this completed application, the following documents are to be formatted as described in the Application Process section of the ACAP Guidelines and submitted as attachments:

- Artist Curriculum Vitae/Resume/Biography
- Links to artist social media accounts or websites (if applicable)
- Documentation/support material of past projects that would show the Applicant's ability to successfully undertake and complete the proposed project
- ACAP Project Plan Template
- ACAP Application Budget Template
- Quote documents for small capital/equipment purchases and/or print materials (if applicable)

Section 1: Artist Information

i. Artist Formal Name:
Skye Smith

ii. Artist Practicing Name:
Sault Indie Theatre Collective

iii. Artist Mailing Address and Postal Code:

iv. Artist Contact Information (Phone Number, Email Address):
Phone
Email: a
Sault Indie Theatre Collective Email: saultindietheatre@gmail.com

v. Please provide an artist's statement or general statement about your work (maximum 500 words):

Skye Smith is a performing artist living in Sault Ste. Marie (Bawating) with a discipline in dance theatre. Her latest works honour women's voices with a strong undertone in feminism. She has a strong inclination for social justice and this passion colours all of her work. La Nonna è Qui, a solo dance theatre performance, celebrated a woman in the kitchen preparing a meal for her family. Skye loves to work with fellow choreographers to workshop a scene by integrating dance seamlessly as in musical theatre with song. Skye also chooses difficult subject matter to portray: addiction, postpartum mental health, and intimate partner violence. Her dance theatre piece, Calla, explored personal struggles that she later memorialized into a novella entitled, Becoming Calla, propelling her into the literary world. Her recent show, "L", tells Lilith's story and she uses dance to tastefully and safely portray heavy subject matter. Skye was able to produce dance theatre performances thanks to the Fringe North Festival and she has recently launched the Sault Indie Theatre Collective to support new works in the Sault. She is a hyper local consumption fanatic and this passion drives her professional network. Skye is a proud mother, avid home cook, yogi, and cat lover.

vi. Please indicate the artist's discipline of focus:
Visual arts, performing arts, media arts, literary arts, multi & interdisciplinary arts, heritage arts, public art, other, and description (maximum 50 words):

Skye Smith is disciplined in performing arts, with a practice in dance theatre and playwriting. Her journey began in community theatre and she has dance training at Sherry Walsh Academy of Dance Arts. Her degree in Music (Voice) from Algoma lends well to her performances and plays.

Section 2: Type of Grant & Funding Amount Request

Applicants may choose one grant stream that best supports their project needs and objectives. **Please refer to the ACAP Guidelines.**

Please select only one:

Small Project Grant ☑

Cultural Diversity Grant ☐

ACAP Request Amount ($) 2500

Section 3: Description of Activities, Projects and Events

Please download, complete and include as an attachment the completed ACAP Application Project Plan Template for the proposed activity, project and/or event.

i. Project Name or Working Title:
The Sault Indie Theatre Collective Season Opener

ii. Activity/Project and/or Event **Start Date:**
March 2026

iii. Activity/Project and/or Event **End Date:**
September 2026

iv. Activity/Project and/or Event Location -
(Physical address or for virtual projects/programming/events please include links to websites, social media etc. where programming will take place/be present, maximum 50 words):

The Sault Indie Theatre Collective will produce two one-act plays at the Sault Museum and Stardust Pictures Studios.

The Sault Museum: 690 Queen St E, Sault Ste. Marie, ON P6A 3C7
Stardust: 119 East St, Sault Ste. Marie, ON P6A 3C7

v. Please describe the proposed activity, project, and any relevant goals or objectives (maximum 750 words)

The Sault Indie Theatre Collective (SITC) is a grassroots arts initiative supporting local and emerging artists in Sault Ste. Marie and beyond. More than a stage, it's a space for learning, making, and exploring, where writers, technicians, designers, and performers come together to shape new work. Through workshops, classes, and collaborative productions, the collective honours the art of creation in all its forms.

Skye Smith has been producing shows for the Fringe North Festival for the past three years. With the dissolution announcement, emerging artists in theatre have limited opportunities for professional work in Sault Ste. Marie. Not only did the festival provide a space for emerging playwrights, it provided lights, sound, ticket sale administration, promotion and other technical requirements to produce theatre. The SITC in partnership with the Sault Museum is going to bridge that gap, and make it possible for emerging artists in the Sault to be paid for their work.

SITC is premiering Between Heartbeats and "L" in the playwrights' hometown of the Sault on September 17-19 (timely falling on Vivid Arts Fest for the final performance), and then proudly travelling the production to Timmins the following week to showcase the Sault's talent to the broader Northern community. SITC has secured financial support from the Tamarack Festival to bring both shows to Timmins, and are now asking for the city's support to showcase their talents in their hometown.

This evening of one acts will hard launch the Sault Indie Theatre Collective in hopes that it can be a part of the exciting development at Stardust and the Sault Museum.

The Sault Indie Theatre Collective includes trailblazers in the local arts scene: Skye Smith, Tova Arbus, William Hollingshead, Emma L.R. Hogg, Michael Burtch, Ashley Sicoly, Lauren Kinney and Jacob Maybe.

vi. How does this activity, project, or event support the current Community Culture Plan? Please select all community programs and impact priorities that the project supports.

- [x] Complement and support existing City initiatives, plans and projects and contribute effectively to the development of arts, culture and heritage in Sault Ste. Marie
- [x] Contribute to the economic and social diversity of Sault Ste. Marie through the development of arts, culture and heritage products and tourism
- [ ] Promote effective, meaningful, and equitable community engagement and consultation processes

☐ Provide mentorship and participatory opportunities for youth, diverse, and historically underrepresented groups in the community

☑ Increase organizational capacity and sustainability of local art organizations, collectives, and artists (including Applicants)

☑ Provide professional development opportunities for emerging and professional arts, culture, and heritage practitioners (including Applicants)

☑ Fosters community connections, partnerships and networks

☐ Provides opportunities for volunteerism

☑ Significantly contributes to the quality of life and sense of identity in Sault Ste. Marie

Please explain these selections (750 words maximum):

Complement and support existing City initiatives, plans and projects and contribute effectively to the development of arts, culture and heritage in Sault Ste. Marie.
- The event is planned strategically with Vivid Arts Fest, and showcases local talent in every discipline of the production. It also creates a professional industry for performing artists who always volunteer to be a part of community theatre.

Contribute to the economic and social diversity of Sault Ste. Marie through the development of arts, culture and heritage products and tourism
- Skye Smith has been researching Equity wages for artists, and a long term goal is for the Sault Indie Theatre Collective to apply for Canadian Actor's Equity Association to employ its members under professional, unionized conditions.

Increase organizational capacity and sustainability of local art organizations, collectives, and artists (including Applicants)
- Losing the Fringe North Festival leaves a gap in professional opportunities for emerging artists in the Sault, and the Sault Indie Theatre Collective wants to continue to foster a professional theatre industry.

Provide professional development opportunities for emerging and professional arts, culture, and heritage practitioners (including Applicants)
- The Sault Indie Theatre Collective's main focus is to provide professional opportunities for adults who want to work in theatre.

Fosters community connections, partnerships and networks
- Skye Smith, also known as Algoma Skye, is passionate about sustaining the community one purchase at a time. This devotion to "hyper local" consumption extends to theatre. All of the members of the Sault Indie Theatre Collective will always search locally, and also foster connections in the Northern Ontario Arts scene.

Significantly contributes to the quality of life and sense of identity in Sault Ste. Marie
- I believe fostering professional theatre industry in the Sault will continue to prove this city's pool of talented artists in the performing arts. Many of the artists in the Sault Indie Theatre Collective were told to move away to pursue a career in theatre, but instead are fostering opportunities here in order to prove them wrong

vii. What are the benefits to audiences, participants, and/or the community of Sault Ste. Marie that are intended upon successful completion and implementation of this activity, project or event? (500 words maximum):

All of the cast and crew of both one acts will be paid honorariums for their contributions to the shows. A great number of performing artists are all too familiar with "exposure" opportunities. The Sault Indie Theatre Collective (SITC) argues the notion that there is not a strong professional theatre industry here to be exposed to, and experienced artists should be compensated for their experience and skills. Compensating artists proves their work as more than just a hobby, but their craft.

While SITC is "new", the people behind it have been working together without a name. Love Is Not a Jellyfish was the latest production (August 2025), selling out its first performance, fostering sponsorship and small business partnerships within the community.

Benefits to the community of Sault Ste. Marie:
This project repurposes an existing space (The Sault Museum) for theatre. The SITC exclusively works with the Sault Museum because of their initiative to support emerging artists after the dissolution of the Fringe North Festival. All other existing theatres and performance spaces charge exuberant rental fees for rehearsals and performances which is why community theatre thrives at the Sault Community Theatre Centre. The highest expenses in their budget is rehearsal and performance spaces. The SITC pays the artists which will likely be the highest expense on the budget. All cast and crew live and work in the Sault, right down to the writers and composers for the plays. The SITC members believe there will be a lasting effect and impact on aspiring artists, create education and prospective experience across other artistic

viii. If ACAP funding for this activity, project, or event is approved, please describe what the applicant considers to be successful implementation of the project. How will success be measured (maximum 250 words):

Sault Indie Theatre Collective's mission is to pay artists honorariums. Between Heartbeats and L must be produced in the Sault before taking the show on the road to the Tamarack Festival in Timmins. Presenting fees have been negotiated with the Tamarack Festival Artistic Director, and in order for the show to be successful there, we must first produce a successful run of the one act plays in the Sault.

Here are the Sault Indie Theatre Collective's goals for the run of one acts:
1. Pay all of the cast and crew honorariums based on indie fees
2. Sell out closing night as part of Vivid Arts Fest (Sept. 19)
3. Reach 75% capacity for the other two nights of the run
4. Provide audiences with contemporary shows that have significant emotional impact
5. Provide all of the artists development in their crafts, and relevant experience in their artistic fields
6. Provide free tickets to the cast and crew of the Soothfest Best Production winners, providing youth with opportunity to experience professional theatre

Measuring the success of these goals include: obtaining grant funding as well as sponsorship money, box office numbers, ticket sale revenue, audience reaction and buzz after the performances, working with the most talented artists in performing arts, foster relationship with Soothfest organizers and attend the festival.

Section 4: Marketing

i. What audiences do the proposed activity, project and/or event look to reach?

Select all that apply:

- [x] Local (within the Municipality)
- [x] Regional (within Algoma)
- [ ] Tourism (those who will travel)
- [ ] Other (Please describe)

ii. Please describe the items selected (250 words maximum):

Sault Indie Theatre Collective productions are written with Sault audiences in mind, with an understanding and passion for the local arts scene. Members of the collective are fostering relationships with local artists, as well as a Northern Ontario artists who have significantly less paid opportunities in theatre. What we are seeing represented in Northern Ontario Theatre are historical and educational theatre. Although those performances have their own purpose, contemporary theatre has a place in thriving communities. A space for artists to creatively play and find their own voice, instead of being directed by commission based work or municipal guidelines is essential for artistic expression, particularly for emerging artists.

The members of the collective hope to see the Algoma region embrace this art form in the same way visual arts is represented at several galleries. Integrating the show in Vivid Arts Fest and touring to the Tamarack Festival in Timmins will align with a new development; a Northern Ontario touring circuit. The Northern Ontario touring circuit is spearheaded by key Northern Ontario artists in the industry like Jessie Bergeron, Artistic Director of the Tamarack Festival, and Garrett Abrams of the Sault Community Theatre Centre.

iii. Please describe any specific audiences that are intended to be reached with the activity, project or event (150 words maximum):

The average theatre goer is the affluent senior female with disposable income. In particular, dinner theatre and big box musicals productions have local audiences who support cast members, and enjoy full length productions.

The Sault Indie Theatre Collective (SITC) is targeting the Millenial and Gen Z populations. In the world of Contemporary Theatre, audiences want fast-paced productions that are no longer than 30 minutes, have engaging storylines, marginalized voices, and unique perspectives. The SITC productions are intended for audiences ages 14 and up as a ratings guideline, and explore mature themes intended fro adult audiences.

SITC want people in the seats who want to be moved, not audiences who want a story to be packaged perfectly and wrapped in sequins.

iv. How will the activity, project or event be promoted? Please describe and include any links to social media accounts or relevant websites or organizations (maximum 250 words):

Skye Smith has successfully used her social media skills to portray the art "in-the-making". She will be working alongside other collective members to produce a social media strategy that creates anticipation for the show. Reels prove to be an effective way to engage viewers from a fly-on-the-wall perspective of rehearsals.

The Sault Indie Theatre Collective Instagram: @saultindietheatre

Skye's Instagram: @algomaskye

The collective will also plan and implement a public relations plan including press releases and media interviews.

Skye Smith worked with Brooks Creative House to design a SITC logo, and is creating brand awareness with merchandise for the staged reading of Between Heartbeats. "Swag bags" will be given to the first 10 people to arrive at the reading filled with in-kind donations from local businesses. Creating the Sault Indie Theatre Collective brand was a strategic move to engage Sault patrons who want to support local artists. It was also a way for the collective to represent a group of people committing to the same mission, objectives, and goals.

v. What age does the activity, project, or event look to reach? (Select all that apply):

- ☐ 0-18
- ☑ 19-34
- ☑ 35-59
- ☐ 60-75
- ☐ 76+

vi. What is the estimated attendance or viewership of the activity, project and/or event?

- ☐ 1-50
- ☐ 51-100
- ☑ 101-250
- ☐ 251-500
- ☐ 501-1,000
- ☐ 1,001-2,500
- ☐ 2,501+

vii. What is the estimated number of participants directly involved in the implementation/execution of the proposed activity, project and/or event (including staff, volunteers, participating artists, etc.)?

☐ 1-10	☐ 26-50
☑ 11-25	☐ 51+

viii. Please provide a brief description of participant composition (maximum 150 words):
This night of Contemporary one acts will include the following cast and crew:

Between Heartbeats has a cast of three. Courtney MacDonald is cast as the female lead, and the Collective are hosting auditions for the male lead. The stage manager, will also play the role of stage manager in the show within the show. This cast/crew role is TBD. Emma L.R. Hogg is the playwright and director of the show having caught the bug after a successful run of Love Is Not a Jellyfish.

Lights and Sound will be shared for both one acts. Rob Rock and Hayden Christiansen will take lead on lights and sound.

L has a cast of four: Skye Smith, Emma Dingle, Hanna Ellis, and Josh Filion. Lauren Kinney will step in as choreographer, and Tova Arbus will fill in as safe space coordinator (an essential part of the intimate work in productions exploring triggering

Section 5: Existing In-kind & Previous Funding

Applicants who are requesting **any** other type of financial or in-kind assistance from the City (all departments) as part of their activity, project and/or event must ensure that it is included in the ACAP Application Budget Template.

i. Has the applicant received ACAP funding or any other City of Sault Ste. Marie municipal cultural financial assistance in the past?

☑ Yes ☐ No

Section 6: Project, Activity/Event Budget

i. Please download, complete, and attach a copy of the ACAP Application Budget Template.

Please show how ACAP funding will be used if the Applicant's request is approved. Please include all cost categories, both eligible and ineligible, for each of the components/items of the activity, project and/or event, all expected funding sources and type of funding (grant, in- kind, cash, etc.).

Section 7: Authorization

I, Skye Smith (Name of Artist Applicant) attest that all information contained in this application, agree to fulfill the responsibilities for all activity, project and/or event deliverables contained therein and/or agreed to by the Cultural Vitality Committee and the City of Sault Ste. Marie. This application will act as a contract between the City of Sault Ste. Marie and the Applicant should the application be successful.

Skye Smith Signature March 27, 2026 Date

Completed applications and supporting documentation may be submitted by email to:

a.moore@cityssm.on.ca
Subject Line: Cultural Financial Assistance Application – Attention: Arts and Culture Lead

Completed applications may be submitted by mail or in person to:

Community Development and Enterprise Services
Attention: Arts and Culture Lead
99 Foster Drive
Civic Centre
Sault Ste. Marie, ON
P6A 5X6

Cost Category (Types of Expenses for Project) - Add/delete rows as needed	Eligible Project Costs (Refer to ACAP Guidelines for Details)	Ineligible Project Costs (Refer to ACAP Guidelines for Details)	Funding Source (ACAP, Cash, Other Gov. Funders, Sponsors, etc.)	Funding Type (Grant, Cash, In-kind, etc.)	Quotes/Estimates (Links where applicable)
Operational Costs					
Sault Museum Rental		200	200	1000	1200
Stardust Rental Fees		1500	1500		1500
Materials & Supplies Costs					
Program Printing Costs		250		100	250
Set Design and Materials		200	200		200
Equipment Costs					
Lighting Rental		1000	1000		1000
Sound		500		500	500
Artist Fees					
Actors/Dancers	2500		3500		6000
Royalty Fees (music)		750			750
Lighting & Sounds crew		500			500
Stage Manager		300			300
Directors		1000			1000
Producer		500			500
Other Costs					
Total Costs	$ 2,500.00	$ 6,700.00			
Total Project Costs:	$ 9,200.00				

Application Project Plan Template

Name of Applicant: Skye Smith

Intake/Date: Sault Indie Theatre

Activity	Start Date of Activity (M/Y)	End Date of Activity (M/Y)	Description/ Notes
Auditions	March 2026	April 1, 2026	Auditioning for the male lead role in Between Heartbeats.
Staged Reading of Between Heartbeats	April 30, 2026	April 30, 2026	Staged Reading of Between Heartbeats at the Sault Museum. Discussion to follow the reading for audience to participate in comments and critics of the script.
Sponsorship Outreach	April 2026	June 2026	Create sponsorship package updated from previous shows. Approach old and new sponsors.
Rewrites of Between Heartbeats and L	May 2026	May 2026	Emma L.R. Hogg & Skye Smith will update scripts and apply for copywright.
Rehearsals for L	June 2026	September 2026	Rehearsal space TBD. Casting is complete.
Social Media Campaign (the making of the art)	July 2026	September 2026	Regularly update Instagram and Facebook giving viewers a fly on the wall perspective of rehearsals.
Rehearsals begin for Between Hearbeats	July 2026	September 2026	Rehearsals commence once a week at the Sault Museum.
Program Design	July 2026	August 2026	Emma L.R. Hogg and Skye Smith will create a cohesive program.
Public Relations	August 2026	September 2026	Press releases and media interviews

Application Project Plan Template

Name of Applicant: Phone: 705257-9237

Intake/Date: Skye Smith is a performing

Page 2 **of** Sk

Activity	Start Date of Activity (M/Y)	End Date of Activity (M/Y)	Description/ Notes
Tech Rehearsal	September 2026	September 2026	Directors work with lighting and sound crew to run all lighting and sound cues according to the scripts and directors' vision.
Dress Rehearsal	September 16, 2026	September 16, 2026	Perform for a specially selected audience as a preview night and run the show.
Full production of Between Heartbeats and L	September 17, 2026	September 19, 2026	Between Heartbeats and L performances. September 19 will be a part Vivid Arts Fest, possibly closing the festival.
Tamarack Festival tour dates	September 23, 2026	September 26, 2026	Between Heartbeats will perform at the Tamarack Fesrival in Timmins, Ontario. Presenting Fee negotiated based on industry rates.

PRESENTING FEE

[redacted]

Attention: Jessie Bergeron
Artistic & Executive Director
The Tamarack Festival
Timmins, ON
Date: 3/8/26

Project Title: "L" at the Tamarack Festival
Project Description: The Sault Indie Theatre Collective will present "L", written by Skye Smith at The Tamarack Festival, in and around late September of 2026. "L" is a one-act dance theatre play running at approximately 25 minutes. "L" will be presented twice at the Tamarack festival on two consecutive days. The below does not include transportation and accommodations, and with agreement The Tamarack Festival will reimburse said costs.

Description	Quantity	Unit Price	Cost
Lead Artist Fees	2	$ 500.00	$ 1,000.00
Actor Honorariums (First Performance)	3	$ 250.00	$ 750.00
Actor Honorariums (Second Performance)	3	$ 250.00	$ 750.00
Stage Manager Fees	2	$ 250.00	$ 500.00
Composer Royalty Fees	2	$ 250.00	$ 500.00
		Subtotal	$ 3,500.00
		Total	$ 3,500.00

Thank you for this opportunity. We can't wait to perform at the Tamarack Festival.

With appreciation,

Skye Smith

Skye Smith

Skye Smith



SUMMARY

Passionate and creative with experience in writing and developing scripts and dance performances. Demonstrates a high standard for preparedness, safe spaces, professionalism, and effective social media promotions.

SKILLS

Performing arts, dance theatre, script writing, choreography, directing, event planning, social media, writing, and collaboration.

EXPERIENCE

JUROR, THE TAMARACK FESTIVAL ARTIST-IN-RESIDENCE PROGRAM
MARCH 2026
Northern Ontario panel of arts professionals tasked with selecting artists whose work shows high artistic merit, authenticity, and potential for growth. Reviewed 58 applicants and collaboratively chose six artists for the residency.

PRODUCER, LOVE IS NOT A JELLYFISH - SUMMER 2025
Managed the entire production from conception to performance. Secured sponsorship, hired creative teams (directors, designers), managed budgets and marketing, and secured rehearsal and performance space.

AUTHOR AND EXHIBITOR, BECOMING CALLA MARCH 2025
Wrote and edited my first novella, Becoming Calla. Launched and marketed the book at the Art Hub at Spring. Assembled and executed an exhibit of the novella's chapters and original live dance performance of Calla. The artist residency included an opening reception, writing workshop, and book signing. This was partially funded by ACAP.

ARTIST, FRINGE NORTH FESTIVAL AUGUST 2024
Performed original dance performance entitled *L.* Assembled and collaborated with numerous local artists in pre-production and lead a team of cast and crew through a three month rehearsal process. Implemented a safe space agreement. Gathered sponsorship and created a social media rollout. Performed to a nearly sold-out audience for a three-night-run. Presented a post-show artist talk back engaging audience members in the subject matter and creative process.

EDUCATION

SAULT COLLEGE — PUBLIC RELATIONS & EVENT MANAGEMENT - 2016
ALGOMA UNIVERSITY — MUSIC - 2011

AWARDS

2024 Fringe North Awards: *Fantastic Fringer* Live Category - 3rd Place

2023 Fringe North Awards: *Fantastic Fringer, Live Category* - 1st Place, and *Most Inspiring* - 2nd Place

[redacted] PHONE
[redacted] ADDRESS
[redacted] EMAIL

Early intake submission deadline: **Last Friday in October** of each calendar year by 4:30pm EST

Late intake submission deadline: **Last Friday in March** of each calendar year by 4:30pm EST

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- ACAP Project Plan Template
- ACAP Application Budget Template
- Quote documents for small capital/equipment purchases and/or print materials (if applicable)

Section 1: Artist Information

i. Artist Formal Name:
Pedro Caio Da Costa Ribeiro Schuurhuis

ii. Artist Practicing Name:
Caio Schuurhuis (they/them/she/her)

iii. Artist Mailing Address and Postal Code:

iv. Artist Contact Information (Phone Number, Email Address):

v. Please provide an artist's statement or general statement about your work (maximum 500 words):

I am a 39-year-old Sault Ste. Marie-based artist, advocate, and community leader whose work is rooted in the transformative power of movement and community care. Originally from Rio de Janeiro, Brazil, my artistic foundation began in the classical ballet traditions of the church. While that environment presented significant personal and spiritual challenges, dance became a vital lifeline, a practice that provided the strength and solace necessary for my survival.

I trained professionally in classical ballet until the age of 22, and I now hope to bring that technical discipline to a practice that is radically inclusive. As a Black, trans-feminine, non-binary immigrant currently navigating my own gender-affirming transition, I view dance as a primary tool for reclaiming the body and celebrating the divinity of the feminine. My artistry is inseparable from my lived experience; living openly with HIV for 12 years, I have dedicated my career to advocacy. I serve as the Team Supervisor for the Ontario Aboriginal HIV/AIDS Strategy (Oahas), Board Chair for The Klub 2SLGBTQIA+ Community Centre, and a board member for the Alzheimer's Society. My background as a trained Paralegal further informs my commitment to structured, equitable, and accountable community leadership.

In 2024 and 2025, I co-hosted community dance programs at The KLUB. For the first time, I experienced what it meant to dance safely in Sault Ste. Marie, a city where inclusive dance spaces are currently scarce. This reinforced the urgent need for a dedicated "sanctuary" where queer, trans, racialized, and neurodivergent participants can explore styles ranging from Queer Ballroom culture to jazz, hip hop, and burlesque.

By collaborating with local mentors like Arden O'Halloran (Back Door Betty) and national partners like the Toronto Kiki Ballroom Alliance, I aim to provide accessible instruction and cultural mentorship. My work is informed by resilience and a commitment to building joy through movement, ensuring that participants can

vi. Please indicate the artist's discipline of focus:
Visual arts, performing arts, media arts, literary arts, multi & interdisciplinary arts, heritage arts, public art, other, and description (maximum 50 words):

Performing Arts, Dance

Section 2: Type of Grant & Funding Amount Request

Applicants may choose one grant stream that best supports their project needs and objectives. **Please refer to the ACAP Guidelines.**

Please select only one:

Small Project Grant ☐

Cultural Diversity Grant ☑

ACAP Request Amount ($) 4725

Section 3: Description of Activities, Projects and Events

Please download, complete and include as an attachment the completed ACAP Application Project Plan Template for the proposed activity, project and/or event.

i. Project Name or Working Title:
Queer Dance Collective

ii. Activity/Project and/or Event **Start Date:**
09/2026

iii. Activity/Project and/or Event **End Date:**
09/2027

iv. Activity/Project and/or Event Location -
(Physical address or for virtual projects/programming/events please include links to websites, social media etc. where programming will take place/be present, maximum 50 words):

Online sessions: Zoom or other secure platform
In-person sessions: Steel City MMA

Programming could take place (pending availability) at Steel City MMA, a centrally located downtown space with nearby parking, an accessible entrance and washroom, and open floor space with mirrors. This partnership also supports a local small recreation business while providing a safe, functional environment for dance programming.

v. Please describe the proposed activity, project, and any relevant goals or objectives (maximum 750 words)

The proposed project, “Queer Dance Collective,” is a 9-month dance program running from October to June, designed to provide inclusive, accessible, and affirming dance opportunities for queer, trans, non-binary, and other historically underrepresented participants in Sault Ste. Marie. By taking place during the colder months, when isolation is often heightened, especially for trans and non-binary folks, the program offers consistent opportunities for connection, creativity, and community building.

Many community members, particularly youth and adults who are Black, Indigenous, Latinx, racialized, neurodivergent, or navigating gender transitions, face barriers to participating in traditional dance programs due to cost, accessibility, or lack of safe, welcoming spaces. This program addresses those barriers by offering both virtual and in-person classes, mentorship, and performance opportunities.

The program will feature two complementary streams:
Virtual Queer Ballroom Classes – In partnership with the Toronto Kiki Ballroom Alliance, participants will access biweekly online ballroom workshops. These sessions celebrate the Black and Latinx roots of queer ballroom culture, teaching movement, performance techniques, and cultural history in an accessible, digital format. This approach ensures participants who cannot travel or have mobility limitations can still engage fully.

In-Person Dance Workshops – Led by Back Door Betty, a local drag performer and dancer with over 12 years of formal dance training, and Caio Schuurhuis, trained in classical ballet, participants will explore ballet, jazz, hip hop, lyrical, and burlesque. These sessions provide hands-on technique, creative expression, and performance skills in a supportive, inclusive studio environment.

Participant progress will be evaluated through attendance, skill development, engagement in workshops, and feedback collected at mid-year and program-end sessions. The program will culminate in a showcase performance, allowing participants to celebrate their growth and creativity publicly.

By combining virtual and in-person opportunities, mentorship, and culturally grounded

vi. How does this activity, project, or event support the current Community Culture Plan? Please select all community programs and impact priorities that the project supports.

☐ Complement and support existing City initiatives, plans and projects and contribute effectively to the development of arts, culture and heritage in Sault Ste. Marie

☐ Contribute to the economic and social diversity of Sault Ste. Marie through the development of arts, culture and heritage products and tourism

☐ Promote effective, meaningful, and equitable community engagement and consultation processes

- [x] Provide mentorship and participatory opportunities for youth, diverse, and historically underrepresented groups in the community
- [x] Increase organizational capacity and sustainability of local art organizations, collectives, and artists (including Applicants)
- [x] Provide professional development opportunities for emerging and professional arts, culture, and heritage practitioners (including Applicants)
- [x] Fosters community connections, partnerships and networks
- [ ] Provides opportunities for volunteerism
- [x] Significantly contributes to the quality of life and sense of identity in Sault Ste. Marie

Please explain these selections (750 words maximum):

The Queer Dance Collective aligns closely with the goals of the Community Culture Plan by providing mentorship, inclusive arts programming, and fostering sustainable partnerships that strengthen Sault Ste. Marie's cultural ecosystem.

Mentorship and participatory opportunities: The program creates hands-on mentorship experiences for both participants and emerging instructors. Participants engage directly with skilled facilitators, including Back Door Betty, a local drag performer with 12 years of dance training, and national mentors from the Toronto Kiki Ballroom Alliance. These interactions foster technical skill development, leadership, and confidence in participants while offering emerging local artists opportunities to build teaching capacity. The program also includes structured mentorship for instructors, ensuring they have guidance in group facilitation and culturally responsive teaching practices. By embedding mentorship at multiple levels, the program supports personal growth, professional development, and intergenerational knowledge sharing.

Equitable and inclusive engagement: Access is a key priority. The combination of virtual queer ballroom sessions and in-person contemporary dance workshops reduces geographic, financial, and mobility barriers, ensuring participants who live outside Sault Ste. Marie or who face physical or social accessibility challenges can participate fully. The program is intentionally trauma-informed and affirming of queer, trans, racialized, Indigenous, and neurodivergent participants. It offers a safe space for participants to explore identity, express themselves creatively, and build social connections, helping address isolation that is often experienced, especially during the long winter months in Northern Ontario.

Fostering partnerships and social connections: Collaboration with the Toronto Kiki Ballroom Alliance brings national-level expertise to the local community and strengthens cross-community ties. Partnerships with local artists, performance venues, and community organizations such as The KLUB 2SLGBTQIA+ Community Centre expand networks, enhance local arts infrastructure, and create opportunities for cultural exchange. Public performances at local queer events, including Pride and other celebrations, encourage broader community engagement, allowing audiences to witness and celebrate diverse forms of expression while increasing visibility of queer and gender-diverse artists.

Cultural diversity and creative expression: By introducing ballroom culture—rooted in Black

vii. What are the benefits to audiences, participants, and/or the community of Sault Ste. Marie that are intended upon successful completion and implementation of this activity, project or event? (500 words maximum):

The Queer Dance Collective provides meaningful benefits to participants, audiences, and the broader community by combining skill-building, mentorship, creative expression, and community connection.

Participant benefits: Participants gain technical dance skills across a range of styles, including queer ballroom, jazz, hip hop, lyrical, and burlesque, while building performance confidence, creative expression, and artistic versatility. Mentorship from experienced instructors, including Back Door Betty and national ballroom mentors, strengthens leadership, collaboration, and ensemble skills. The program fosters social connection, reduces isolation, and creates a safe, affirming space for identity exploration—particularly for queer, trans, racialized, Indigenous, and neurodivergent participants. Attendees may also develop drag performance skills, connecting dance techniques to broader forms of queer artistic expression. Participants leave with not only improved physical and creative skills but also increased self-confidence, resilience, and a sense of belonging.

Community and audience benefits: Public performances provide the wider Sault Ste. Marie community with access to innovative, inclusive, and locally grounded queer and trans arts programming. Families, peers, and community members experience and celebrate diverse identities, contributing to greater understanding, acceptance, and cultural literacy. By showcasing art forms rooted in Black and Latinx queer traditions, the program introduces audiences to cultural histories and expressions that are underrepresented in the region.

viii. If ACAP funding for this activity, project, or event is approved, please describe what the applicant considers to be successful implementation of the project. How will success be measured (maximum 250 words):

The success of the Queer Dance Collective will be evaluated through multiple qualitative and quantitative indicators to ensure both participant growth and community impact.

Participation and engagement: Regular attendance and consistent participation in both online ballroom sessions and in-person classes with Back Door Betty will indicate the program's accessibility and relevance. Retention rates and the growth of program membership over the year will reflect the program's appeal and effectiveness in fostering community.

Participant experience: Self-reported feedback through surveys, reflections, or informal check-ins will gauge confidence, engagement, and satisfaction with the program, ensuring it remains inclusive, affirming, and responsive to participant needs.

Community impact: Visibility of queer arts programming and positive community responses—measured through attendance at public events, social media engagement, and partner feedback—will demonstrate the program's contribution to Sault Ste. Marie's cultural diversity and inclusion.

Section 4: Marketing

i. What audiences do the proposed activity, project and/or event look to reach?

Select all that apply:

- [x] Local (within the Municipality)
- [x] Regional (within Algoma)
- [ ] Tourism (those who will travel)
- [ ] Other (Please describe)

ii. Please describe the items selected (250 words maximum):

The Queer Dance Collective targets queer, transgender, non-binary, racialized, Indigenous, and neurodivergent participants aged 16 and older. It specifically serves those who may not have had access to formal dance instruction, safe arts spaces, or community programs that affirm their identities. Participants may be navigating social isolation, seeking connection with like-minded peers, or exploring performance as a form of self-expression and confidence-building. Secondary audiences include families, friends, community allies, and local arts supporters who attend public performances or engage with program highlights online. By offering both online and in-person instruction, the program ensures accessibility for participants across Sault Ste. Marie and the surrounding Algoma region, while also reaching broader queer arts communities through digital platforms.

iii. Please describe any specific audiences that are intended to be reached with the activity, project or event (150 words maximum):

Youth and adults who identify as queer, transgender, non-binary, or gender-diverse, including BIPOC and disabled participants, as well as those facing barriers to arts participation such as lack of safe spaces, transportation challenges, or limited prior training.

iv. How will the activity, project or event be promoted? Please describe and include any links to social media accounts or relevant websites or organizations (maximum 250 words):

Promotion will occur via personal and organizational social media channels (Instagram, Facebook, TikTok) to reach local, regional, and online queer arts communities. Partnerships with The KLUB, PFLAG, Queer Coffee, Mary The Night, local 2SLGBTQIA+ organizations, schools, and community hubs will support outreach to potential participants and audiences. Posters, newsletters, and word-of-mouth will reinforce visibility in physical spaces. Public performances will be highlighted online, in local media, and on community arts calendars to celebrate achievements, attract participants, and raise awareness of queer arts programming in Sault Ste. Marie. Digital recordings or livestreams of select sessions may extend reach to regional and national queer arts communities, fostering broader engagement and connection.

v. What age does the activity, project, or event look to reach? (Select all that apply):

- [x] 0-18
- [x] 19-34
- [x] 35-59
- [x] 60-75
- [ ] 76+

vi. What is the estimated attendance or viewership of the activity, project and/or event?

- [x] 1-50
- [x] 51-100
- [x] 101-250
- [x] 251-500
- [ ] 501-1,000
- [ ] 1,001-2,500
- [ ] 2,501+

vii. What is the estimated number of participants directly involved in the implementation/execution of the proposed activity, project and/or event (including staff, volunteers, participating artists, etc.)?

- [x] 1-10
- [ ] 11-25
- [ ] 26-50
- [ ] 51+

viii. Please provide a brief description of participant composition (maximum 150 words):

Participants will include queer, transgender, non-binary, racialized, Indigenous, and neurodivergent community members, likely ages 12+.

Section 5: Existing In-kind & Previous Funding

Applicants who are requesting **any** other type of financial or in-kind assistance from the City (all departments) as part of their activity, project and/or event must ensure that it is included in the ACAP Application Budget Template.

i. Has the applicant received ACAP funding or any other City of Sault Ste. Marie municipal cultural financial assistance in the past?

- [ ] Yes
- [x] No

Section 6: Project, Activity/Event Budget

i. Please download, complete, and attach a copy of the ACAP Application Budget Template.

Please show how ACAP funding will be used if the Applicant's request is approved. Please include all cost categories, both eligible and ineligible, for each of the components/items of the activity, project and/or event, all expected funding sources and type of funding (grant, in- kind, cash, etc.).

Section 7: Authorization

I, Caio Schuurhuis (Name of Artist Applicant) attest that all information contained in this application, agree to fulfill the responsibilities for all activity, project and/or event deliverables contained therein and/or agreed to by the Cultural Vitality Committee and the City of Sault Ste. Marie. This application will act as a contract between the City of Sault Ste. Marie and the Applicant should the application be successful.

_____Signature March 26, 2026 _____Date

Completed applications and supporting documentation may be submitted by email to:

a.moore@cityssm.on.ca
Subject Line: Cultural Financial Assistance Application – Attention: Arts and Culture Lead

Completed applications may be submitted by mail or in person to:

Community Development and Enterprise Services
Attention: Arts and Culture Lead
99 Foster Drive
Civic Centre
Sault Ste. Marie, ON
P6A 5X6

Cost Category (Types of Expenses for Project) - Add/delete rows as needed	Eligible Project Costs (Refer to ACAP Guidelines for Details)	Ineligible Project Costs (Refer to ACAP Guidelines for Details)	Funding Source (ACAP, Cash, Other Gov. Funders, Sponsors, etc.)	Funding Type (Grant, Cash, In-kind, etc.)	Quotes/Estimates (Links where applicable)
Operational Costs					
Leader / Instructor	1125		ACAP	Grant	$1125 ($25/hour)
Coordinator / Admin	1125		ACAP	Grant	$1125 ($25/hour)
Space Rental (in-person)	450		ACAP	Grant	$50/class
Space Rental (virtual)		450		In-Kind	$50/class
Materials & Supplies Costs					
Equipment Costs					
Stereo / Microphone / Laptop		2500		In-Kind	
Artist Fees					
Local Dance Instructor	675		ACAP	Grant	$75/class
Ballroom Mentor	1350		ACAP	Grant	$150/class
Other Costs					
Total Costs	$ 4,725.00	$ 2,950.00			
Total Project Costs:	$ 7,675.00				

Application Project Plan Template

Name of Applicant: Pedro Caio Da Costa

Intake/Date: Caio Schuurhuis

Page 1**of**

Activity	Start Date of Activity (M/Y)	End Date of Activity (M/Y)	Description/ Notes
Program Planning & Partnership Confirmation	9/2026	10/2026	Finalize program structure, confirm agreements with Steel City MMA, Back Door Betty, and Toronto Kiki Ballroom Alliance; refine schedule and outreach plan.
Participant Recruitment & Outreach	9/2026	10/2026	Promote program via social media, community groups, partners; collect registrations and accessibility needs.
Virtual Queer Ballroom Sessions – Cycle 1	10/2026	2/2027	Deliver biweekly online ballroom classes in partnership with Toronto Kiki Ballroom Alliance.
In-Person Dance Workshops – Cycle 1	10/2026	2/2027	Host monthly in-person workshops led by Arden and Caio at Steel City MMA; cover basics ballet, jazz, hip hop, lyrical, and burlesque.
Mid-Point Evaluation	2/2027	2/2027	Collect feedback, attendance records, and participant reflections to adjust programming as needed.
Virtual Queer Ballroom Sessions – Cycle 1	3/2027	6/2027	Deliver biweekly online ballroom classes in partnership with Toronto Kiki Ballroom Alliance.
In-Person Dance Workshops – Cycle 2	3/2027	6/2027	Host monthly in-person workshops led by Arden and Caio at Steel City MMA; cover basics of ballet, jazz, hip hop, lyrical, and burlesque.
FinalShowcase/ Pride Showcase	7/2027	7/2027	Present final celebration performance featuring participant work at Pride, highlighting dance skills, cultural mentorship, and community connection.
Project Wrap-Up & Reporting	7/2027	8/2027	Compile attendance data, feedback, and budget reconciliation; prepare final ACAP report.

CAIO (Ky-O)

Baawaating, Sault Ste. Marie, ON
REDACTED | IG: @pedrocaioschuurhuis YouTube: @GrowingTheGayUp

Trained in classical ballet and worship dance, passionate about performance, growth, community care and inclusive movement. Create and facilitate dance spaces that center underserved participants, supporting access, confidence, and self-expression.

Training

- Classic Ballet, Freestyle, Hip Hop - Soleil d'Or Escola de Danças - Rio de Janeiro, Brazil - 1999 - 2001
- Classic Ballet - Escola de Ballet Petrouchka - Maysa Machado mentor – Rio de Janeiro, Brazil – 2001 - 2005
- Classic Ballet - Escola de Ballet Michele Cerbino - Rio de Janeiro, Brazil - 2005 - 2007
- Classic Ballet and Worship Dance - Escola de Dança Vida em Dança - 2001 - 2009 - student, assistant teacher, teacher, part of the main corpo de baile that received quarterly capacity building from outside performers and dancers.

Experience

- Weekly presentations at church where Worship school was located - Nova Vida Church - Campo Grande, Rio de Janeiro, RJ - under Ingrid Dias leadership - main dancer, performed at weddings, church celebrations, missionary missions, – Performer – 2001 - 2009
- "Apotheosis of Worship" (Adore Rio) International Event – Praça da Apoteose (Sambódromo), Rio de Janeiro, Brazil – 2002
    - Role: Selected Group Dancer / Corpo de Baile
    - Details: Selected as part of a classically trained ensemble to perform in a massive international gospel festival. Collaborated in a week-long intensive with visiting US church groups and performed synchronized worship choreography to live music for thousands of attendees. – Group Dancer – [Year]

- Touring Performer / "Grupo de Levitas" – Nova Vida Church & Various Locations – 2001 - 2009
    - Role: Core Dancer (under the musical direction of Philipe Vieira)
    - Details: Selected to perform alongside mentor Ingrid Vieira as the primary dance accompaniment for the church's main worship band. Toured and performed live at various churches and large-scale events across and outside of the state of Rio de Janeiro.
- Founding Dance Director & Instructor – Igreja Quadrangular (Village Atlanta) – Santa Cruz, Rio de Janeiro, RJ – 2009 - 2011
    - Details: Invited by church leadership, under Pastor Carlos, to establish the congregation's inaugural worship dance ministry. Developed the training curriculum, held auditions, and instructed the first season of dancers in foundational technique and worship choreography.

Personal Statement:

Concluding my time in religious dance leadership was ultimately an act of survival and authenticity. The fundamentalist ideals of those institutions stood in direct conflict with my truth as a trans-feminine queer person, making it impossible to exist safely in both spaces. Navigating that profound friction shaped my artistic trajectory. Dance has always been what kept me alive, and that lived experience of exclusion is the beating heart of my work today. It drives my absolute commitment to queer advocacy and my passion for creating secular dance spaces where marginalized bodies can move freely, safely, and unapologetically.

March 25, 2026

To Whom It May Concern,

I am writing in strong support of Caio Schuurhuis' application for the Queer Dance Collective. I have had the privilege of working alongside Caio as a co-leader in community dance programming through The KLUB 2SLGBTQIA+ Community Centre. In that time, I have witnessed firsthand their deep commitment to creating safer, more inclusive, and affirming spaces for community members, particularly those who have historically been excluded from traditional arts environments.

Caio brings a rare combination of technical skill, lived experience, and community care into their work. Their background in classical ballet is evident in their attention to form, discipline, and growth, but what truly sets them apart is how they lead with compassion, patience, and intention. They consistently prioritize accessibility, ensuring participants feel welcomed, respected, and supported regardless of their experience level or identity.

On a personal level, I have also had the opportunity to receive private dance instruction from Caio whenever possible, often in spontaneous moments, whenever we find a mirror or even just something to hold onto as a barre. These experiences have been incredibly meaningful, not only in developing my confidence and skills, but in showing me what it feels like to learn in a space that is genuinely affirming and free of judgment.

As someone who was not allowed to take ballet as a child because I was plus-size, I carry a deep awareness of how exclusion can shape a person's relationship to movement. Because of that, I especially value the care and non-judgement Caio brings to teaching. Their approach has made it clear how impactful it would be for more people in our community to have access to this kind of supportive, care-centered instruction.

Beyond dance, I have seen Caio lead and contribute to numerous community-based initiatives in Sault Ste. Marie, spanning recreational, artistic, cultural, and educational programming. Whether through their work in advocacy, program development, or organizational leadership, they consistently demonstrate integrity, dedication, and a deep sense of responsibility to the communities they serve. Their volunteerism and professional roles alike reflect a strong commitment to equity, inclusion, and collective well-being.

The Queer Dance Collective is a natural and necessary extension of Caio's work. It addresses a clear gap in our community by creating accessible, culturally relevant, and affirming dance opportunities, particularly during the colder months, when isolation and accessibility barriers can be especially challenging. I have no doubt that this program will have a meaningful and lasting impact on participants, while contributing to a more inclusive and vibrant cultural landscape in Sault Ste. Marie, especially for 2SLGBTQIA+ community members.

Sincerely,
Katrina Francella

Early intake submission deadline: **Last Friday in October** of each calendar year by 4:30pm EST

Late intake submission deadline: **Last Friday in March** of each calendar year by 4:30pm EST

Applications That are Incomplete or Missing Supporting Documentation Will Not be Accepted or Eligible for Review

In addition to this completed application, the following documents are to be formatted as described in the Application Process section of the ACAP Guidelines and submitted as attachments:

- Artist Curriculum Vitae/Resume/Biography
- Links to artist social media accounts or websites (if applicable)
- Documentation/support material of past projects that would show the Applicant's ability to successfully undertake and complete the proposed project
- ACAP Project Plan Template
- ACAP Application Budget Template
- Quote documents for small capital/equipment purchases and/or print materials (if applicable)

Section 1: Artist Information

i. Artist Formal Name:
Hallie Piche

ii. Artist Practicing Name:
Hallie Piche

iii. Artist Mailing Address and Postal Code:

iv. Artist Contact Information (Phone Number, Email Address):

v. Please provide an artist's statement or general statement about your work (maximum 500 words):

I am a 32 year old private music instructor specializing in piano and voice studies, with 10 years of teaching experience. I have just recently moved back to the Soo after being away for nearly 12 years. It has been important for me to come back to my roots and bring my experience and love of music to this community.

Over this time, I have focused on vocal health and wellness, helping students build muscle strength and endurance for healthy singing. Because singing is an extension of the speaking voice, I also address habitual vocal patterns to improve the overall quality and sustainability of sound. My goal is to help people discover a voice that is truly unique to them.

I have studied with voice scientists, speech-language pathologists, and experienced music teachers, deepening my knowledge of healthy voice production. In addition, I have trained in working with transgender and non-binary voices through workshops and mentorships with specialists in gender-affirming vocal care. As a queer person, this area of study has been deeply important to me. There is very limited research and resources available for transgender and non-binary singers, yet their voices deserve the same care, attention, and technical support as anyone else's. Working with these voices requires both physical considerations, such as safely navigating pitch, resonance, and strain, and emotional awareness. Factors such as gender dysphoria, mental health, and social affirming practices (like using gender-neutral pronouns and inclusive terminology) are essential for creating a safe, empowering environment.

Teaching is something that I am very passionate about. I continue to pursue

vi. Please indicate the artist's discipline of focus:
Visual arts, performing arts, media arts, literary arts, multi & interdisciplinary arts, heritage arts, public art, other, and description (maximum 50 words):

Performing Arts, Singing, Choir

Section 2: Type of Grant & Funding Amount Request

Applicants may choose one grant stream that best supports their project needs and objectives. **Please refer to the ACAP Guidelines.**

Please select only one:

Small Project Grant ☐

Cultural Diversity Grant ☑

ACAP Request Amount ($) 3500

Section 3: Description of Activities, Projects and Events

Please download, complete and include as an attachment the completed ACAP Application Project Plan Template for the proposed activity, project and/or event.

i. Project Name or Working Title:
Queer Choir

ii. Activity/Project and/or Event **Start Date:**
July 2026 - August 2026

iii. Activity/Project and/or Event **End Date:**
July 2027 - August 2027

iv. Activity/Project and/or Event Location -
(Physical address or for virtual projects/programming/events please include links to websites, social media etc. where programming will take place/be present, maximum 50 words):

Case's Music, Sault Ste. Marie, ON – donated group rehearsal space

v. Please describe the proposed activity, project, and any relevant goals or objectives (maximum 750 words)

Queer Choir is a community choir for queer, transgender, and non-binary participants aged 16 and older. It's designed for youth and adults who haven't felt safe or supported in traditional music spaces, or who haven't had access to private lessons or opportunities to join a choir. It also welcomes those looking to reconnect with singing and choral music. The program offers a safer, affirming environment for creative expression, connection, and personal growth, intentionally centering queer identities and experiences.
Participants meet biweekly to develop healthy vocal techniques, ensemble skills, and performance readiness. Discussions on vocal health, identity, and inclusive language complement musical instruction. For those who may feel self-conscious about their voice, such as trans participants or anyone exploring their vocal range, this program provides tools to train, celebrate, and strengthen their voices in a supportive setting.

The choir began as a once-a-month volunteer initiative led by Hallie Piche in partnership with Katrina Francella (34). Based on community interest, we are expanding to biweekly rehearsals, providing participants with more consistent practice, skill development, social connection, and compensation for facilitators.
Katrina has always loved to sing. Growing up, they participated in choir at church and at the conservatory, enjoying the experience of performing with others. While singing solos often made them nervous (though they did them anyway), the choir was a place where they felt they truly belonged. Seeing queer choirs thriving in other cities around the world inspired Katrina to create a similar space locally, one where queer, transgender, and non-binary participants could experience the joy, connection, and support that a choir provides.
Katrina recognizes the privilege they had in being able to take part in choir and receive singing lessons thanks to their parents. They understand that not everyone has access to these opportunities, and starting Queer Choir is a way to provide that experience to others who might not otherwise have it. Beyond giving back, this work allows Katrina to tend to their inner child, returning to the joy of singing in a positive, inclusive space and

vi. How does this activity, project, or event support the current Community Culture Plan? Please select all community programs and impact priorities that the project supports.

☐ Complement and support existing City initiatives, plans and projects and contribute effectively to the development of arts, culture and heritage in Sault Ste. Marie

☑ Contribute to the economic and social diversity of Sault Ste. Marie through the development of arts, culture and heritage products and tourism

☐ Promote effective, meaningful, and equitable community engagement and consultation processes

☑ Provide mentorship and participatory opportunities for youth, diverse, and historically underrepresented groups in the community

☐ Increase organizational capacity and sustainability of local art organizations, collectives, and artists (including Applicants)

☑ Provide professional development opportunities for emerging and professional arts, culture, and heritage practitioners (including Applicants)

☑ Fosters community connections, partnerships and networks

☐ Provides opportunities for volunteerism

☑ Significantly contributes to the quality of life and sense of identity in Sault Ste. Marie

Please explain these selections (750 words maximum):

Queer Choir is designed to support queer, transgender, non-binary, racialized, Indigenous, youth and neurodivergent participants, many of whom face systemic barriers to accessing the arts. These are the communities Katrina intentionally proposed we center, recognizing the lack of inclusive arts spaces and community supports available to them in Sault Ste. Marie. I agreed, and we have remained committed to creating and maintaining a safe, affirming environment.

The program offers participants mentorship from experienced instructors, including myself, Hallie Piche, with guidance in vocal technique, ensemble skills, and performance preparation. Mentorship takes place through both structured rehearsals and personalized feedback, creating meaningful opportunities for participants to grow as musicians and performers. By providing a consistent and supportive space to explore creativity, participants are empowered to take ownership of their artistic practice and share their voices within a community that celebrates and affirms them.

Promotes equitable, inclusive community engagement

Queer Choir intentionally removes barriers to participation, including financial and social constraints, ensuring that anyone who wishes to join can do so. The program emphasizes inclusivity through gender-affirming practices, accessible materials, and culturally safe instruction, fostering an environment where participants feel seen, respected, and valued. By welcoming individuals who may not feel safe or represented in other music programs, the choir models inclusive engagement and demonstrates the importance of creating equitable spaces for historically marginalized groups.

- Fosters partnerships and social connections within local arts communities
- Queer Choir is deeply rooted in and supported by a growing network of local artists, organizers, and community partners. The program operates in partnership with Case's Music, who generously provides in-kind access to group rehearsal space, and is supported by Katrina in program coordination, communications, event planning, and administrative logistics.
- Beyond these foundational supports, the choir is part of a broader creative ecosystem within The KLUBS community, comprised of local singers, musicians, drag

vii. What are the benefits to audiences, participants, and/or the community of Sault Ste. Marie that are intended upon successful completion and implementation of this activity, project or event? (500 words maximum):

Participants gain vocal skills, ensemble experience, and performance opportunities while building confidence, social connections, and a strong sense of belonging. These outcomes are especially meaningful for queer, transgender, and non-binary individuals, who often face barriers to accessing safe and affirming creative spaces.

Programs like Queer Choir create opportunities for connection, self-expression, and community care. Participants are supported in developing their voices in a space that prioritizes inclusion, respect, and identity affirmation. This contributes to improved confidence, communication skills, and overall well-being, particularly for those who may not feel supported in school, at home, or in traditional arts environments.

The choir intentionally supports participants with intersecting identities, including those who are racialized, Indigenous, neurodivergent, and gender-diverse. Many participants face layered barriers to accessing arts programming, including financial constraints, systemic inequities, and a lack of culturally safe or affirming environments. By removing financial barriers and centering accessibility, the program creates meaningful opportunities for participation that would not otherwise be available.

This program is especially important in Sault Ste. Marie, where many individuals experience isolation, particularly during the winter months. Limited entertainment

viii. If ACAP funding for this activity, project, or event is approved, please describe what the applicant considers to be successful implementation of the project. How will success be measured (maximum 250 words):

The success of Queer Choir will be measured through a combination of quantitative and qualitative indicators that reflect both participant development and community impact. Attendance and consistent participation at biweekly rehearsals and public events will serve as a key metric, demonstrating sustained engagement and the choir's ability to provide a reliable, inclusive space. Tracking retention and growth of membership over the year will further indicate the program's appeal, accessibility, and relevance to the community.

On a musical level, success will be measured through participants' achievement of individual and ensemble vocal goals, including improved vocal technique, ensemble coordination, and performance readiness. This will be assessed through instructor observations, feedback sessions, and rehearsal performance reviews. Preparedness and quality of public performances, including participation in local queer events such as Pride and other community celebrations, will showcase participants' development and the choir's visibility within the broader community.
Equally important are qualitative measures of personal growth and empowerment. Participant confidence, engagement, and feedback will be collected through informal discussions, surveys, and reflection exercises. Participants will be encouraged to share

Section 4: Marketing

i. What audiences do the proposed activity, project and/or event look to reach?

Select all that apply:

- [x] Local (within the Municipality)
- [x] Regional (within Algoma)
- [ ] Tourism (those who will travel)
- [ ] Other (Please describe)

ii. Please describe the items selected (250 words maximum):

The choir targets 2SLGBTQIA+ youth aged 16+, particularly those with limited access to arts programs or who feel unsupported in school, home, or traditional music settings. Secondary audiences include families, friends, and local arts supporters who attend performances or engage online.

The primary audience for Queer Choir is 2SLGBTQIA+ youth and young adults aged 16 and older, including those who may not feel supported in school, at home, or in traditional music or theatre programs. Many participants have limited access to arts education, have transitioned out of school-based music or theatre, or have faced barriers due to financial, social, or identity-based factors. The choir intentionally creates a safe, affirming space where participants can develop musical skills, build confidence, and experience a sense of belonging, free from judgment or exclusion. Participants include individuals who are queer, transgender, non-binary, Indigenous, racialized, and neurodivergent, reflecting a diversity of lived experiences and identities within the local community.

Secondary audiences include family members, friends, and supporters who attend performances and celebrate participants' artistic achievements. The program also

iii. Please describe any specific audiences that are intended to be reached with the activity, project or event (150 words maximum):

The choir welcomes queer, transgender, non-binary, and gender-diverse participants aged 16+, including youth and adults who haven't felt safe in traditional music spaces or had access to private lessons. Many participants are currently queer, trans, racialized, Indigenous, disabled, or neurodivergent, and we anticipate continuing to engage members of these communities.

iv. How will the activity, project or event be promoted? Please describe and include any links to social media accounts or relevant websites or organizations (maximum 250 words):

Promotion for Queer Choir will include social media platforms, including Instagram, Facebook, and TikTok, to share rehearsal updates, highlight performances, and showcase participants' creative achievements. This online presence will allow the choir to reach youth where they are most active, while also promoting visibility and engagement for 2SLGBTQIA+ arts initiatives in Sault Ste. Marie.

Community partners, including The KLUB, Case's Music, local 2SLGBTQIA+ organizations and allies, businesses and schools, will help amplify messaging through newsletters, posters and direct outreach to youth and families. Posters and flyers will be displayed at community hubs such as libraries, recreation and community centres, and arts venues to ensure local awareness. Word-of-mouth promotion through participants, volunteers, and partner networks will help attract new participants and maintain engagement with current members.

Public events, including performances at Pride and other community celebrations and festivals, will be listed on local arts calendars, newsletters, and event boards, increasing visibility for both the choir and the wider 2SLGBTQIA+ arts community. With consent, highlights and media from performances and rehearsals may be shared online to celebrate participants' progress, recognize their achievements, and inspire others to join. This strategy ensures that promotion is inclusive, targeted, and consistent, supporting both program growth and community engagement throughout the year.

v. What age does the activity, project, or event look to reach? (Select all that apply):

- [x] 0-18
- [x] 19-34
- [x] 35-59
- [ ] 60-75
- [ ] 76+

vi. What is the estimated attendance or viewership of the activity, project and/or event?

- [x] 1-50
- [x] 51-100
- [x] 101-250
- [x] 251-500
- [ ] 501-1,000
- [ ] 1,001-2,500
- [ ] 2,501+

vii. What is the estimated number of participants directly involved in the implementation/execution of the proposed activity, project and/or event (including staff, volunteers, participating artists, etc.)?

☐ 1-10	☐ 26-50
☑ 11-25	☐ 51+

viii. Please provide a brief description of participant composition (maximum 150 words):

Youth participants aged 16+, queer, transgender, or non-binary. Program staff include instructors, volunteers, and accompanists. Participation is inclusive of all abilities and backgrounds, emphasizing accessibility, gender-affirming care, and community-building.

Section 5: Existing In-kind & Previous Funding

Applicants who are requesting **any** other type of financial or in-kind assistance from the City (all departments) as part of their activity, project and/or event must ensure that it is included in the ACAP Application Budget Template.

i. Has the applicant received ACAP funding or any other City of Sault Ste. Marie municipal cultural financial assistance in the past?

☐ Yes ☑ No

Section 6: Project, Activity/Event Budget

i. Please download, complete, and attach a copy of the ACAP Application Budget Template.

Please show how ACAP funding will be used if the Applicant's request is approved. Please include all cost categories, both eligible and ineligible, for each of the components/items of the activity, project and/or event, all expected funding sources and type of funding (grant, in- kind, cash, etc.).

Section 7: Authorization

I, Hallie Piche (Name of Artist Applicant) attest that all information contained in this application, agree to fulfill the responsibilities for all activity, project and/or event deliverables contained therein and/or agreed to by the Cultural Vitality Committee and the City of Sault Ste. Marie. This application will act as a contract between the City of Sault Ste. Marie and the Applicant should the application be successful.



_____Signature March 26 2026 _____Date

Completed applications and supporting documentation may be submitted by email to:

a.moore@cityssm.on.ca
Subject Line: Cultural Financial Assistance Application – Attention: Arts and Culture Lead

Completed applications may be submitted by mail or in person to:

Community Development and Enterprise Services
Attention: Arts and Culture Lead
99 Foster Drive
Civic Centre
Sault Ste. Marie, ON
P6A 5X6

Cost Category (Types of Expenses for Project) - Add/delete rows as needed	Eligible Project Costs (Refer to ACAP Guidelines for Details)	Ineligible Project Costs (Refer to ACAP Guidelines for Details)	Funding Source (ACAP, Cash, Other Gov. Funders, Sponsors, etc.)	Funding Type (Grant, Cash, In-kind, etc.)	Quotes/Estimates (Links where applicable)
Operational Costs					
Leader/Instructor	1650		ACAP	Grant	75/1 hour se
Coordinator/ Admin	960		ACAP	Grant	20/hour for c
Choir Mentorship	500		ACAP	Grant	100/hour x 5
Materials & Supplies Costs					
Sheet Music	250		ACAP	Grant	
Folders					
Printouts					
Posters					
Outreach					
Licensing Fees	140		ACAP	Grant	For Performa
Equipment Costs					
Keyboard		400		In Kind	
Speakers		200		In Kind	
Laptop		800		In Kind	
Artist Fees					
Other Costs					
Total Costs	3500	1400			
Total Project Costs:	3500				

Notes					
1) For Small Projects ($2,999 or less) Eligible Project Costs can = 100% of Total Project Costs	2) For Large Projects ($3,000-$20,000) Eligible Project Costs must = 75% or less of Total Project Costs	3) For Operational and Seed Projects Eligible Project Costs must = no more than 25% of Total Operating Budget of the Organization/Start up	4) For Small Festivals/Events ($5,000 or less) Eligible Project Costs must = 75% or less of Total Project Costs	5) For Large Festivals/Events ($5,000-$10,000) Eligible Project Costs must = 75% or less of Total Project Costs	6) Cultural Diversity Projects are reviewed on a case by case basis with no Total Project Cost % Restrictions

Application Project Plan Template

Name of Applicant: Hallie Piche

Intake/Date: Hallie Piche

Page 1 **of**

Activity	Start Date of Activity (M/Y)	End Date of Activity (M/Y)	Description/ Notes
Mentorship Outreach & Securing Instructor	Aug 2026	Sept 2026	Identify and confirm experienced choir instructor for mentorship support
Program Relaunch Promotion (Biweekly Model)	Aug 2026	Oct 2026	New advertising campaign to reflect biweekly structure; social media, posters, outreach through partners
Community Polling & Participant Engagement	Aug 2026	Sept 2026	Poll interested participants to determine best rehearsal times and increase accessibility for new members
Scheduling & Coordination with Case's Music	Aug 2026	Sept 2026	Confirm rehearsal schedule, space availability, and program logistics
Choir Rehearsals (Biweekly)	Sept 2026	July 2027	Ongoing vocal training, ensemble development, and community-building through regular sessions
Mentorship – 1:1 Sessions	Sept 2026	Oct 2026	Two one-on-one sessions for Hallie to build skills in leading larger ensembles
Mentorship – In-Rehearsal Support	Oct 2026	Feb 2027	Three sessions where mentor attends rehearsals to provide hands-on guidance and feedback
Repertoire Development	Sept 2026	April 2027	Collaborative song selection and preparation reflecting participant interests and identities
Mid-Year Check-In & Evaluation	Feb 2027	Feb 2027	Participant feedback, attendance review, and program adjustments

Application Project Plan Template

Name of Applicant:

Intake/Date: I am a 32 year old private music instructor specializing

Page 2 **of** Perf ormi

Activity	Start Date of Activity (M/Y)	End Date of Activity (M/Y)	Description/ Notes
Performance Preparation	April 2027	June 2027	Focused rehearsal period for staging, confidence building, and performance readiness
Community Performances (Pride & Events)	June 2027	July 2027	Performances at local queer events, including Pride and other community gatherings
Final Showcase & Celebration	July 2027	July 2027	End-of-year performance highlighting participant growth and achievements
Final Evaluation & Future Planning	July 2027	July 2027	Collect feedback, assess outcomes, and plan for program continuation

Activity/Event Budget – Total $3,500

Item	Amount ($)	Notes
Instructor Honoraria – Hallie Piche	1,650	$75/session (1 hour group instruction) × 22 biweekly sessions over one year
Coordinator Honoraria – Katrina Francella	960	48 hours total (~4 hours/month) at $20/hour for coordination, volunteer support, scheduling, communications, and administration
Choir Teacher Mentorship	500	$100/hour × 5 sessions (2 one-on-one sessions + 3 in-rehearsal mentorship sessions)
Music Materials & Promotion	250	Sheet music, folders, printouts, posters, and outreach materials
Licensing Fees	140	Music licensing costs for performance repertoire

Total Program Budget: 3,500
ACAP Funding Request: 3,500

Artist Resume | Hallie Piche

Long & McQuade – Port Coquitlam, BC

2017 – 2022
Bsmith@long-mcquade.com

- Taught up to 50 students per week, 5 days a week
- Built relationships with students and parents, discussing expectations, practice plans, and student progress
- Created personalized lesson plans tailored to each student
- Worked with a lesson coordinator on scheduling, payments, and retention
- Provided one-on-one instruction, assessing individual needs including learning strategies, practice habits, organizational skills, and repertoire selection
- Prepared students for Royal Conservatory of Music (RCM) examinations
- Prepared students for biannual recitals and other performance opportunities, including gigs, talent shows, and exams

2023 – Current | Private Lesson Business (Chicora Crescent Music)

I left Long & McQuade in 2023 to pursue my own teaching business. I started in Port Coquitlam, BC, and have since relocated to Sault Ste. Marie, where I now operate Chicora Crescent Music from my home.

- Manage scheduling
- Secure clients through word of mouth and advertising
- Create and manage a social media presence
- Collect payments and handle sensitive client information
- Develop personalized lesson plans for each student
- Work one-on-one with students to develop technical and physical abilities

November 2025 – Current | Case's Music

In tandem with my private business, I work as a private music instructor at Case's Music one day a week. I was recruited through my advertising presence.

- Build relationships with students and parents, discussing expectations, practice plans, and progress
- Create personalized lesson plans for each student
- Work with a lesson coordinator on scheduling, payments, and retention
- Provide one-on-one instruction tailored to individual learning styles, including practice strategies, organization, and repertoire selection

- Prepare students for recitals and other performance opportunities such as gigs, talent shows, and exams

Education

[Certificate in Music Foundations]
[Victoria Conservatory of Music] – [Victoria, BC]
[2012-2013]

- Studies in Performance , Accompaniment, Music History, Music Theory and Harmony, Choir and Jazz Ensemble, Ear and Sight Reading, Music Business
- **Royal Conservatory of Music (RCM) Level 8**

[Somatic Voicework: The LoVetri Method]
[Baldwin Wallace University] – [Berea, OH]
[2019-2020]

- Completed all 3 Levels of Somatic Voicework, including vocal pedagogy with direct feedback from instructors , studying vocal function, voice medicine and voice pathology, functional listening and technical application of voice exercises

[Private Study]
[2017-Current]

- I have been studying with private instructors in Piano and Voice for performance, repertoire selection, teaching techniques and my own personal development
- I had private one on one lessons with a vocal instructor semi regularly, learning effective teaching strategies, how to select appropriate repertoire for my voice, learning what my voice type is and how to develop the fundamentals of proper vocal function
- I am currently studying Jazz and Improvisation at the Algoma Conservatory of Music
- I have continued studying in semi private group sessions with Jeanie LoVetri via online Zoom sessions. Keeping up to date in teaching techniques and my own voice studies, while collaborating and learning from other teachers.

Artist Testimonial | Hallie Piche

I was first introduced to Hallie through my daughter Emily's piano lessons. At the time, Emily was just eight years old and experiencing high anxiety, which meant I needed to stay in the room with her during lessons. Neither of us knew yet that we had ADHD, but Hallie intuitively understood how to meet Emily where she was. Within just three lessons, I was astounded by Hallie's ability to adapt her teaching style and engage Emily with patience, creativity, and compassion.
Inspired by her approach, I asked if I could begin taking lessons as well—and soon, piano became a family affair. My husband and son joined too, and it became something we all looked forward to. Hallie brought joy, curiosity, and confidence to each of us through her teaching.
Five years later, when we moved to a much smaller town, one of our biggest concerns was losing that musical connection. Fortunately, Hallie also teaches online and has continued to be our music mentor. Now, my daughter and I both take piano and vocal lessons with her, and our love for music keeps growing.
Hallie has stood by us through life's transitions with unfailing kindness and flexibility. I feel privileged to learn from such a talented and empathetic teacher—someone who has not only taught us music, but helped spark a lifelong love for it in our whole family.

Aj Vittie

Social Media | Hallie Piche

https://www.chicoracrescentmusic.com/
https://www.instagram.com/@halliepichemusic
https://themeadowdweller.bandcamp.com/community

Early intake submission deadline: **Last Friday in October** of each calendar year by 4:30pm EST

Late intake submission deadline: **Last Friday in March** of each calendar year by 4:30pm EST

Applications That are Incomplete or Missing Supporting Documentation Will Not be Accepted or Eligible for Review

In addition to this completed application, the following documents are to be formatted as described in the Application Process section of the ACAP Guidelines and submitted as attachments:

- Artist Curriculum Vitae/Resume/Biography
- Links to artist social media accounts or websites (if applicable)
- Documentation/support material of past projects that would show the Applicant's ability to successfully undertake and complete the proposed project
- ACAP Project Plan Template
- ACAP Application Budget Template
- Quote documents for small capital/equipment purchases and/or print materials (if applicable)

Section 1: Artist Information

i. Artist Formal Name:
Mario Gionet

ii. Artist Practicing Name:
Mario Gionet

iii. Artist Mailing Address and Postal Code:

iv. Artist Contact Information (Phone Number, Email Address):

v. Please provide an artist's statement or general statement about your work (maximum 500 words):

Through Walk Among The Trees, I create experiences that reconnect people to the natural world using Anishinaabe teachings, language, food, and story. Each offering—whether a guided walk, a seasonal gathering, or a shared meal—is designed to bring people back into relationship with the land, and with themselves.

As someone who is continuing to rediscover and reclaim my identity as Anishinaabe, my work is deeply personal. It is shaped by inter-generational experience, including the legacy of residential schools in my family, and the resilience, knowledge, and quiet strength that has been carried forward. This perspective guides how I approach teaching—not as an expert above others, but as someone walking alongside, learning and sharing in a good way.

Storytelling is at the heart of what I do. I use stories, humour, and lived experience to make teachings accessible and meaningful. Whether it is through the Three Sisters garden, plant knowledge, or culinary experiences like Wiisinida, Let's Eat, I aim to create spaces where people feel welcome, grounded, and open to learning. Food, in particular, is a powerful way to build connection—it carries memory, culture and identity.

Language is also an important part of my work. Incorporating Anishinaabemowin into experiences helps bring teachings to life and honours the spirit of the

vi. Please indicate the artist's discipline of focus:
Visual arts, performing arts, media arts, literary arts, multi & interdisciplinary arts, heritage arts, public art, other, and description (maximum 50 words):

My work combines land-based practice, storytelling, Indigenous language, culinary arts, and community-engaged experiences. Through guided walks, seasonal gatherings, and food-based programming, I share Anishinaabe knowledge in public and natural spaces, blending cultural education, performance, and participatory art rooted in land and tradition.

Section 2: Type of Grant & Funding Amount Request

Applicants may choose one grant stream that best supports their project needs and objectives. **Please refer to the ACAP Guidelines.**

Please select only one:

Small Project Grant ☐

Cultural Diversity Grant ☑

ACAP Request Amount ($) 9693.10

Section 3: Description of Activities, Projects and Events

Please download, complete and include as an attachment the completed ACAP Application Project Plan Template for the proposed activity, project and/or event.

i. Project Name or Working Title:
Wiisinidaa Let's Eat Final Feast Gathering

ii. Activity/Project and/or Event **Start Date:**
September 26, 2026

iii. Activity/Project and/or Event **End Date:**
September 26, 2026

iv. Activity/Project and/or Event Location -
(Physical address or for virtual projects/programming/events please include links to websites, social media etc. where programming will take place/be present, maximum 50 words):

The “Wiisinidaa, Let’s Eat” Final Feast Gathering will take place at Kinsmen Park, Sault Ste. Marie, ON. Event updates, program information, and related content will be shared online through Walk Among The Trees social media

v. Please describe the proposed activity, project, and any relevant goals or objectives (maximum 750 words)

The “Wiisinidaa, Let’s Eat” Final Feast Gathering is a land-based cultural and culinary event taking place at Kinsmen Park in Sault Ste. Marie. This gathering represents the culmination of a seasonal series rooted in the Three Sisters Garden (corn, beans, and squash), bringing together community members and visitors to share in food, teachings, and connection to the land.

The event will feature a shared outdoor feast prepared by three Indigenous food creators, each contributing a dish that reflects traditional knowledge, seasonal ingredients, and personal or family teachings. The menu will highlight the relationship between land, food, and culture, incorporating elements such as the Three Sisters and locally sourced ingredients. This collaborative approach supports Indigenous culinary voices while offering participants a rich and meaningful food experience.

The gathering will also include a drum group, whose songs will provide a cultural foundation and create a welcoming and respectful atmosphere. A guest speaker will share teachings and reflections connected to land, food, and community, helping to deepen participants’ understanding of Anishinaabe perspectives.

Storytelling and the sharing of Anishinaabemowin (Ojibwe language) will be woven throughout the experience. Participants will learn about the significance of the foods they are eating, the teachings of the Three Sisters, and the importance of reciprocity, sustainability, and relationship to the land.

The event will take place outdoors with tents, seating, and a central fire, creating a warm and communal environment that encourages connection, reflection, and shared

vi. How does this activity, project, or event support the current Community Culture Plan? Please select all community programs and impact priorities that the project supports.

☑ Complement and support existing City initiatives, plans and projects and contribute effectively to the development of arts, culture and heritage in Sault Ste. Marie

☑ Contribute to the economic and social diversity of Sault Ste. Marie through the development of arts, culture and heritage products and tourism

☑ Promote effective, meaningful, and equitable community engagement and consultation processes

- [x] Provide mentorship and participatory opportunities for youth, diverse, and historically underrepresented groups in the community
- [x] Increase organizational capacity and sustainability of local art organizations, collectives, and artists (including Applicants)
- [x] Provide professional development opportunities for emerging and professional arts, culture, and heritage practitioners (including Applicants)
- [x] Fosters community connections, partnerships and networks
- [x] Provides opportunities for volunteerism
- [x] Significantly contributes to the quality of life and sense of identity in Sault Ste. Marie

Please explain these selections (750 words maximum):
The “Wiisinidaa, Let’s Eat” Final Feast Gathering directly supports the Community Culture Plan by fostering arts, culture, and heritage in Sault Ste. Marie while creating meaningful opportunities for cultural engagement and tourism. By centering Indigenous knowledge, language, and culinary practices, the project complements City initiatives that promote cultural diversity, public programming, and activation of community spaces such as Kinsmen Park.

The event contributes to the economic and social diversity of the city through Indigenous cultural and culinary tourism. Featuring three Indigenous food creators, a drum group, and a guest speaker, it highlights local talent and provides professional development opportunities for cultural practitioners. Participants experience Anishinaabe storytelling, song, and land-based teachings, fostering appreciation for Indigenous heritage and attracting visitors seeking authentic cultural experiences.

The gathering emphasizes meaningful and equitable community engagement. Youth, elders, families, and community members are invited to participate in storytelling, language, and cultural teachings, encouraging intergenerational knowledge transfer and stronger community connections. Volunteers gain practical experience in event support and cultural programming, creating skill development and capacity-building opportunities.

Partnerships with local organizations, schools, Sault Tourism, Indigenous Tourism Ontario, and the Culinary Tourism Alliance strengthen community networks and amplify the reach and impact of the event.

Ultimately, the project enhances quality of life and community identity by celebrating

vii. What are the benefits to audiences, participants, and/or the community of Sault Ste. Marie that are intended upon successful completion and implementation of this activity, project or event? (500 words maximum):

The “Wiisinidaa, Let’s Eat” Final Feast Gathering provides meaningful benefits to audiences, participants, and the community of Sault Ste. Marie. Participants gain direct exposure to Anishinaabe culture, language, and teachings through storytelling, song, and culinary experiences. Guests learn about the Three Sisters Garden, traditional foods, and the interconnectedness of land, plants, and people, fostering appreciation for Indigenous knowledge and worldviews.

The gathering creates an inclusive space for community connection, bringing together Indigenous and non-Indigenous participants across generations. Youth, elders, and community members engage in cultural exchange, strengthening relationships and fostering a sense of belonging. Storytelling, song, and the use of Anishinaabemowin (Ojibwe language) throughout the event help preserve and revitalize cultural traditions, allowing participants to experience language and culture in an applied, experiential way.

The event highlights and supports Indigenous artists, food creators, performers, and knowledge holders, providing professional opportunities and recognition. Participants

viii. If ACAP funding for this activity, project, or event is approved, please describe what the applicant considers to be successful implementation of the project. How will success be measured (maximum 250 words):

Successful implementation of the “Wiisinidaa, Let’s Eat” Final Feast Gathering will be achieved when the event is delivered safely, smoothly, and in a way that fully engages participants with Anishinaabe culture, language, and teachings. Success will be evident through strong attendance, including youth, elders, community members, and visitors, and through participants actively engaging in storytelling, song, and culinary experiences.

A key measure of success will be the full involvement of the three Indigenous food creators, the drum group, and the guest speaker, ensuring that knowledge, skills, and cultural perspectives are shared authentically. Success will also be reflected in the relationships and connections built among participants, demonstrating intergenerationa engagement, inclusivity, and community cohesion.

Operationally, success will be measured by the seamless execution of event logistics, including tents, seating, fire, food service, and volunteer support. Participants’

Section 4: Marketing

i. What audiences do the proposed activity, project and/or event look to reach?

Select all that apply:

- [x] Local (within the Municipality)
- [x] Regional (within Algoma)
- [x] Tourism (those who will travel)
- [x] Other (Please describe)

ii. Please describe the items selected (250 words maximum):

The “Wiisinidaa, Let’s Eat” Final Feast Gathering is designed to reach a diverse range of audiences, including local residents of Sault Ste. Marie, regional participants from across Algoma, visitors traveling for cultural tourism, and other groups with a specific interest in Indigenous culture and education.

Local audiences will include community members of all ages, including youth, elders, families, and individuals interested in cultural teachings, land-based learning, and community connection. The event offers residents a chance to engage directly with Anishinaabe storytelling, Anishinaabemowin (Ojibwe language), and traditional foods, fostering cultural understanding and community pride.

Regional audiences from across Algoma will be invited to participate, experiencing the Three Sisters Garden, seasonal food teachings, and land-based cultural practices.

Tourism audiences will be drawn by the unique combination of Indigenous culinary

iii. Please describe any specific audiences that are intended to be reached with the activity, project or event (150 words maximum):

The “Wiisinidaa, Let’s Eat” Final Feast Gathering is designed to engage a range of audiences. Local participants include community members of all ages—youth, elders, families, and individuals interested in land-based learning, Anishinaabe culture, and traditional foods. Regional audiences from across Algoma are invited to experience the Three Sisters Garden, seasonal culinary teachings, and storytelling, providing a meaningful connection to Indigenous knowledge. Tourism audiences will be attracted by the unique combination of cultural teachings, land-based programming, and Indigenous culinary experiences, offering an authentic and immersive visit to Sault Ste. Marie. Other audiences include school groups, educational programs, and special interest organizations seeking experiential learning opportunities, as well as online audiences engaging with Walk Among The Trees’ social media content. Collectively,

iv. How will the activity, project or event be promoted? Please describe and include any links to social media accounts or relevant websites or organizations (maximum 250 words):

The “Wiisinidaa, Let’s Eat” Final Feast Gathering will be promoted through digital, community, and partner-based channels to ensure strong visibility and participation. Walk Among The Trees will use its social media platforms, including Facebook and Instagram, to share event updates, behind-the-scenes preparation, and highlights of the Three Sisters Garden and participating Indigenous food creators.

Local and regional promotion will include outreach to schools, community groups, and cultural organizations to engage families, youth, and educational programs. Event listings will also be shared through community newsletters and cultural calendars.

The event will be promoted in partnership with Sault Tourism, Indigenous Tourism Ontario, and the Culinary Tourism Alliance, reaching audiences interested in authentic Indigenous cultural, culinary, and land-based experiences. The involvement of the drum group, guest speaker, and food creators will further amplify interest and engagement.

Post-event, photos, videos, and stories will be shared online to extend engagement, highlight the experience, and inspire future participation. These strategies ensure the event reaches local, regional, and visiting audiences while promoting Indigenous

v. What age does the activity, project, or event look to reach? (Select all that apply):

- [x] 0-18
- [x] 19-34
- [x] 35-59
- [x] 60-75
- [ ] 76+

vi. What is the estimated attendance or viewership of the activity, project and/or event?

- [x] 1-50
- [ ] 51-100
- [ ] 101-250
- [ ] 251-500
- [ ] 501-1,000
- [ ] 1,001-2,500
- [ ] 2,501+

vii. What is the estimated number of participants directly involved in the implementation/execution of the proposed activity, project and/or event (including staff, volunteers, participating artists, etc.)?

☐ 1-10	☐ 26-50
☑ 11-25	☐ 51+

viii. Please provide a brief description of participant composition (maximum 150 words):

The "Wiisinidaa, Let's Eat" Final Feast Gathering will involve approximately 10 volunteers directly supporting the implementation and execution of the event. These volunteers will assist with setup and take down of tents, tables, and seating, support food service, help manage participant registration and flow, and ensure that the event runs smoothly and safely.

In addition to volunteers, the event will feature three Indigenous food creators preparing culturally significant dishes, a drum group providing musical and ceremonial guidance, and a guest speaker sharing teachings about land, food, and Anishinaabe culture. Together, these participants bring a combination of cultural knowledge, artistic

Section 5: Existing In-kind & Previous Funding

Applicants who are requesting **any** other type of financial or in-kind assistance from the City (all departments) as part of their activity, project and/or event must ensure that it is included in the ACAP Application Budget Template.

i. Has the applicant received ACAP funding or any other City of Sault Ste. Marie municipal cultural financial assistance in the past?

☐ Yes ☑ No

Section 6: Project, Activity/Event Budget

i. Please download, complete, and attach a copy of the ACAP Application Budget Template.

Please show how ACAP funding will be used if the Applicant's request is approved. Please include all cost categories, both eligible and ineligible, for each of the components/items of the activity, project and/or event, all expected funding sources and type of funding (grant, in- kind, cash, etc.).

Section 7: Authorization

I, Mario Gionet (Name of Artist Applicant) attest that all information contained in this application, agree to fulfill the responsibilities for all activity, project and/or event deliverables contained therein and/or agreed to by the Cultural Vitality Committee and the City of Sault Ste. Marie. This application will act as a contract between the City of Sault Ste. Marie and the Applicant should the application be successful.

_____Signature March 23, 2026 _____Date

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a.moore@cityssm.on.ca
Subject Line: Cultural Financial Assistance Application – Attention: Arts and Culture Lead

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Attention: Arts and Culture Lead
99 Foster Drive
Civic Centre
Sault Ste. Marie, ON
P6A 5X6

Cost Category (Types of Expenses for Project) - Add/delete rows as needed	Eligible Project Costs (Refer to ACAP Guidelines for Details)	Ineligible Project Costs (Refer to ACAP Guidelines for Details)	Funding Source (ACAP, Cash, Other Gov. Funders, Sponsors, etc.)	Funding Type (Grant, Cash, In-kind, etc.)	Quotes/Estimates (Links where applicable)
Operational Costs					
Venue	100				
Fire Permit	33				
Contingency	400				
Materials & Supplies Costs					
Signs/Banners	423.05				
Dinnerware	125.09				
Equipment Costs					
Tents/Tables/chairs	1786.08				
Porta-Potties	278.14				
Firewood	125				
Artist Fees					
Drum Group Honorium	3000				
Guest Speaker	1500				
Food Creators	1800		Sponsor		
Other Costs					
Safety Supplies	100				
Total Costs	$ 9,670.36	$ 0.00			
Total Project Costs:	$ 9,670.36				

Notes					
1) For Small Projects ($2,999 or less) Eligible Project Costs can = 100% of Total Project Costs	2) For Large Projects ($3,000-$20,000) Eligible Project Costs must = 75% or less of Total Project Costs	3) For Operational and Seed Projects Eligible Project Costs must = no more than 25% of Total Operating Budget of the Organization/Start up	4) For Small Festivals/Events ($5,000 or less) Eligible Project Costs must = 75% or less of Total Project Costs	5) For Large Festivals/Events ($5,000-$10,000) Eligible Project Costs must = 75% or less of Total Project Costs	6) Cultural Diversity Projects are reviewed on a case by case basis with no Total Project Cost % Restrictions

Application Project Plan Template

Name of Applicant: Mario Gionet

Intake/Date: Mario Gionet

Page 1 **of**

Activity	Start Date of Activity (M/Y)	End Date of Activity (M/Y)	Description/ Notes
Concept Development	01-2026	02/2026	Idea conceived for Wiisinidaa, Let's Eat seasonal series culminating in a Final Feast Gathering
Team Recruitment & Coordination	02/2026	09/2026	Engage and confirm three Indigenous food creators, drum group, guest speaker, and volunteers. Coordinate schedules, roles, and responsibilities. Ensure all participants are prepared for the event.
Initial Research & Planning	02/2026	03/2026	Explored Indigenous culinary practices, Identified potential partners, collaborators, and cultural advisors.
Promotion & Marketing	03/2026	09/2026	Early and ongoing promotion through social media (Facebook, Instagram Share event vision, cultural highlights, and updates. Coordinate with Sault Tourism, Indigenous Tourism Ontario, and Culinary Tourism Alliance to reach broader audiences.
Partnership Development	04/2026	05/2026	Reach out to potential community partners, cultural organizations, and tourism agencies. Begin identifying volunteer roles, recruitment strategies, and training needs.
Detailed Event Planning	05/2026	08/2026	Develop menus, program schedule, site layout, and volunteer plan. Secure permits, equipment rentals (tents, tables, seating), and finalize partnership agreements
Site Preparation & Setup	09/2026	09/2026	Volunteers set up tents, tables, seating, and central fire at Kinsmen Park. Ensure accessibility, safety, and signage.
Food Preparation & Culinary	09/2026	09/2026	hree Indigenous food creators prepare culturally significant dishes. Demonstrations include teachings about seasonal foods and Three Sisters Garden practices.
Cultural Programming	09/2026	09/2026	Drum group performances, guest speaker presentations, storytelling, and Anishinaabemowin language sharing.

Application Project Plan Template

Name of Applicant:

Intake/Date: Through Walk Among The

Page 2 **of** My

Activity	Start Date of Activity (M/Y)	End Date of Activity (M/Y)	Description/ Notes
Event Execution	09/2026	09/2026	Host attendees, manage flow and safety, support volunteers, artists, and performers.
Post-Event Cleanup & Reflection	09/2026	09/2026	Volunteers assist with teardown and site cleanup. Conduct team and partner debrief.
Documentation & Evaluation	09/2026	10/2026	Capture photos, videos, and participant feedback. Evaluate outcomes through attendance, engagement, and cultural impact.

Mario Gionet



Education

BA Anishinaabemowin

Minor Indigenous Studies 09/21 – 05/24

Algoma University

Business Fundamentals 09/20 – 05/21

Sault College, Sault Ste. Marie, ON

Adventure Recreation and Parks Technician 09/18 - 05/20

Sault College, Sault Ste. Marie, ON

Native Child & Family Worker 09/91 – 05/93

Sault College, Sault Ste. Marie, ON

Work Experience

Founder & Cultural Guide

Walk Among The Trees
2024 – Present

Lead Indigenous cultural walking tours and seasonal land-based experiences rooted in Anishinaabe teachings

Develop and deliver tourism and educational programs, including collaborations with community partners

Incorporate Anishinaabemowin language, storytelling, and traditional knowledge into guided experiences

Support Indigenous tourism growth through programming such as the Three Sisters Garden and Wiisinidaa, Let's Eat

Sales Representative 05/22 - present

Great Lakes Outfitters Sault Ste. Marie, ON

Building and maintaining relationships with existing and potential customers

Deep understanding of the products and services

Gathered market intelligence by monitoring industry trends, competitor activities, and customer feedback

Park Superintendent 10/20 - present

Kinsmen Park Sault Ste. Marie, ON

Manage overall site operations, public relations, building, and grounds maintenance

Supervises full-time, part-time and seasonal personnel and promote safe work practices

Closely monitor and maintain Hydro substation daily

Park Technician (Seasonal) 05/18 - 10/20

Kinsmen Park Sault Ste. Marie, ON

Operated mowers, weed whackers and a variety of hand and power tools

Performed routine maintenance and light repairs to park facilities and furnishings

Trail maintenance such as brushing, re-surfacing, railing and boardwalk repair

Sault College Waterfront Adventure Centre Associate (Seasonal) 05/18 - 11/21

Sault College Waterfront Centre, Sault Ste. Marie, ON

Issued and received rental equipment to the public at designated times and days

Prepared the facility for the business day and secured the facility, equipment, and funds

Oversaw the safety of all waterfront activities including SUP, canoeing, and kayaking

References

Lawrence Foster
Professor at NEOS
Sault College
[redacted]

Dave Edgar
Owner
Great Lakes Outfitters
[redacted]

Ryan Walker
Owner
Forest The Canoe
[redacted]

Terms and Conditions for the use of Kinsmen Park

1. This agreement covers the use of Kinsmen Park at 780 Landslide Road, Sault Ste. Marie, Ontario, and the western portion of the Red Pine trail system being the land owned by Infrastructure Ontario and the Ministry of Natural Resources, for which the Kinsmen Club of Sault Ste. Marie is responsible. (Subject lands)

2. _____ (Park user) is granted by this agreement the use of the subject lands, without charge, for the park user's events on the subject lands. The park user will be responsible for any damage incurred to the subject lands as a result of the use of the property. The property will be referred to as “Kinsmen Park” in all literature and notices about the use of the subject lands. The park user will make a request for each use of the subject lands or inform the Kinsmen club of ongoing events before the event to ensure no conflict with other users. The contact for the club is Mario Gionet at kinsmenssm@gmail.com.

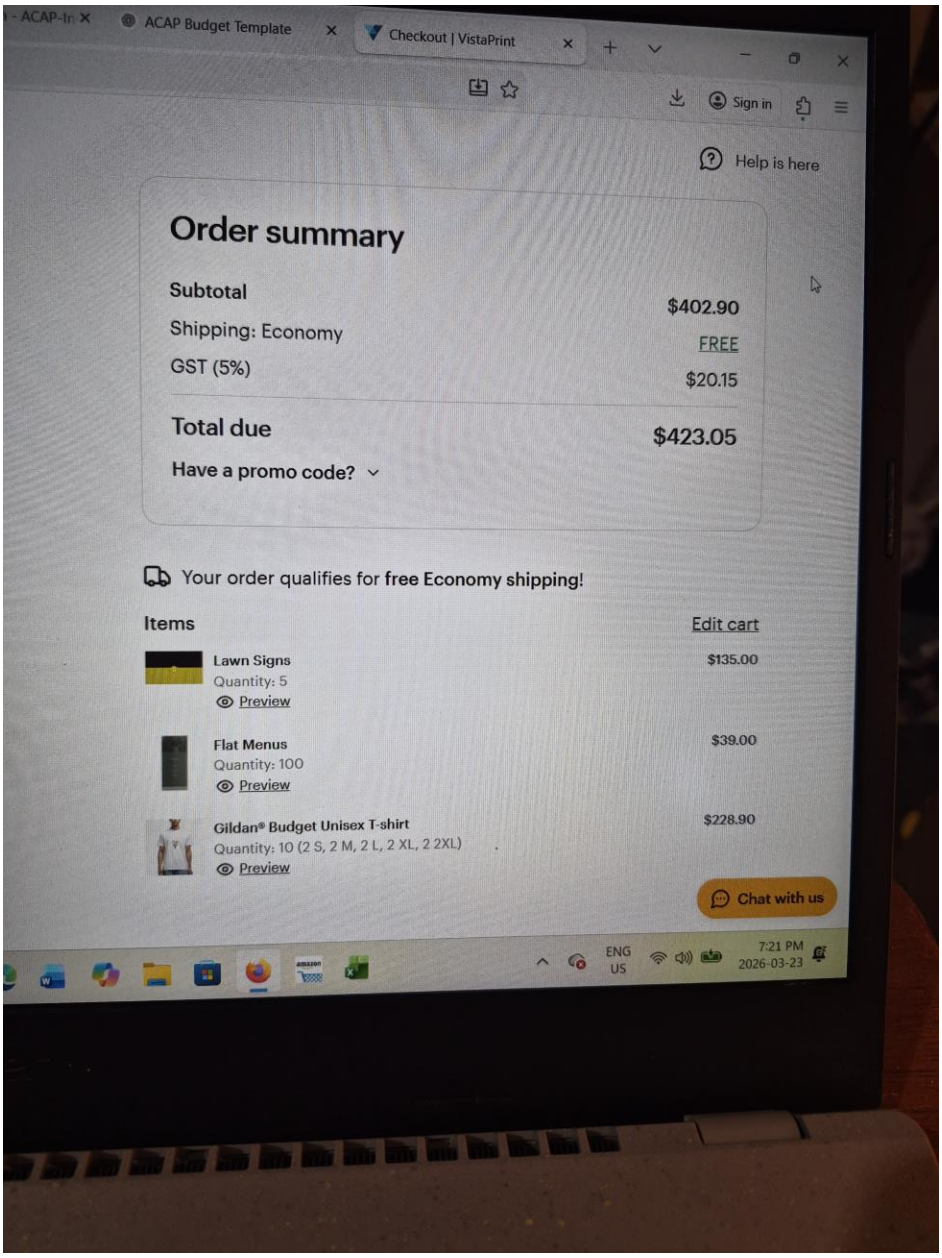
3. The park user shall indemnify and save harmless the Kinsmen Club of Sault Ste. Marie, its officers, employees, and agents from and against any and all claims, demands, costs, losses, damages, suits or other proceedings arising from the use of the Subject lands including, without limitation, loss, damage or injury to person or property, including loss of life. If the Kinsmen Club shall be made a party to any litigation commenced by or against the park user, then the park user shall protect, indemnify and hold the Kinsmen Club of Sault Ste. Marie harmless and shall pay all costs, expenses and legal fees incurred or paid by the Kinsmen Club of Sault Ste. Marie in connection with such litigation on a solicitor and client basis.

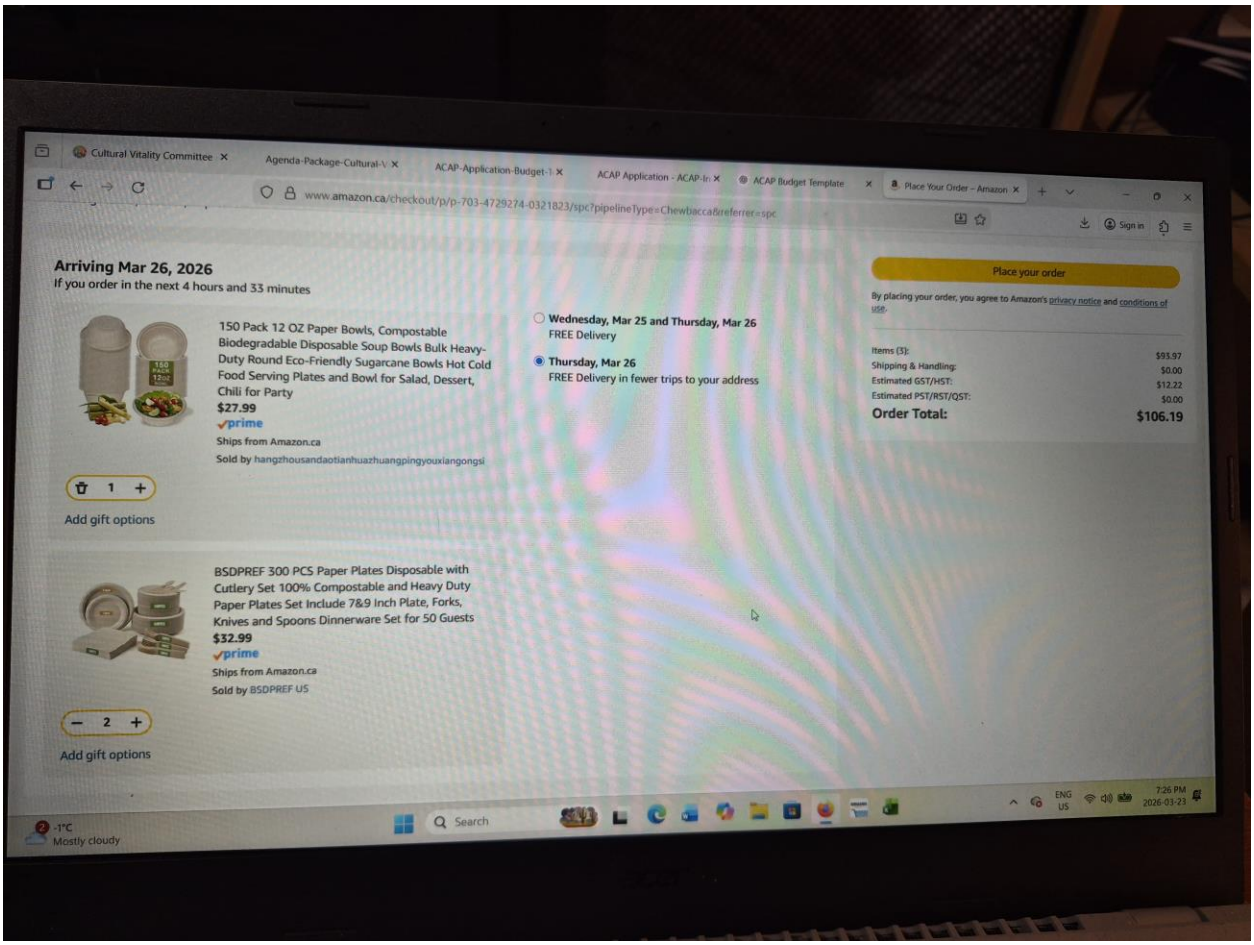
4. The Kinsmen Club of Sault Ste. Marie will be noted on the insurance coverage of the park user as an additional insured. If the event involves the sale of liquor, proof of liquor liability coverage is required. A certificate of insurance will be provided to the club by the park user. The Club mailing address is: P.O. Box 22050, 44 Great Northern Road, Sault Ste. Marie, Ontario, P6B 6H4.

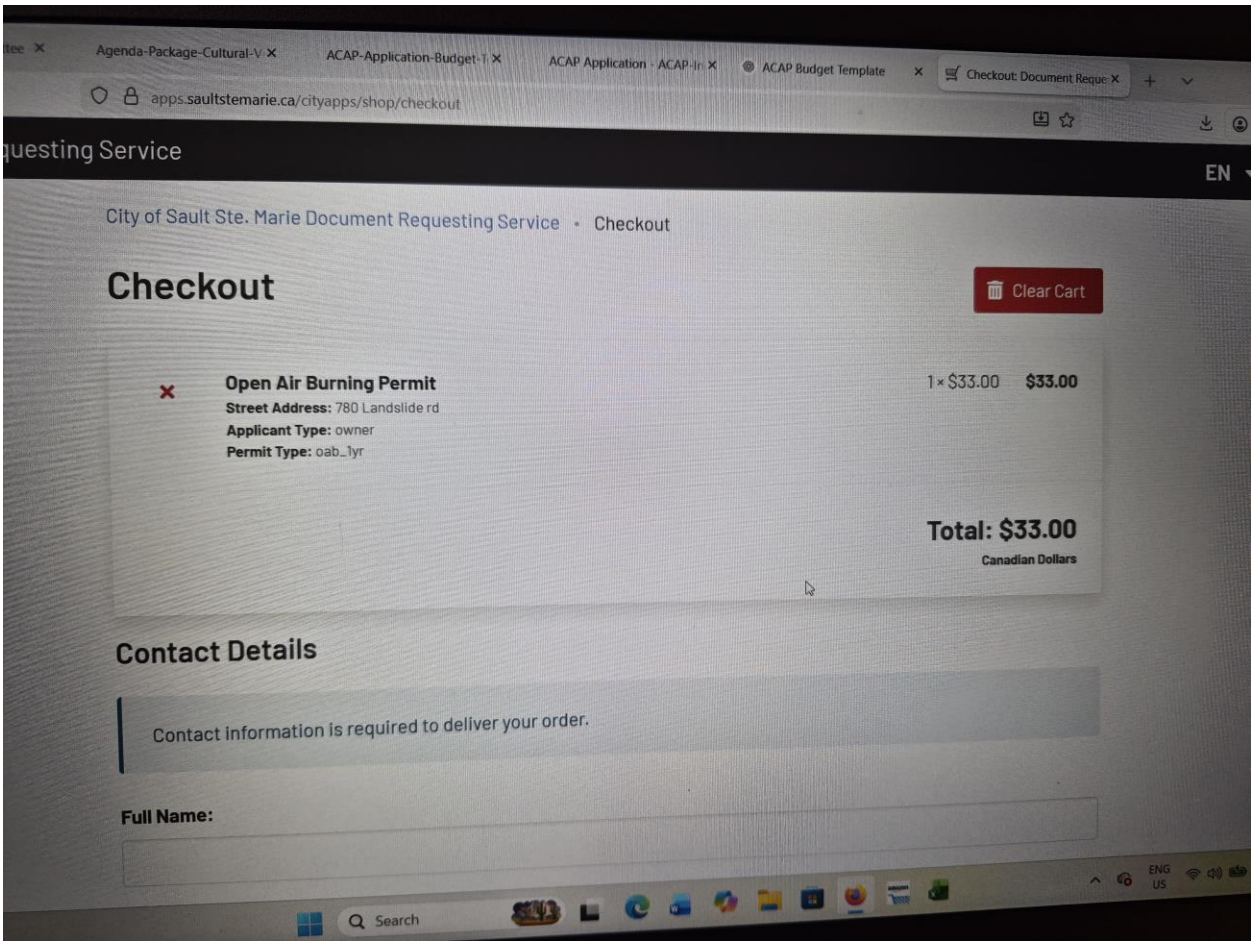
5. Acknowledged by the park user:

_____

_____
Name, date, and title


ACAP Budget Template
Checkout | VistaPrint
Sign in
Help is here
Order summary
Subtotal
$402.90
Shipping: Economy
FREE
GST (5%)
$20.15
Total due
$423.05
Have a promo code?
Your order qualifies for free Economy shipping!
Items
Edit cart
Lawn Signs
Quantity: 5
Preview
$135.00
Flat Menus
Quantity: 100
Preview
$39.00
Gildan® Budget Unisex T-shirt
Quantity: 10 (2 S, 2 M, 2 L, 2 XL, 2 2XL)
Preview
$228.90
Chat with us
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7:21 PM
2026-03-23


Cultural Vitality Committee
Agenda-Package-Cultural-V
ACAP-Application-Budget-1
ACAP Application - ACAP-In
ACAP Budget Template
Place Your Order – Amazon
www.amazon.ca/checkout/p/p-703-4729274-0321823/spc?pipelineType=Chewbacca&referrer=spc
Sign in
Arriving Mar 26, 2026
If you order in the next 4 hours and 33 minutes
150 Pack 12 OZ Paper Bowls, Compostable Biodegradable Disposable Soup Bowls Bulk Heavy-Duty Round Eco-Friendly Sugarcane Bowls Hot Cold Food Serving Plates and Bowl for Salad, Dessert, Chili for Party
$27.99
prime
Ships from Amazon.ca
Sold by hangzhousandaotianhuazhuangpingyouxiangongsi
Wednesday, Mar 25 and Thursday, Mar 26
FREE Delivery
Thursday, Mar 26
FREE Delivery in fewer trips to your address
Place your order
By placing your order, you agree to Amazon's privacy notice and conditions of use.
Items (3): $93.97
Shipping & Handling: $0.00
Estimated GST/HST: $12.22
Estimated PST/RST/QST: $0.00
Order Total: $106.19
1
Add gift options
BSDPREF 300 PCS Paper Plates Disposable with Cutlery Set 100% Compostable and Heavy Duty Paper Plates Set Include 7&9 Inch Plate, Forks, Knives and Spoons Dinnerware Set for 50 Guests
$32.99
prime
Ships from Amazon.ca
Sold by BSDPREF US
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Add gift options
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2026-03-23


Agenda-Package-Cultural-V
ACAP-Application-Budget-1
ACAP Application - ACAP-Ir
ACAP Budget Template
Checkout: Document Reque
apps.saultstemarie.ca/cityapps/shop/checkout
questing Service
EN
City of Sault Ste. Marie Document Requesting Service • Checkout
Checkout
Clear Cart
Open Air Burning Permit
Street Address: 780 Landslide rd
Applicant Type: owner
Permit Type: oab_1yr
1 × $33.00
$33.00
Total: $33.00
Canadian Dollars
Contact Details
Contact information is required to deliver your order.
Full Name:
Search
ENG
US

Individual Artist Application Form
Arts & Culture Assistance Program
Corporation of the City of Sault Ste. Marie

Early intake submission deadline: **Last Friday in October** of each calendar year by 4:30pm EST

Late intake submission deadline: **Last Friday in March** of each calendar year by 4:30pm EST

Applications That are Incomplete or Missing Supporting Documentation Will Not be Accepted or Eligible for Review

In addition to this completed application, the following documents are to be formatted as described in the Application Process section of the ACAP Guidelines and submitted as attachments:

- Artist Curriculum Vitae/Resume/Biography
- Links to artist social media accounts or websites (if applicable)
- Documentation/support material of past projects that would show the Applicant's ability to successfully undertake and complete the proposed project
- ACAP Project Plan Template
- ACAP Application Budget Template
- Quote documents for small capital/equipment purchases and/or print materials (if applicable)

Section 1: Artist Information

i. Artist Formal Name:
Sarah Skagen

ii. Artist Practicing Name:
Sarah Skagen

iii. Artist Mailing Address and Postal Code:

iv. Artist Contact Information (Phone Number, Email Address):

v. Please provide an artist's statement or general statement about your work (maximum 500 words):

My work is rooted in storytelling, music, and community connection, with a focus on creating accessible, emotionally resonant experiences through multi- and interdisciplinary arts. As a playwright, musician, and facilitator based in Sault Ste. Marie, I am interested in how creative expression can open space for reflection, dialogue, and shared understanding.

I am the creator of She, an original theatrical work that weaves together music, narrative, and visual elements to explore themes of identity, resilience, and lived experience. Developed over the past two years, She has grown through a community-engaged process that brings together voices, stories, and artistic collaboration. My approach prioritizes authenticity and care, allowing the work to evolve organically while remaining grounded in meaningful connection.

Much of my practice is informed by my background in mental health and my work with children and families through music-based programming. I am particularly interested in how rhythm, voice, and storytelling can support emotional expression and create a sense of safety and belonging. While my work is not clinical in nature, it is deeply informed by an understanding of how people process and communicate their experiences.

Collaboration is central to my artistic process. I regularly work with local performers, musicians, and community members, creating opportunities for artists to contribute their perspectives while being supported and compensated for their work. I believe in building creative environments that are inclusive, respectful, and responsive to those involved.

As She continues to evolve toward a full-scale musical planned for 2027, my focus is on developing the artistic elements that will shape the production, while

vi. Please indicate the artist's discipline of focus:
Visual arts, performing arts, media arts, literary arts, multi & interdisciplinary arts, heritage arts, public art, other, and description (maximum 50 words):

My work integrates theatre, music, and visual storytelling through performance, recorded sound, and media elements. This project will combine live and recorded components, including original music composition, voice, and visual design, to create layered, immersive artistic experiences rooted in community-engaged creation.

Section 2: Type of Grant & Funding Amount Request

Applicants may choose one grant stream that best supports their project needs and objectives. **Please refer to the ACAP Guidelines.**

Please select only one:

Small Project Grant ☐

Cultural Diversity Grant ☑

ACAP Request Amount ($) $10000

Section 3: Description of Activities, Projects and Events

Please download, complete and include as an attachment the completed ACAP Application Project Plan Template for the proposed activity, project and/or event.

i. Project Name or Working Title:
She

ii. Activity/Project and/or Event **Start Date:**
May 1st, 2026

iii. Activity/Project and/or Event **End Date:**
September 2027

iv. Activity/Project and/or Event Location -
(Physical address or for virtual projects/programming/events please include links to websites, social media etc. where programming will take place/be present, maximum 50 words):

Sault Community Theatre Centre already has a hold on it for one week.
Rusty Halo will assist with video recording
Jonesy Land will help with audio recording

v. Please describe the proposed activity, project, and any relevant goals or objectives (maximum 750 words)

She: Creation & Development Phase is a multi- and interdisciplinary arts project supporting the continued evolution of She, an original theatrical work integrating music, storytelling, and performance. Developed in Sault Ste. Marie over the past two years, She has grown through community collaboration and artistic exploration, and is currently supported by the Ontario Arts Council's Northern Arts Projects grant as it progresses toward adaptation into a full-scale musical planned for staging in 2027.This phase of work focuses on the creation of key artistic elements that will be incorporated into the future production. Activities will include the recording of voiceovers and the filming of stylized silhouette-based visual components, which will contribute to the narrative structure and visual language of She: The Musical. These elements will help establish tone, atmosphere, and transitions within the work, supporting a cohesive and layered storytelling approach. In addition, this phase will support the writing, composition, and recording of original music and score materials. Music is a central component of She, and this process will allow for the development of soundscapes, melodies, and lyrical content that reflect the emotional depth of the work. Collaborating with local artists, the project will create paid opportunities for performers and musicians to contribute to the evolving score.The project will also include the creation of select documentation and promotional assets derived from this artistic process. These materials will support increased awareness of She as it develops and help communicate the artistic vision of the work to broader audiences and potential partners.The primary goal of this phase is to advance She through focused and intentional artistic development. By prioritizing the creation of foundational visual and audio elements, the project strengthens the overall cohesion and readiness of the work for future presentation while supporting local artists through fair compensation and meaningful collaboration. This project contributes to the local arts community by providing opportunities for artists to participate in the creation of new work within a Northern context. Finally, this phase aims to build momentum toward the planned 2027 staging of She: The Musical. The materials developed

vi. How does this activity, project, or event support the current Community Culture Plan? Please select all community programs and impact priorities that the project supports.

☑ Complement and support existing City initiatives, plans and projects and contribute effectively to the development of arts, culture and heritage in Sault Ste. Marie

☑ Contribute to the economic and social diversity of Sault Ste. Marie through the development of arts, culture and heritage products and tourism

☑ Promote effective, meaningful, and equitable community engagement and consultation processes

☑ Provide mentorship and participatory opportunities for youth, diverse, and historically underrepresented groups in the community

☑ Increase organizational capacity and sustainability of local art organizations, collectives, and artists (including Applicants)

☑ Provide professional development opportunities for emerging and professional arts, culture, and heritage practitioners (including Applicants)

☑ Fosters community connections, partnerships and networks

☑ Provides opportunities for volunteerism

☑ Significantly contributes to the quality of life and sense of identity in Sault Ste. Marie

Please explain these selections (750 words maximum):

She: Creation & Development Phase contributes to the City of Sault Ste. Marie's arts, culture, and community priorities through the development of a locally created, multi- and interdisciplinary work that is both rooted in community experience and positioned for broader presentation. This project complements existing City initiatives and cultural development strategies by supporting the creation of original work within Sault Ste. Marie and advancing it toward professional presentation. As She continues to evolve toward a full-scale musical planned for 2027, this phase strengthens the foundation of a locally developed production with the potential to extend beyond the region. By investing in creation at the local level, the project contributes to the sustainability and visibility of Northern Ontario artists and cultural output.The project contributes to the economic and social diversity of Sault Ste. Marie by supporting paid opportunities for local artists, including performers, musicians, and creative collaborators. Through artist fees and creative production, the project circulates resources within the local arts community while building a work that has the potential to reach broader audiences which will serve to inspire many aspiring young artists in our area. As She develops toward a larger-scale production, it holds long-term potential to contribute to cultural tourism and to showcase Sault Ste. Marie as a place where original Canadian work is created and developed.Community engagement is embedded in the development of She, which has grown through a process that values lived experience, collaboration, and shared storytelling. While this phase focuses on creation, it remains grounded in a community-informed approach, with artistic elements shaped by ongoing dialogue and prior engagement with local participants. The work is designed to be accessible and reflective of diverse perspectives, supporting meaningful connection between artists and audiences.The project supports participation from historically underrepresented voices by centering women's experiences and creating space for artists and contributors whose perspectives are not always visible in traditional arts contexts. Through collaborative creation and paid artistic roles, the project offers inclusive opportunities for involvement while maintaining a respectful and supportive creative environment.This phase also contributes to professional development for both emerging and established artists. Participants will engage in

vii. What are the benefits to audiences, participants, and/or the community of Sault Ste. Marie that are intended upon successful completion and implementation of this activity, project or event? (500 words maximum):

Upon completion, She: Creation & Development Phase will provide meaningful benefits to audiences, participating artists, and the broader Sault Ste. Marie community through the creation of new, locally developed work and the strengthening of the local arts ecosystem.For participating artists, this project offers paid opportunities to engage in the creation of original, multi- and interdisciplinary work. Musicians, performers, and creative collaborators will contribute to the development of voiceovers, visual elements, and original music, gaining experience in collaborative creation, recording, and production processes. These opportunities support skill development, artistic growth, and professional experience, while reinforcing the value of fair compensation within the local arts community.For audiences, the project contributes to future access to a high-quality, locally created theatrical work that reflects diverse voices and lived experiences. While this phase is focused on development, the materials created will form part of the foundation for She: The Musical, planned for staging in 2027. Audiences will benefit from a work that has been thoughtfully developed with attention to artistic detail, emotional resonance, and accessibility.For the broader community, this project supports the ongoing development of original work within Sault Ste. Marie, contributing to a vibrant and sustainable cultural landscape. By investing in local artists and creating new artistic content, the project helps to strengthen the visibility and viability of the arts in the

viii. If ACAP funding for this activity, project, or event is approved, please describe what the applicant considers to be successful implementation of the project. How will success be measured (maximum 250 words):

Successful implementation of She: Creation & Development Phase will be measured by the completion of key artistic elements that contribute directly to the ongoing development of the work. This includes the creation of recorded voiceovers, filmed silhouette-based visual components, and original music and score materials that will be incorporated into She: The Musical. A primary indicator of success will be the completion of these assets to a high artistic standard, with materials that are usable in future rehearsals, presentations, and production development. The successful engagement and fair compensation of local artists, including musicians, performers, and creative collaborators, will also be an important measure of impact. Additional indicators of success include the strengthening of the project's overall artistic direction and cohesion, as well as the creation of documentation and materials that support future funding applications and presentation opportunities. Success will also be reflected in the project's ability to maintain a focused and manageable scope while advancing meaningful progress toward the planned 2027 staging of She: The Musical. Informal feedback from participating artists and collaborators will help assess the effectiveness of the creative process and identify areas for continued development. Overall, success will be defined by the completion of high-quality artistic work, the

Section 4: Marketing

i. What audiences do the proposed activity, project and/or event look to reach?

Select all that apply:

- [x] Local (within the Municipality)
- [x] Regional (within Algoma)
- [x] Tourism (those who will travel)
- [ ] Other (Please describe)

ii. Please describe the items selected (250 words maximum):

The primary audience for this phase of She is local and regional, with a focus on artists and collaborators within Sault Ste. Marie and the Algoma region who will be engaged in the creation and development process. This includes musicians, performers, and creative contributors participating in the recording of voiceovers, development of visual elements, and creation of original music.
While this phase is primarily creation-focused, the project is also intended to reach future audiences through the development of high-quality artistic materials that will be incorporated into She: The Musical, planned for staging in 2027. These materials will support future public presentation and audience engagement at both regional and broader levels.
Through documentation and selected materials generated during this process, the project will begin to build awareness beyond the immediate community, contributing to future audience development and potential reach across Ontario and Canada.
By focusing on local and regional engagement at this stage, the project ensures that She remains rooted in the community where it was created, while laying the groundwork for future audience expansion as the work moves toward full production.

iii. Please describe any specific audiences that are intended to be reached with the activity, project or event (150 words maximum):

This phase of She is intended to engage local artists and creative collaborators within Sault Ste. Marie and the Algoma region, including musicians, performers, and interdisciplinary artists contributing to the development of the work. I have developed relationships with international advocacy groups who will be helping to promote this project. The project prioritizes collaboration with artists who are interested in creating original, socially relevant work within a supportive and inclusive environment.The work itself centers women's voices and explores themes of identity, resilience, and lived experience, with particular relevance for women and individuals whose perspectives are often underrepresented in traditional arts spaces.While this phase is focused on creation, it is also intended to support future audiences by developing high-quality artistic materials that will be used in She: The Musical, planned for staging in 2027. These audiences will include community members, regional theatre-goers, and

iv. How will the activity, project or event be promoted? Please describe and include any links to social media accounts or relevant websites or organizations (maximum 250 words):

This project will be promoted on social media using Facebook, She - Illuminating the Realities of Intimate Partner Violence, on Instagram, she.ipv and through a series of radio ads and interviews. I have a relationship with an international advocacy committee who is willing to help promote this show and actually wants to do a professional staging of it in Toronto.

v. What age does the activity, project, or event look to reach? (Select all that apply):

- [ ] 0-18
- [x] 19-34
- [x] 35-59
- [x] 60-75
- [x] 76+

vi. What is the estimated attendance or viewership of the activity, project and/or event?

- [ ] 1-50
- [ ] 51-100
- [ ] 101-250
- [ ] 251-500
- [ ] 501-1,000
- [x] 1,001-2,500
- [ ] 2,501+

vii. What is the estimated number of participants directly involved in the implementation/execution of the proposed activity, project and/or event (including staff, volunteers, participating artists, etc.)?

☐ 1-10	☑ 26-50
☐ 11-25	☐ 51+

viii. Please provide a brief description of participant composition (maximum 150 words):

This stage of the process includes musicians, vocalists, song-writers, performers, and interdisciplinary artists contributing to the recording of voiceovers, development of visual elements, and creation of original music and score materials.

Section 5: Existing In-kind & Previous Funding

Applicants who are requesting **any** other type of financial or in-kind assistance from the City (all departments) as part of their activity, project and/or event must ensure that it is included in the ACAP Application Budget Template.

i. Has the applicant received ACAP funding or any other City of Sault Ste. Marie municipal cultural financial assistance in the past?

☑ Yes ☐ No

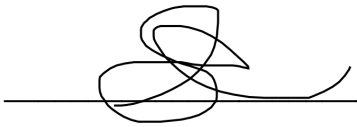
Section 6: Project, Activity/Event Budget

i. Please download, complete, and attach a copy of the ACAP Application Budget Template.

Please show how ACAP funding will be used if the Applicant's request is approved. Please include all cost categories, both eligible and ineligible, for each of the components/items of the activity, project and/or event, all expected funding sources and type of funding (grant, in- kind, cash, etc.).

Section 7: Authorization

I, Sarah Skagen (Name of Artist Applicant) attest that all information contained in this application, agree to fulfill the responsibilities for all activity, project and/or event deliverables contained therein and/or agreed to by the Cultural Vitality Committee and the City of Sault Ste. Marie. This application will act as a contract between the City of Sault Ste. Marie and the Applicant should the application be successful.



Signature Friday March 27th Date

Completed applications and supporting documentation may be submitted by email to:

a.moore@cityssm.on.ca
Subject Line: Cultural Financial Assistance Application – Attention: Arts and Culture Lead

Completed applications may be submitted by mail or in person to:

Community Development and Enterprise Services
Attention: Arts and Culture Lead
99 Foster Drive
Civic Centre
Sault Ste. Marie, ON
P6A 5X6

Cost Category (Types of Expenses for Project) - Add/delete rows as needed	Eligible Project Costs (Refer to ACAP Guidelines for Details)	Ineligible Project Costs (Refer to ACAP Guidelines for Details)	Funding Source (ACAP, Cash, Other Gov. Funders, Sponsors, etc.)	Funding Type (Grant, Cash, In-kind, etc.)	Quotes/Estimates (Links where applicable)
Operational Costs					
Audio Recording/Studio	$2000		ACAP		
Costuming/Silhouettes	$800		ACAP		
Space rental	1500		OAC		
Local Transportation	500		OAC		
Materials & Supplies Costs					
Props/Visual Materials	$700		ACAP		
Equipment Costs					
Camera/Lightint Rental	$1500		ACAP		
Artist Fees					
Lead	$2000		OAC		
Musicians	$3500		OAC		
Voice Actors	$2500		ACAP		
Videographer	$2500		ACAP		
Silhouette Actor(s)	$1000		ACAP		
Other Costs					
Documentation	$1000		ACAP		
Promotional Material	$1000		ACAP		
Total Costs	$20500	0			
Total Project Costs:	$20500				

Application Project Plan Template

Name of Applicant: Sarah Skagen

Intake/Date: Late Intake 2026

Activity	Start Date of Activity (M/Y)	End Date of Activity (M/Y)	Description/ Notes
Dramaturge/Add through line to story for cohesion	05/01	05/31	Working with professional director on a volunteer basis
cast/film/record	06/03	06/30	
film/audio editing	07/04	07/15	
Table Read/Workshop	07/15	07/30	
Musical writing/recording	08/01/26	10/01/26	
Build score	11/01/26	11/30/26	
Workshop	01/05/2027	01/31/2027	
Begin Casting	April 2027		
Show			

Victim Services of Algoma
180 Brock Street, Sault Ste. Marie, ON P6A 3B7
705-945-6905 | **1-888-822-7792** | (f) 705-945-6864
www.victimservicesalgoma.ca

Friday, March 27, 2026

I am writing to express my support and commitment to the production of SHE. A vital resource in Sault Ste. Marie dedicated to providing awareness services highlighting women and children who have experienced or are currently experiencing gender-based violence. The proposal that is being submitted, is to assist in providing this much needed production within our community.

The impact of gender-based violence on individuals and communities is profound, affecting not only the victims but also their families and the wider community.

Productions such as SHE plays an essential role in addressing IPV by offering comprehensive services, including community resources to emergency shelter, counselling, legal advocacy, housing support, and support groups. These services are crucial for empowering survivors and helping them rebuild their lives in a safe environment while combating the stigma that surrounds abuse that is often suffered in silence.

In our community, the need for such services is urgent. By supporting the production of SHE, we not only provide awareness to our community but also contribute to a larger movement advocating for the prevention of violence against women and children.

Thank you for considering this important proposal.

Sincerely,

Jasmine Boyle

Executive Director

Victim Services of Algoma

jasmine@victimservicesalgoma.ca

Early intake submission deadline: **Last Friday in October** of each calendar year by 4:30pm EST

Late intake submission deadline: **Last Friday in March** of each calendar year by 4:30pm EST

Applications That are Incomplete or Missing Supporting Documentation Will Not be Accepted or Eligible for Review

In addition to this completed application, the following documents are to be formatted as described in the Application Process section of the **ACAP Guidelines** document and submitted as attachments:

- List of Organizing or Collective Members and their contact information
- Applicant(s) Curriculum Vitae/Resume/Biography
- Links to artist social media accounts or websites (if applicable)
- Documentation/support material of past projects that would demonstrate the Applicant's ability to successfully undertake and complete the project
- ACAP Project Plan Template
- ACAP Application Budget Template
- Quote documents for small capital/equipment purchases and/or print materials (if applicable)

Section 1: Organization Information

i. Organization/Collective Name:
Sault Indian Social Club

ii. Organization/Collective Address:

iii. Organization/Collective Contact Information: (Phone Number, Email Address)
sisc2026@outlook.com

iv. Organization/Collective Contact Person & Alternative Contact Person (if applicable):

Name Aswathy Murali

Title/Contact Info

Name Stephy Varghese

Title/Contact Info

v. Please briefly describe the Organization or Collective's mandate, goals, and objective (maximum 250 words):

The Sault Indian Social Club is a non-profit, community-driven initiative founded by a group of passionate women dedicated to promoting Indian arts and culture in Sault Ste. Marie. Its mandate is to create an inclusive and supportive cultural platform that brings together individuals of all ages to explore, learn, and celebrate the rich heritage of India through artistic expression.

The organization ' s primary goal is to unite talented artists and enthusiasts interested in dance, music, instruments, and drama, providing them with opportunities to develop their skills and showcase their talents. By organizing cultural events, workshops, and performances, the club aims to highlight Indian traditions while fostering creativity and confidence among its members.

A key objective of the Sault Indian Social Club is to build a vibrant, connected community where people can learn, share, and collaborate regardless of age or experience level. The club also seeks to encourage cross-cultural understanding and appreciation within the broader Sault Ste. Marie community, helping to bridge cultural gaps and celebrate diversity.

Through its activities, the organization aspires to nurture artistic growth, preserve cultural heritage, and create meaningful social connections, making it a welcoming space for both newcomers and experienced performers alike.

vi. Please indicate the organization or collective's discipline of focus:
Visual arts, performing arts, media arts, literary arts, multi & interdisciplinary arts, heritage arts, public art, other, and description (maximum 50 words):

Multi & interdisciplinary arts, with a strong emphasis on performing arts. The collective focuses on dance, music, instrumental expression, and drama, while integrating elements of cultural heritage. It welcomes individuals of all backgrounds, including non-Indians, who are interested in learning and experiencing traditional Indian art forms.

Section 2: Type of Grant & Funding Amount Request

Applicants may choose one grant stream that best supports their project needs and objectives. **Please refer to the ACAP Guidelines.**

Please select only one:

Small Project Grant ☐

Cultural Diversity Grant ☑

Seed Funding ☐

Total Request Amount ($) $6000

Section 3: Description of Activities, Projects and Events

Please download, complete and include the completed ACAP Application Project Plan Template for the proposed activity, project and/or event as an attachment.

i. Project Name or Working Title:
SISC Dance Workshop

ii. Activity/Project and/or Event **Start Date:**
July 11, 2026

iii. Activity/Project and/or Event **End Date:**
July 12, 2026

iv. Activity/Project and/or Event Location:

(Physical address or for virtual projects/programming/events please include links to websites, social media etc. where programming will take place/be present, maximum 50 words)
The 2-day dance workshop will be held at Northern community centre (venue to be confirmed), providing an accessible and inclusive space for participants of all ages. Event updates and registration details will be shared via social media platforms.

v. Please describe the proposed activity, project, event and any relevant goals or objectives (maximum 750 words):

The proposed project is a two-day summer dance workshop designed to engage both children and adults in a dynamic, inclusive cultural learning environment. The program will feature a range of artistic disciplines, including classical and semi-classical Indian dance, Mohiniyattam, and contemporary forms such as Zumba, alongside introductory sessions in music and guitar. By offering diverse styles, the workshop aims to appeal to participants with varying interests and skill levels, including those who are new to Indian arts and culture.

The workshop will be organized into two separate batches—one for adults and one for children—to ensure age-appropriate instruction and a comfortable learning pace for all participants. Each session will be led by experienced instructors who will guide participants through foundational techniques, choreography, and expressive movement, culminating in an informal showcase to celebrate learning outcomes.

A key objective of the project is inclusivity and accessibility. The workshop is open to individuals of all cultural backgrounds, including non-Indians who are interested in learning traditional and contemporary Indian art forms. This approach encourages cross-cultural understanding and fosters a sense of community through shared creative experiences.

For children who may not be fully engaged in dance or music activities, alternative art-based programming will be available. These activities will be coordinated by Registered Early Childhood Educators (RECE), ensuring that all children have a meaningful and enjoyable experience regardless of their interests. This flexible structure supports diverse learning styles and keeps participants actively engaged throughout the day.

Participant safety and well-being are also key priorities. All accompanying staff and instructors will be CPR-trained, and the program will be delivered in a supervised, supportive environment that prioritizes comfort, safety, and inclusion.

The primary goals of this project are to promote cultural awareness, provide accessible arts education, and create opportunities for community connection. By blending traditional Indian art forms with contemporary practices and inclusive

vi. How does this activity, project, or event support the current Community Culture Plan? Please select all community programs and impact priorities that the project supports.

☑ Complement and support existing City initiatives, plans and projects and contribute effectively to the development of arts, culture and heritage in Sault Ste. Marie

☑ Contribute to the economic and social diversity of SSM through the development of arts, culture, and heritage products and tourism

☑ Promote effective, meaningful, and equitable community engagement and consultation processes

☑ Provide mentorship and participatory opportunities for youth, diverse, and historically underrepresented groups in the community

☑ Increase organizational capacity and sustainability of local art organizations, collectives, and artists (including Applicants)

☑ Provide professional development opportunities for emerging and professional arts, culture, and heritage practitioners (including Applicants)

☑ Fosters community connections, partnerships and networks

☑ Provides opportunities for volunteerism

☑ Significantly contributes to the quality of life and sense of identity in Sault Ste. Marie

Please explain these selections (750 words maximum):

Complement and support existing City initiatives, plans and projects and contribute effectively to the development of arts, culture and heritage in Sault Ste. Marie:
This project enhances the City ' s cultural offerings by introducing diverse artistic practices, including classical and semi-classical dance, Mohiniyattam, and music. It complements existing programs by expanding the range of cultural experiences available and contributes to a more inclusive and vibrant arts sector.

Contribute to the economic and social diversity of Sault Ste. Marie through the development of arts, culture, and heritage:
The summer dance workshop promotes cultural diversity by showcasing a variety of artistic traditions and encouraging participation from individuals of all backgrounds. By fostering cross-cultural understanding and inclusion, it strengthens the community ' s social fabric.

Promote effective, meaningful, and equitable community engagement and consultation processes:
The program is designed to be accessible and inclusive, with separate sessions for adults and children and flexible programming that accommodates different interests. Alternative art activities led by Registered Early Childhood Educators (RECE) ensure all participants are meaningfully engaged.

Provide mentorship and participatory opportunities for youth, diverse, and historically underrepresented groups in the community:
The workshop offers hands-on learning experiences in dance, music, and art, encouraging youth and individuals from diverse backgrounds to participate, build confidence, and explore new creative skills in a supportive environment.

Increase organizational capacity and sustainability of local art organizations, collectives, and artists (including Applicants):

vii. What are the benefits to audiences, participants, and/or the community of Sault Ste. Marie that are intended upon successful completion and implementation of this activity, project or event? (500 words maximum):

The summer dance workshop will provide meaningful cultural, social, and educational benefits to participants, audiences, and the broader community of Sault Ste. Marie.

For participants, the workshop offers accessible opportunities to learn and engage in a variety of artistic disciplines, including dance, music, and creative arts. Individuals of all ages—both adults and children—will be able to develop new skills, build confidence, and explore creative expression in a supportive and inclusive environment. The program is especially beneficial for beginners and those from diverse or underrepresented backgrounds, as it removes barriers to participation and encourages involvement regardless of prior experience. Children will benefit not only from structured dance and music sessions but also from alternative art activities led by qualified educators, ensuring an engaging and positive experience for all.

For audiences, including families and community members, the workshop may culminate in an informal showcase or sharing of learning, offering an opportunity to experience a range of artistic expressions. This helps increase appreciation for different cultural art forms and encourages continued engagement with local arts programming.

At the community level, the project promotes cultural awareness and cross-cultural understanding by introducing and celebrating diverse artistic traditions. It creates a

viii. If ACAP funding for this activity, project or event is approved, please describe what the applicant considers to be successful implementation. How will the applicant measure success? (maximum 250 words):

Successful implementation of the summer dance workshop will be reflected in strong participation, meaningful engagement, and positive community impact in Sault Ste. Marie.

The applicant will consider the project successful if the workshop is delivered as planned over two days, with active participation from both adults and children across all scheduled activities, including dance, music, and art sessions. Achieving a diverse group of participants, including individuals from different cultural backgrounds and experience levels, will be an important indicator of success, along with the ability to provide an inclusive and welcoming environment for all.

Participant engagement and satisfaction will be measured through attendance numbers, feedback forms, and informal conversations with participants and families. Positive feedback regarding the quality of instruction, organization, and overall experience will demonstrate the effectiveness of the program. The level of interest in future workshops or continued programming will also be used as a key success indicator.

Additional measures of success will include the smooth coordination of the event,

Section 4: Marketing

i. What audiences do the proposed activity, project and/or event look to reach?

Select all that apply:

Local (within the Municipality) ☑	Regional (within Algoma) ☑
Tourism (those who will travel to take part or view) ☐	Other (Please describe) ☐

ii. Please describe the items selected (250 words maximum):

The proposed summer dance workshop aims to reach both local (within the Municipality) and regional (within Algoma) audiences.

At the local level, the primary audience includes residents of Sault Ste. Marie, including children, youth, adults, and families interested in participating in arts and cultural activities. The program is designed to be inclusive and accessible, welcoming individuals of all backgrounds, including beginners and those with little or no prior experience in dance or music. It also seeks to engage culturally diverse communities as well as local residents who are interested in exploring new art forms.

At the regional level, the workshop aims to attract participants from surrounding communities within the Algoma district. By offering a unique and diverse range of programming not commonly available in smaller communities, the project has the potential to draw interest from neighboring areas, encouraging broader participation and cultural exchange.

iii. Please describe any specific audiences that are intended to be reached with the activity, project or event (150 words maximum):

The summer dance workshop is designed to reach a diverse range of participants within Sault Ste. Marie and surrounding areas, with a focus on performing arts.

Key audiences include children and youth interested in creative and performing arts activities, as well as adults and those who are passionate about dance forms and wish to learn or further develop their skills. The program also aims to engage individuals from diverse and underrepresented communities, including newcomers and those with limited access to arts programming.

It welcomes participants with little or no prior experience, making performing arts accessible to beginners. Additionally, alternative art activities ensure inclusive participation for children with different interests. Families and community members interested in exploring performing arts in an inclusive setting will also benefit.

iv. How will the activity, project or event be promoted? Please describe and include any links to social media accounts or relevant websites or organizations (maximum 250 words):
The summer dance workshop will be promoted through a combination of digital outreach, community engagement, and local networks in Sault Ste. Marie.

Primary promotion will take place on Instagram through the organizations page: https://www.instagram.com/sisc.2026?igsh=MWx6N3MwajZmN2I2NA%3D%3D&utm_source=qr

This platform will be used to share event details, registration information, updates, and engaging content such as rehearsal clips and instructor highlights to attract participants.

Additional promotion will include sharing posters and digital flyers through community groups, local organizations, and word-of-mouth within cultural and arts networks. Outreach will also target families, youth groups, and individuals interested in performing arts to ensure broad participation.

The project will further be promoted through collaborations with art and culture ssm, local immigration parnership and sault newcomer groups, helping to reach diverse audiences across the region. Social media engagement, including posts, stories, and community sharing, will play a key role in building awareness and encouraging registration.

v. What age does the activity, project or event look to reach? (Select all that apply):

- [x] 0-18
- [x] 19-34
- [x] 35-59
- [ ] 60-75
- [ ] 76+

vi. What is the estimated attendance or viewership of the activity, project and/or event?

- [ ] 1-50
- [x] 51-100
- [ ] 101-250
- [ ] 251-500
- [ ] 501-1,000
- [ ] 1001-2,500
- [ ] 2,501+

vii. What is the estimated number of participants directly involved in the implementation/execution of the proposed activity, project and/or event (including staff, volunteers, participating artists, etc.)?

☐ 1-10	☑ 26-50
☐ 11-25	☐ 51+

Please provide a brief description of participant composition (maximum 150 words):

The participant composition for the summer dance workshop will include a diverse mix of children, youth, and adults from Sault Ste. Marie and surrounding areas. Participants will be grouped into separate batches for kids and adults to ensure age-appropriate learning and engagement.

The workshop is open to individuals of all backgrounds and experience levels, including beginners, those who are passionate about dance forms, and participants interested in exploring performing arts for the first time. It will also include individuals from culturally diverse and underrepresented communities, as well as newcomers to the region.

Section 5: Existing In-kind & Previous Funding

Applicants who are requesting **any** other type of financial or in-kind assistance from the City (all departments) as part of their activity, project and/or event must ensure that it is included in the ACAP Application Budget Template.

i. Has the applicant organization or collective received ACAP funding or any other City of Sault Ste. Marie municipal cultural financial assistance in the past?

Yes ☐ No ☑

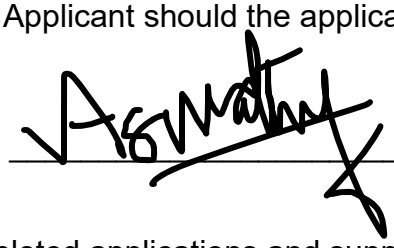
Section 6: Project, Activity/Event Budget

i. Please download, complete, and attach a copy of the ACAP Application Budget Template.

Please show how ACAP funding will be used if the Applicant's request is approved. Please include all cost categories, both eligible and ineligible, for each of the components/items of the activity, project and/or event, all expected funding sources and type of funding (grant, in- kind, cash, etc.).

Section 7: Authorization

As an authorized representative of Sault Indian Social Club (Organization/Collective Name), I, Aswathy Murali (Name of Organization/Collective Contact) attest that all information contained in this application, agree to fulfill the responsibilities for all activity, project and/or event deliverables contained therein and/or agreed to by the Cultural Vitality Committee and the City of Sault Ste. Marie. This application will act as a contract between the City of Sault Ste. Marie and the Applicant should the application be successful.



Signature 26 March 2026 Date

Completed applications and supporting documentation may be submitted by email to:

a.moore@cityssm.on.ca

Subject Line: Cultural Financial Assistance Application – Attention: Arts and Culture Lead

Completed applications may be submitted by mail or in person to:

Community Development and Enterprise Services
Attention: Arts and Culture Lead
99 Foster Drive
Civic Centre
Sault Ste. Marie, ON
P6A 5X6

Cost Category (Types of Expenses for Project) - Add/delete rows as needed	Eligible Project Costs (Refer to ACAP Guidelines for Details)	Ineligible Project Costs (Refer to ACAP Guidelines for Details)
Artist Fees	Dance instructors (multiple styles, 2 days @ ~$30/hr)	
Operational Costs	Venue rental (2 days)	
	Insurance / permits	
Materials & Supplies Costs	Props, workshop materials, accessories	
Equipment Costs	Sound system, microphones (rental)	
Marketing & Promotion	Posters, social media ads	
Food & Refreshments	Lunch & snacks (2 days)	
Other	CPR training to instructors	
Total Costs	$ 6500.00	
Total Project Costs:	$ 6500.00	
Notes		
1) For Small Projects ($2,999 or less) Eligible Project Costs can = 100% of Total Project Costs	**2) For Large Projects ($3,000-$20,000)** **Eligible Project Costs must = 75% or less of Total Project Costs**	**3) For Operational and Seed Projects Eligible Project Costs must = no more than 25% of Total Operating Budget of the Organization/Start up**

Funding Source (ACAP, Cash, Other Gov. Funders, Sponsors, etc.)	Funding Type (Grant, Cash, In-kind, etc.)	Amount($)
ACAP	GRANT	2400
ACAP+ CASH	GRANT+ CASH	400
ACAP	GRANT	400
ACAP	GRANT	1000
ACAP	GRANT	700
CASH+ SPONSOR	CASH	400
ACAP+CASH	CASH+GRANT	700
ACAP +CASH	CASH +GRANT	500
4) For Small Festivals/Ev ents ($5,000 or less) Eligible Project Costs must = 75% or less of Total Project Costs	**5) For Large Festivals/Ev ents ($5,000-$10,000) Eligible Project Costs must = 75% or less of Total Project Costs**	

Quotes/Estim ates (Links where applicable)
Qualified instructors leading diverse dance forms for all age groups
Short-term rental of community space for workshop sessions
Required for safe and compliant event delivery
Reusable materials to support multiple dance styles
Audio equipment for music-based instruction
Outreach to attract diverse participants
Participant support to encourage full-day attendance
Ensure Safety and risk management through CPR-trained staff and instructors
6) Cultural Diversity Projects are reviewed on a case by case basis with no Total Project Cost **%** **Restrictions**

Application Project Plan Template

Name of Applicant: Sault Indian Social Club

Intake/Date:

Page of si

Activity	Start Date of Activity (M/Y)	End Date of Activity (M/Y)	Description/ Notes
Project Planning & Approval	Feb 2026	Mar2026	Finalize concept, roles, budget, and approvals
Instructor Recruitment	Mar 2026	Apr2026	Confirm dance, Zumba, music, and art instructors
Venue Booking	Mar2026	May2026	Secure venue and facilities
Marketing & Registration	Mar2026	June2026	Promotions, outreach, participant registration
Material Preparation	June2026	July2026	Arrange music, props, instruments, supplies
CPR training for all instructors	June2026	July2026	Ensure safety by CPR-trained staff and instructors
Workshop Day 1	July 11, 2026	July11, 2026	Conduct sessions for children & adults
Workshop Day 2	July12, 2026	July12, 2026	Continue sessions and practice
Final Showcase	July 12, 2026	July 12, 2026	Participant performance/presentation

Application Project Plan Template

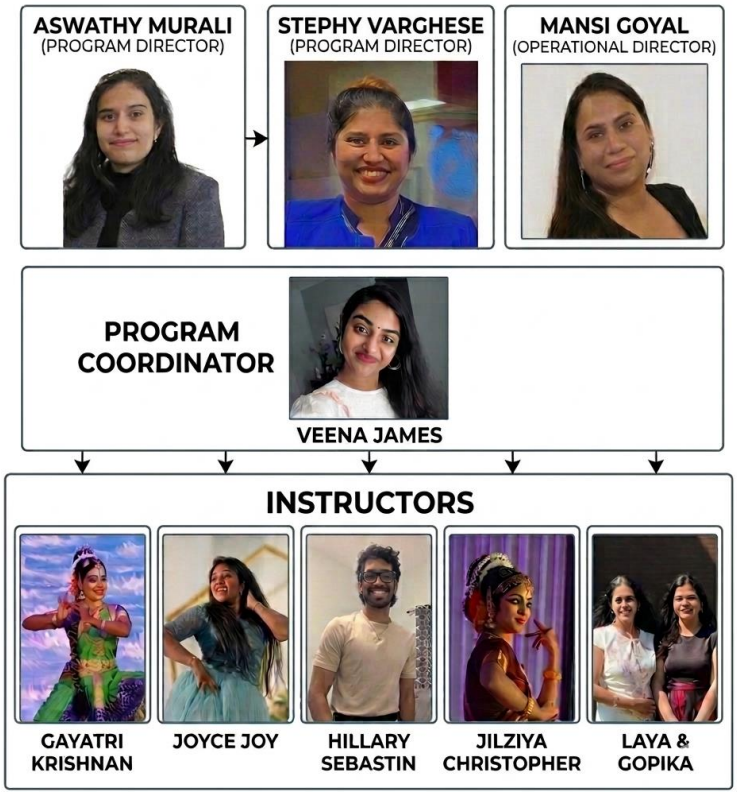
Name of Applicant: Aswathy Murali

Intake/Date:

Page T **of** Ste

Activity	Start Date of Activity (M/Y)	End Date of Activity (M/Y)	Description/ Notes
Evaluation & Feedback	July 12, 2026	July 12, 2026	Collect feedback from participants
Final Reporting	July 15, 2026	July 20, 2026	Documentation Submission

ORGANIZATIONAL FLOW CHART



#Link to social media account :
https://www.instagram.com/sisc.2026?igsh=MWx6N3MwajZmN2I2NA%3D%3D&utm_source=qr

 # Documentation/support material of past projects that would demonstrate the Applicant's ability to successfully undertake and complete the project:

NEWS HIGHLIGHTS:

CBC NEWS: https://www.cbc.ca/player/play/video/9.7113256

SOO TODAY: https://share.google/JN9k8TF7rAyRkpeal





POSTER FOR THE WORKSHOP

To: SaultIndian SocialClub <SISC2026@outlook.com>
Subject: RE: Request for Space Rental – Dance Workshop (July 11–12)

Hello,

Thank you for reaching out.

We have 3 rooms we rent out at the Northern Community Centre. The Steelton room (capacity 75) is located on the main level by the indoor turf. Classroom A (capacity 80) & Classroom C (capacity 50) are on the second floor overlooking the arenas. Cost of the room rental is $21.02 + tax per hour. Please note that there is no refrigerator in these rooms and when decorating the room, only use painters' tape on walls and surfaces.

Currently we have availability in Room A and C on July 11 and in all three rooms on July 12. You are welcome to come to the Northern Community Centre to view the rooms to see if it would fit your needs. The rooms do not have any sound systems or mirrors. We do asked for a copy of your Certificate of Insurance with the Corporation of the City of Sault Ste. Marie as the certificate holder. I can assist you with any room bookings if you wish to proceed.

If you have any other questions, please let me know.

Abby Booth

Supervisor, Recreation
Community Development & Enterprise Services
705.759.5313 a.booth@cityssm.on.ca



REQUEST AND RENTAL DETAILS FOR VENUE

Early intake submission deadline: **Last Friday in October** of each calendar year by 4:30pm EST

Late intake submission deadline: **Last Friday in March** of each calendar year by 4:30pm EST

Applications That are Incomplete or Missing Supporting Documentation Will Not be Accepted or Eligible for Review

In addition to this completed application, the following documents are to be formatted as described in the Application Process section of the **ACAP Guidelines** document and submitted as attachments:

- List of Organizing or Collective Members and their contact information
- Applicant(s) Curriculum Vitae/Resume/Biography
- Links to artist social media accounts or websites (if applicable)
- Documentation/support material of past projects that would demonstrate the Applicant's ability to successfully undertake and complete the project
- ACAP Project Plan Template
- ACAP Application Budget Template
- Quote documents for small capital/equipment purchases and/or print materials (if applicable)

Section 1: Organization Information

i. Organization/Collective Name:
Sault Ste. Marie Métis Heritage Centre

ii. Organization/Collective Address:
138 John Street, Sault Ste. Marie, P6A 1P1

iii. Organization/Collective Contact Information: (Phone Number, Email Address)
info@ssmmetisheritage.ca, 705-254-9430

iv. Organization/Collective Contact Person & Alternative Contact Person (if applicable):

Name Mary Williams	Name Samantha Boyer
Title/Contact Info rator,	Title/Contact Info Regional Manager,

v. Please briefly describe the Organization or Collective's mandate, goals, and objective (maximum 250 words):

The Sault Ste. Marie Métis Heritage Centre exists to preserve, celebrate, and share the unique history, culture, and contributions of Métis people in the Sault Ste. Marie region and throughout the Upper Great Lakes. It aims to build awareness among the broader public while strengthening Métis pride and cultural continuity. Rooted in community, the Centre fosters greater understanding of Métis identity, rights, and history, through educational programming, exhibitions, and community events.

The Centre is committed to safeguarding Métis heritage through the respectful collection, protection, and presentation of artifacts, oral histories, and archival materials. It works in collaboration with Elders, Knowledge Holders, and community members to ensure that cultural teachings are shared in ways that are authentic, inclusive, and grounded in Métis values and ways of life. The Centre also supports intergenerational knowledge transfer by creating opportunities for youth to learn directly from community leaders and cultural practitioners. It stands as a living space where Métis culture is not only preserved, but actively practiced, ensuring its strength and resilience for future generations.

vi. Please indicate the organization or collective's discipline of focus:
Visual arts, performing arts, media arts, literary arts, multi & interdisciplinary arts, heritage arts, public art, other, and description (maximum 50 words):

The Sault Ste. Marie Métis Heritage Centre's focus is on the heritage arts, and other branches of the arts (visual, performing) as vital expressions of Métis identity. The Centre helps Métis people and the general public connect with and experience the local Métis community heritage and culture.

Section 2: Type of Grant & Funding Amount Request

Applicants may choose one grant stream that best supports their project needs and objectives. **Please refer to the ACAP Guidelines.**

Please select only one:

Small Project Grant ☐

Cultural Diversity Grant ☑

Seed Funding ☐

Total Request Amount ($) 12,250

Section 3: Description of Activities, Projects and Events

Please download, complete and include the completed ACAP Application Project Plan Template for the proposed activity, project and/or event as an attachment.

i. Project Name or Working Title:

Community Photography Exhibition

ii. Activity/Project and/or Event **Start Date:**

August 5th, 2026

iii. Activity/Project and/or Event **End Date:**

October 9th, 2026

iv. Activity/Project and/or Event Location:

(Physical address or for virtual projects/programming/events please include links to websites, social media etc. where programming will take place/be present, maximum 50 words)

Sault Ste. Marie Métis Heritage Centre Community Hall, 136 John Street, Sault Ste. Marie, P6A 1P1

v. Please describe the proposed activity, project, event and any relevant goals or objectives (maximum 750 words):

The Sault Ste. Marie Métis Heritage Centre will host the Community Photography Exhibition, an annual community-driven project that celebrates Métis identity, culture, and lived experiences. The invitation to participate in the exhibition will be extended to the local Métis citizens from Sault Ste. Marie and the surrounding communities. They will be invited to submit photographs the match this year's theme, Abundant Shores, and showcase their talents and unique artistic styles. No submission/entry fee will be charged to those who wish to participate. By centering Métis voices and perspectives, the exhibition will serve as both a cultural archive and a living expression of community identity. The Exhibition will be in place for approximately 2 months, covering the end of the peak tourist season and the fall shoulder season. There will be no restrictions on age or skill level for those who wish to enter. Those who are not members of the Métis community will have their entry disqualified. All entries will be displayed for the exhibition period, providing they do not depict anything explicit.

The primary goal of the Community Photography Exhibition is to strengthen Métis cultural continuity by supporting community members to create an exhibition that reflects their own voices. The project recognizes photography as both an artistic medium and a powerful tool for cultural heritage preservation, allowing individuals to capture moments that reflect identity, resilience, and belonging.

The exhibition will also support Métis artists and emerging photographers by providing opportunities for skill development and public recognition. Through exhibition opportunities, participants will build confidence in their creative abilities while contributing to a collective cultural initiative.

Public education and awareness are also central to the project. By opening the exhibition to the broader community, the Community Photography Exhibition will promote greater awareness and understanding of Métis culture, history, and lived contemporary realities. The exhibition will highlight the richness and diversity of Métis life in the region.

vi. How does this activity, project, or event support the current Community Culture Plan? Please select all community programs and impact priorities that the project supports.

☐ Complement and support existing City initiatives, plans and projects and contribute effectively to the development of arts, culture and heritage in Sault Ste. Marie

☑ Contribute to the economic and social diversity of SSM through the development of arts, culture, and heritage products and tourism

☐ Promote effective, meaningful, and equitable community engagement and consultation processes

☑ Provide mentorship and participatory opportunities for youth, diverse, and historically underrepresented groups in the community

☐ Increase organizational capacity and sustainability of local art organizations, collectives, and artists (including Applicants)

☐ Provide professional development opportunities for emerging and professional arts, culture, and heritage practitioners (including Applicants)

☑ Fosters community connections, partnerships and networks

☐ Provides opportunities for volunteerism

☐ Significantly contributes to the quality of life and sense of identity in Sault Ste. Marie

Please explain these selections (750 words maximum):

Contribute to the economic and social diversity of SSM through the development of arts, culture, and heritage products and tourism:
The Exhibition, led by the Sault Ste. Marie Métis Heritage Centre, will contribute meaningfully to the economic and social diversity of Sault Ste. Marie by strengthening cultural tourism, supporting local artists, and fostering inclusive community engagement.

Economically, the limited-time exhibition will attract visitors to the Heritage Centre, including tourists, researchers, and residents seeking cultural experiences. As interest in Indigenous and Métis tourism continues to grow, the exhibition positions Sault Ste. Marie as a destination for authentic, community-led cultural programming. Increased foot traffic will have positive spillover effects for not only the Heritage Centre gift shop (filled with items produced by Métis artisans), and it's heritage tours (facilitated by local Métis guides), but also nearby businesses such as the casino, restaurants, accommodations, and local retailers. In addition, the project creates direct economic opportunities for Métis artists, photographers, and facilitators through future potential paid workshops or potential sales of prints or related artwork. This economic injection will also help support the Heritage Centre in expanding and providing opportunities to hire more staff.

Socially, the exhibition enhances diversity by amplifying the often-forgotten Métis voices, and ensuring the unique Métis artistic style, distinct from European and other Indigenous art styles, is displayed for the general public, as it has not always been shared widely among the general population. It creates a space where Métis identity is represented on its own terms, contributing to a more inclusive cultural landscape. By inviting participation from people of different ages, backgrounds, and experiences, the project reflects the diversity within the Métis community itself while fostering cross-cultural understanding among visitors. The exhibition also strengthens community cohesion by bringing people together through shared storytelling and creative expression. It encourages dialogue, learning, and

vii. What are the benefits to audiences, participants, and/or the community of Sault Ste. Marie that are intended upon successful completion and implementation of this activity, project or event? (500 words maximum):

The successful implementation of this Exhibition led by the Sault Ste. Marie Métis Heritage Centre, will generate meaningful and lasting benefits for audiences, participants, and the broader community of Sault Ste. Marie.

For participants, the exhibition provides a unique opportunity to engage in their own cultural expression, storytelling, and skills development, and to explore photography as a creative medium. Participants will build confidence, explore new technical and artistic skills, and receive public recognition for their work. The project also fosters intergenerational exchange, creating space for Elders and youth to share stories and perspectives, strengthening cultural continuity and community bonds.

For audiences, the exhibition offers an authentic and immersive experience of Métis art, culture, and contemporary realities. Visitors will gain a deeper understanding of Métis culture through images and personal narratives that reflect lived experiences rather than external interpretations. This promotes cultural awareness, challenges narratives, and encourages meaningful reflection, while contributing to a more inclusive and vibrant cultural landscape. By centering Métis voices in a public space, the exhibition supports visibility and representation, ensuring that Métis stories are recognized as an integral part of the region's identity. This visibility fosters pride within the Métis community while encouraging respect and understanding among non-Métis

viii. If ACAP funding for this activity, project or event is approved, please describe what the applicant considers to be successful implementation. How will the applicant measure success? (maximum 250 words):

If the funding is approved, the Métis Heritage will consider it successful if the exhibition is culturally authentic, and a model of community inclusion, professional execution, measurable impact, and accountability to funders.

The Heritage Centre will look for the following indices of a successful photography exhibition:

1. Photography contributions from various ages groups (Elders, Youth, etc.) to ensure various perspectives are highlighted, and cultural continuity is strengthened
2. Diverse Audience engagement, with both Métis citizen and general public interaction/visitation with the exhibit
3. The Exhibition is physically accessible, and provides an inclusive experience for all who visit it
4. All funds are tracked, allocated responsibly, and spent in alignment with funder guidelines, and sets a precedent for future projects, demonstrating the Métis Heritage Centre can manage funding effectively

In order to measure the success of the Exhibition, the Heritage Centre will keep track

Section 4: Marketing

i. What audiences do the proposed activity, project and/or event look to reach?

Select all that apply:

Local (within the Municipality) ☑	Regional (within Algoma) ☑
Tourism (those who will travel to take part or view) ☑	Other (Please describe) ☐

ii. Please describe the items selected (250 words maximum):

The local audience is composed of those who call Sault Ste. Marie home, whether they identify has Métis, First Nation, or otherwise.

The regional audience is composed of those who would identify as Métis Nation of Ontario Region 4 (Huron-Superior Regional Métis Community) members, First Nations people living in Batchewana and Garden River, or off-reserve, and people who live in the surrounding municipalities near Sault Ste. Marie who may be travelling into the city and looking for things to do.

The tourism audience is those who live further afield, but have traveled to Sault Ste. Marie to experience the city and the area. This will appeal especially to this audience on days with poor weather, when indoor activities are desired.

iii. Please describe any specific audiences that are intended to be reached with the activity, project or event (150 words maximum):

This Exhibition is specifically intended to reach Métis audiences, especially those located locally.

iv. How will the activity, project or event be promoted? Please describe and include any links to social media accounts or relevant websites or organizations (maximum 250 words):

The Exhibition will be promoted primarily through the Heritage Centre social media accounts (Facebook and Instagram), website, and e-newsletter. Promotions will also be shared by related organization social media accounts (eg, the Historic Sault Ste. Marie Métis Council Facebook page, the Huron-Superior Regional Métis Community website), and through the MNO's Region 4 email list.

In addition to the online promotion, some print advertisements (eg, posters) will be put together to be placed around town at institutions that would be frequented by the desired audience, such as restaurants/cafes, hotels, and other heritage sites.

The Heritage Centre website: https://ssmmetisheritage.ca/
The Heritage Centre Facebook: https://www.facebook.com/ssmMetisMuseum
The Heritage Centre Instagram: https://www.instagram.com/ssm_metis_museum/
The Huron-Superior Regional Métis Community website: https://www.huronsuperiormetis.ca/

v. What age does the activity, project or event look to reach? (Select all that apply):

- [x] 0-18
- [x] 19-34
- [x] 35-59
- [x] 60-75
- [x] 76+

vi. What is the estimated attendance or viewership of the activity, project and/or event?

- [ ] 1-50
- [ ] 51-100
- [x] 101-250
- [ ] 251-500
- [ ] 501-1,000
- [ ] 1001-2,500
- [ ] 2,501+

vii. What is the estimated number of participants directly involved in the implementation/execution of the proposed activity, project and/or event (including staff, volunteers, participating artists, etc.)?

☐ 1-10	☐ 26-50
☑ 11-25	☐ 51+

Please provide a brief description of participant composition (maximum 150 words):

Those who participate will be members of the local, Sault Ste. Marie Métis community. It is anticipated the participants will be a mix of all skill levels and ages.

Section 5: Existing In-kind & Previous Funding

Applicants who are requesting **any** other type of financial or in-kind assistance from the City (all departments) as part of their activity, project and/or event must ensure that it is included in the ACAP Application Budget Template.

i. Has the applicant organization or collective received ACAP funding or any other City of Sault Ste. Marie municipal cultural financial assistance in the past?

Yes ☐ No ☑

Section 6: Project, Activity/Event Budget

i. Please download, complete, and attach a copy of the ACAP Application Budget Template.

Please show how ACAP funding will be used if the Applicant's request is approved. Please include all cost categories, both eligible and ineligible, for each of the components/items of the activity, project and/or event, all expected funding sources and type of funding (grant, in- kind, cash, etc.).

Section 7: Authorization

As an authorized representative of Sault Ste. Marie Metis Heritage Centre (Organization/Collective Name), I, Mary Williams (Name of Organization/Collective Contact) attest that all information contained in this application, agree to fulfill the responsibilities for all activity, project and/or event deliverables contained therein and/or agreed to by the Cultural Vitality Committee and the City of Sault Ste. Marie. This application will act as a contract between the City of Sault Ste. Marie and the Applicant should the application be successful.

_____Signature March 26, 2027 _____Date

Completed applications and supporting documentation may be submitted by email to:

a.moore@cityssm.on.ca
Subject Line: Cultural Financial Assistance Application – Attention: Arts and Culture Lead

Completed applications may be submitted by mail or in person to:

Community Development and Enterprise Services
Attention: Arts and Culture Lead
99 Foster Drive
Civic Centre
Sault Ste. Marie, ON
P6A 5X6

Application Project Plan Template

Name of Applicant: Sault Ste. Marie Metis Herita

Intake/Date: March 2026

Page 1 **of**

Activity	Start Date of Activity (M/Y)	End Date of Activity (M/Y)	Description/ Notes
Announce Exhibition & Call for Entries	April 1, 2026		The exhibition will be announced to the local Metis community
Close Entry Period	June 30, 2026		Any entry after this date will not be part of the exhibition.
Review entries for potential inappropriate content	July 2, 2026	July 7, 2026	Staff looking through submitted photos, to ensure it's free of anything explicit
Print and frame entries	July 8, 2026	July 24, 2026	Files are sent to business, that will print, matte, and frame photos to specified sizes It may not take this long to get everything printed and framed.
install exhibition	July 27, 2026	Aug 4, 2026	Framed photographs are mounted on walls in community hall. The installation could begin sooner, depending on when framing is done.
exhibition opens	August 5, 2026		Public visitors will be allowed to view the exhibition
Exhibition closes	Oct 9, 2026		The exhibition will be closed to visitors, and taken down from the walls.

Cost Category (Types of Expenses for Project) - Add/delete rows as needed	Eligible Project Costs (Refer to ACAP Guidelines for Details)	Ineligible Project Costs (Refer to ACAP Guidelines for Details)	Funding Source (ACAP, Cash, Other Gov. Funders, Sponsors, etc.)	Funding Type (Grant, Cash, In-kind, etc.)	Quotes/Estimates (Links where applicable)
Operational Costs					
In kind contribution of staff time		$8000	Metis Nation of Ontario	In-kind	
Venue Fees		$7,200	Historic Sault Ste. Marie Metis Council	In-kind	
Materials & Supplies Costs					
Printing & Framing	$6500		ACAP		Estimated for the range of 20-30 entries. https://drive.google.com/file/d/18M_D4bSQTkzUJo9qegfH9lEJd-MkHfy2/view?usp=drive_link
Equipment Costs					
Artist Fees					
Other Costs					
Print Advertisements	$750		ACAP		
Showcase Catering	$5000		ACAP		
Total Costs	$12,250	$15,200			
Total Project Costs	$27,450				

Michaels | custom FRAMING

Design Hub

Customer	Framer	Order No.	Order Taken
Mary Williams	Kelsy-Jean M	E1640036284	3/25/2026

ESTIMATE



g
Overall Size: 25 5/16" X 29 5/16 "
Frame Size: 23 3/4" W x 27 3/4" H

Estimated completion: Wednesday, April 8, 2026
We'll give you a call when your order is ready for pickup.

Pickup Location
SAULT STE MARIE
. SAULT STE MARIE, ON

705-942-1221

Artwork	Size	Condition	Mounts
test	15 3/4" W x 19 3/4" H	ok	dry_mount

Description	Qty	List Price	Price
Ice White	1	$47.00	$0.00
Flat Black Custom Frame	1	$340.00	$0.00
Rectangle Opening	1	$4.50	$0.00
Dry Mount	1	$30.00	$0.00
Masterpiece	1	$105.00	$17.00
0.16" Acid-Free Archival Backing Board	1	$5.00	$0.00
Preservation Fit	1	$24.00	$0.00
Plain Paper	1	$10.00	$10.00
Custom Package (24 X 28)	1	$0.00	$169.00

Subtotal	$196.00
Tax	$25.48
Total	**$221.48**
You Saved	$369.50

Privacy Policy
Michaels Stores, Inc. collects information about you when placing a framing order. This information may include your name, mailing address, e-mail address, or phone number. It may also include any other personal or preference information that you provide. You consent to Michaels Stores, Inc. and its related affiliates using this information to share special opportunites and offers that may be of interest to you. To see the full Policy visit https://www.michaels.com/your-privacy-rights

Damage and Return Policy
Michaels Stores, Inc.'s total liability for any loss or damage to a customer's property shall not exceed $250, and Michaels Stores, Inc. shall have no liability for any property left over 60 days from today. All returns will be processed based upon the original payment method. If the order is cancelled the same day, a full refund will be issued. Refunds on orders cancelled after the original order date are limited to unprocessed custom components only.

The Sault Ste. Marie Metis Heritage Centre is headed by the curator Mary Williams. Mary Williams has a bachelor's degree in ancient history and anthropology from Trent University, and attended Fleming College's post-grad Museum Management and Curatorship program. She has worked at various historic sites and museums, with her experience particularly focusing on collection care and management and exhibitions.

Media Coverage of the Heritage Centre History and Development

John Street to become Métis tourist destination - Sault Ste. Marie News (sootoday.com)

Algoma returns traditional burial ground to Métis Nation of Ontario - Anglican Journal

Metis Cultural Centre to get $278K in provincial funding - Sault Ste. Marie News (sootoday.com)

Metis Cultural Centre gets cash | Sault Star

Métis cultural centre of Sault Ste. Marie ready for grand opening | CBC News

Exhibit will highlight Powley hunting case | Sault Star

Something of our own to build on: Sault Ste. Marie Métis Centre holds Grand Opening - Métis Nation of Ontario (metisnation.org)

Take a Metis-led canoe trip down the St. Marys River - Sault Ste. Marie News (sootoday.com)

New Visitor Centre opens at Canal as part of restoration (10 photos) - Sault Ste. Marie News (sootoday.com)

Sault Ste Marie Métis ring bells as reminder of broken land promises - Métis Nation of Ontario (metisnation.org)

Sault Metis Centre gets ready to welcome the public - Sault Ste. Marie News (sootoday.com)

Sault Métis Centre celebrates grand opening (7 photos) - Sault Ste. Marie News (sootoday.com)

Sault Ste. Marie Metis cultural centre first of its kind | CTV News

Métis cultural centre of Sault Ste. Marie ready for grand opening | CBC News

Sault Ste. Marie Métis Heritage Centre:

Curator: Mary Williams
maryw@metisnation.org
705-254-9430

Historic Sault Ste. Marie Métis Council Members:

President: Steve Gjos

Vice President / Chair: Samantha Case

Senator: Greg Horsford

Treasurer: Shari Smale

Secretary: Meagan Gjos

Women's Representative: Lisa Kisch

Councilor-at-large: Phil Printess

Councilor-at-large: Ken Figures

Councilor-at-large: Kim Powley

Councilor-at-large: Brent Woods

Mitch Case, MNO Regional Councilor, Ex-Officio Member

Samantha Boyer, MNO Regional Manager, Ex-Officio Member

Abundant Shores: The River Story; A Métis Community Photography Exhibition

The 2026 theme of *Abundant Shores* revolves around the St. Mary's River, the rapids, and the nature that lives along the shore. It aims to showcase the beauty of these natural landscapes, but also how they have shaped people's lives throughout the generations. The image may be a landscape, portrait, close-up, etc.; the composition style is not restricted. As a photographer approaching this theme, you may choose to focus on specific aspects such as the natural environment, the interaction between people and the River, or wildlife who rely on the waterway; the goal is to capture the St. Mary's River and what it means to you.

Any image found to have been created or edited with generative AI will be disqualified.

Métis Nation of Ontario

Financial Statements

For the year ended March 31, 2025

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Métis Nation of Ontario, Secretariat
Financial Statements
For the year ended March 31, 2025

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Baker Tilly Ottawa LLP
Chartered Professional Accountants
400-301 Moodie Drive
Ottawa, ON
Canada K2H 9C4

T: +1 613.820.8010
F: +1 613.820.0465

ottawa@bakertilly.ca
www.bakertilly.ca

Independent Auditor's Report

To the Citizens of
Métis Nation of Ontario

Opinion

We have audited the financial statements of Métis Nation of Ontario, Secretariat (the "Secretariat"), which comprise the balance sheet as at March 31, 2025, and the statement of operations, changes in net assets, and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the financial statements present fairly, in all material respects, the financial position of Métis Nation of Ontario, Secretariat as at March 31, 2025, and its results of operations and its cash flows for the year then ended in accordance with Canadian Accounting Standards for Not-for-profit Organizations.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Secretariat in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian Accounting Standards for Not-for-Profit Organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Secretariat's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Secretariat or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Secretariat's financial reporting process.

AUDIT • TAX • ADVISORY

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Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Secretariat's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Secretariat's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Secretariat to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Plan and perform the group audit to obtain sufficient appropriate audit evidence regarding the financial information of the business units within the Group as a basis for forming an opinion on the group financial statements. We are responsible for the direction, supervision and review of the audit work performed for purposes of the group audit. We remain solely responsible for our audit opinion.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Baker Tilly Ottawa LLP

Chartered Professional Accountants, Licensed Public Accountants
August 7, 2025
Ottawa, Ontario

Métis Nation of Ontario, Secretariat
Balance Sheet

March 31	2025	2024
Assets		
Current		
Cash (Note 1)	**$ 99,121,797**	$ 51,411,196
Accounts receivable (Note 2)	**441,684**	379,440
Government remittances receivable	**975,807**	361,038
Prepaid expenses and deposits	**467,723**	3,324,262
Due from Métis Nation of Ontario Cultural Commission (Note 13)	**397,668**	396,555
Short-term investments (Note 3)	**72,303,685**	61,849,377
	173,708,364	117,721,868
Home owner loans receivable (Note 4)	**3,049,970**	2,960,302
Tangible capital assets (Note 5)	**23,473,773**	22,580,870
	$200,232,107	$143,263,040
Liabilities and Net Assets		
Current		
Accounts payable and accrued liabilities	**$ 8,902,921**	$ 7,086,368
Grants and contributions payable	**107,787,897**	60,304,911
Deferred revenue (Note 6)	**23,771,500**	20,523,401
	140,462,318	87,914,680
Deferred contributions related to tangible capital assets (Note 7)	**19,230,781**	19,826,678
Deferred lease inducement (Note 12)	**174,960**	233,280
	159,868,059	107,974,638
Net assets		
Internally restricted net assets (Note 16)	**11,924,596**	9,977,476
Externally restricted - housing strategy fund	**3,049,970**	2,960,302
Unrestricted	**25,389,482**	22,350,624
	40,364,048	35,288,402
	$200,232,107	$143,263,040

On behalf of the Provisional Council:

The accompanying summary of significant accounting policies and notes are an integral part of these financial statements.

Métis Nation of Ontario, Secretariat
Statement of Changes in Net Assets

For the year ended March 31

	2025				2024			
	Internally Restricted (Note 16)	**Externally Restricted**	**Unrestricted**	**Total**	Internally Restricted (Note 16)	Externally Restricted	Unrestricted	Total
Balance, beginning of year	**$ 9,977,476**	**$ 2,960,302**	**$ 22,350,624**	**$ 35,288,402**	$ 8,983,741	$ 1,535,818	$ 17,005,158	$ 27,524,717
Excess (deficiency) of revenue over expenses for the year	**5,151**	**-**	**4,062,109**	**4,067,260**	(332,687)	-	6,671,888	6,339,201
Investment in capital assets								
Contributions related to tangible capital assets	**(347,576)**	**-**	**347,576**	**-**	(17,404,384)	-	17,404,384	-
Purchase and disposal of tangible capital assets net of financing	**970,827**	**-**	**(970,827)**	**-**	17,680,806	-	(17,680,806)	-
Contributions related to tangible capital assets not to be amortized	**918,718**	**-**	**-**	**918,718**	-	-	-	-
Transfers to reflect internally imposed restrictions (Note 16)	**400,000**	**-**	**(400,000)**	**-**	1,050,000	-	(1,050,000)	-
Externally restricted contributions recognized directly in net assets	**-**	**89,668**	**-**	**89,668**	-	1,424,484	-	1,424,484
Balance, end of year	**$ 11,924,596**	**$ 3,049,970**	**$ 25,389,482**	**$ 40,364,048**	$ 9,977,476	$ 2,960,302	$ 22,350,624	$ 35,288,402

The accompanying summary of significant accounting policies and notes are an integral part of these financial statements.

Métis Nation of Ontario, Secretariat
Statement of Operations

For the year ended March 31

	2025			2024		
	Revenue	**Expenses**	**Excess of Revenue over Expenses**	Revenue	Expenses	Excess of Revenue over Expenses
Core Operations (Notes 2 and 10)	**$ 14,404,104**	**$ 13,295,811**	**$ 1,108,293**	$ 15,123,045	$ 9,821,030	$ 5,302,015
Council Operations	**5,802,967**	**3,051,718**	**2,751,249**	4,504,008	3,083,463	1,420,545
Infinity Property Services	**1,058,013**	**1,087,950**	**(29,937)**	1,012,748	1,063,420	(50,672)
Crown-Indigenous Relations and Northern Development Canada						
Basic Organizational Capacity	**421,475**	**421,475**	**-**	421,475	421,475	-
Canada's Tobacco Strategy	**109,595**	**109,595**	**-**	109,738	109,738	-
Climate Leadership Co-development Process	**249,122**	**249,122**	**-**	197,596	197,596	-
Climate Monitoring Initiative	**30,077**	**30,077**	**-**	201,873	201,873	-
Coast Guard Workshops	**167**	**167**	**-**	2,007	2,007	-
Community Based Intensive Addictions Program	**750,000**	**750,000**	-	-	-	-
Cultural Spaces in Indigenous Communities	**-**	**-**	**-**	312,618	312,618	-
Economic Reconciliation (Framework)	**105,404**	**105,404**	**-**	9,278	9,278	-
Exploratory Discussions (Framework)	**849,846**	**849,846**	**-**	908,954	908,954	-
Federal COVID-19 Funding	**2,794**	**2,794**	**-**	1,644,015	1,644,015	-
Federal Protocol	**200,868**	**200,868**	**-**	200,006	200,006	-
Federal Interlocutor Program	**-**	**-**	**-**	97,630	97,630	-
Healing Journey Program	**-**	**-**	**-**	1,123	1,123	-
IFFA	**6,295,993**	**6,295,993**	**-**	6,873,475	6,873,475	-
Indigenous Community Infrastructure Fund	**2,265,585**	**2,265,585**	**-**	3,604,907	3,604,907	-
Indigenous Health Legislation Engagement	**-**	**-**	**-**	196,057	196,057	-
Long-term and Continuing Care	**239,400**	**239,400**	**-**	-	-	-
Metis Adaptation Priorities	**109,858**	**109,858**	**-**	-	-	-
Métis Nation Housing Strategy	**4,536,090**	**4,536,090**	**-**	19,363,430	19,363,430	-
MNO Patient Advocate	**135,283**	**135,283**	**-**	388,474	388,474	-
Post Powley	**4,640,625**	**4,640,625**	**-**	4,640,625	4,640,625	-
Post-Secondary Education Grant	**749,500**	**749,500**	**-**	-	-	-
Post-Secondary Education Strategy	**4,907,100**	**4,907,100**	**-**	4,851,791	4,851,791	-
Renewal of the Guidelines of Federal Officials	**8,733**	**8,733**	**-**	-	-	-
Residential Schools Missing Children Support Fund	**20,452**	**20,452**	**-**	100,852	100,852	-
SSM River Lot Claims	**239,486**	**239,486**	**-**	176,275	176,275	-
Supportive Care Initiative	**-**	**-**	**-**	300,000	300,000	-
Table on Climate Change	**89,332**	**89,332**	**-**	171,928	171,928	-
Transformational Approach to Indigenous Data	**184,500**	**184,500**	**-**	-	-	-
Treaty 3	**426,447**	**426,447**	**-**	389,717	389,717	-
United Nations Declaration of the Rights of Indigenous Peoples	**161,237**	**161,237**	**-**	47,551	47,551	-
United Nations Declaration of the Rights of Indigenous Peoples Consultation	**-**	**-**	**-**	60,361	60,361	-

The accompanying summary of significant accounting policies and notes are an integral part of these financial statements.

Métis Nation of Ontario, Secretariat
Statement of Operations (continued)

For the year ended March 31	2025			2024		
	Revenue	**Expenses**	**Excess of Revenue over Expenses**	Revenue	Expenses	Excess of Revenue over Expenses
Urban Programming for Indigenous Peoples	**892,786**	**892,786**	**-**	1,077,941	1,077,941	-
Urban Programming for Indigenous Peoples - Minor infrastructure	**-**	**-**	**-**	32,110	32,110	-
Urban, Rural and Northern Indigenous Housing	**77,536**	**77,536**	**-**	-	-	-
Aboriginal Healing and Wellness Strategy						
Anti-Human Trafficking Community Supports	**78,938**	**78,938**	**-**	76,896	76,896	-
Indigenous Youth Justice Services Redesign	**137,137**	**137,137**	**-**	45,338	45,338	-
Promotion and Prevention	**7,639,375**	**7,639,375**	**-**	5,411,928	5,411,928	-
Supportive Resources, Training & Capacity Building	**466,664**	**466,664**	**-**	500,885	500,885	-
Youth Justice Initiative	**201,304**	**201,304**	**-**	156,828	156,828	-
Barrie Area Native Advisory Circle						
BANAC Supplemental Funding	**97,703**	**97,703**	**-**	94,722	94,722	-
Canada Energy Regulator						
Rules of Practice and Procedures	**5,519**	**5,519**	-	-	-	-
Onshore Pipeline Regulation Review	**5,519**	**5,519**	-	-	-	-
Canada Mortgage and Housing Corporation						
Housing Supply Challenge - Stage 2	**191,461**	**191,461**	**-**	491,462	491,462	-
Housing & Health Research	**-**	**-**	**-**	13,592	13,592	-
Urban, Rural and Northern Indigenous Housing Strategy	**100,241**	**100,241**	**-**	-	-	-
Canadian Heritage						
Aboriginal Language Initiative	**825,968**	**825,968**	**-**	882,488	882,488	-
MNO Community And Youth Resiliency Sports Activity	**-**	**-**	**-**	41,763	41,763	-
Museums Assistance Program	**-**	**-**	**-**	-	-	-
Canadian Institute of Health and Research						
Mental Wellness of Citizens of the Metis Nation	**-**	**-**	**-**	216,507	216,507	-
The Health Priorities of Métis Youth in Ontario	**34,756**	**34,756**	**-**	65,245	65,245	-
Exploring Sexually Transmitted And Blood-Borne Infections	**21,211**	**21,211**	-	-	-	-
Canadian Museum of History						
Digital Museums Canada	**-**	**-**	**-**	204,076	204,076	-
Canadian Nuclear Laboratories						
Consultation	**3,643**	**3,643**	**-**	1,151	1,151	-
Canadian Nuclear Safety Commission						
Bruce Power's Mid-Term Update	**-**	**-**	**-**	19,140	19,140	-
Capacity Funding	**-**	**-**	**-**	17,686	17,686	-
CNSC Meetings with MNO Secretariat	**-**	**-**	**-**	6,646	6,646	-

The accompanying summary of significant accounting policies and notes are an integral part of these financial statements.

Métis Nation of Ontario, Secretariat
Statement of Operations (continued)

For the year ended March 31

	2025			2024		
	Revenue	**Expenses**	**Excess of Revenue over Expenses**	Revenue	Expenses	Excess of Revenue over Expenses
Engagement and Collaboration Support	**11,419**	**11,419**	-	-	-	-
Environmental Assessment & License Process	**979**	**979**	**-**	12,771	12,771	-
Internal Resource Support	**128,395**	**128,395**	-	-	-	-
MNO - Terms of Reference Support	**2,120**	**2,120**	-	-	-	-
Pickerington Nuclear Generation Station Unit	**3,501**	**3,501**	**-**	8,068	8,068	-
Canadian Partnership Against Cancer						
Building Metis Cancer Resilience	**184,204**	**184,204**	-	-	-	-
Department of Justice Canada	**90,000**	**90,000**	**-**	61,315	61,315	-
Canada Water Agency						
Engaging the Northwestern Ontario Metis on Phosphorus	**11,200**	**11,200**	-	-	-	-
Pre-Engagement on the Canada Water Act	**50,000**	**50,000**	-	-	-	-
Department of Fisheries and Oceans						
Aquatic Invasive Species Program	**60,325**	**60,325**	**-**	26,532	26,532	-
Community Based Water Quality Monitoring	**258,790**	**258,790**	**-**	77,000	77,000	-
Indigenous Habitat Participation	**-**	**-**	**-**	55,544	55,544	-
Lobstick Island Bridge and Causeway Consultation	**-**	**-**	**-**	12,136	12,136	-
Red Lake Expansion Project	**7,457**	**7,457**	**-**	-	-	-
Employment and Social Development Canada						
Canada Summer Jobs	**64,876**	**64,876**	**-**	65,459	65,459	-
Early Learning Child Care	**16,727,845**	**16,727,845**	**-**	16,733,430	16,733,430	-
ELCC Conference Support	**-**	**-**	**-**	30,000	30,000	-
Enabling Accessibility Fund	**-**	**-**	**-**	100,000	100,000	-
ISETS Agreement	**9,728,772**	**9,728,772**	**-**	7,433,537	7,433,537	-
Quality Improvement Project	**476,552**	**476,552**	**-**	10,900	10,900	-
Reaching Homes: Métis Homelessness Funding	**903,318**	**903,318**	**-**	1,253,021	1,253,021	-
Environment Canada						
Capacity Building - Great Lakes	**191,994**	**191,994**	**-**	149,372	149,372	-
Consultation on the Metal and Diamond Mining Regulations	**-**	**-**	**-**	44,008	44,008	-
Electrification of the Métis Nation Ontario	**143,112**	**143,112**	**-**	10,809	10,809	-
Engagement on the Proposed Clean Electricity Regulations	**-**	**-**	**-**	6,465	6,465	-
Federal Fuel Charge Proceeds	**-**	**-**	**-**	1,368	1,368	-
Federal Nature Table	**161,381**	**161,381**	**-**	174,620	174,620	-
Great Lakes Awareness Project	**75**	**75**	**-**	22,811	22,811	-
Indigenous-Led Conservation Capacity	**194,658**	**194,658**	**-**	78,331	78,331	-
Land & Waters Guardians Program	**557,336**	**557,336**	**-**	344,609	344,609	-
Métis Harvesting Rights	**82,429**	**82,429**	**-**	94,876	94,876	-

The accompanying summary of significant accounting policies and notes are an integral part of these financial statements.

Métis Nation of Ontario, Secretariat
Statement of Operations (continued)

For the year ended March 31	2025			2024		
	Revenue	**Expenses**	**Excess of Revenue over Expenses**	Revenue	Expenses	Excess of Revenue over Expenses
Métis Nation of Ontario on R2HE	**23,153**	**23,153**	**-**	-	-	-
Projects on Crown and Public Lands	**2,496**	**2,496**	**-**	-	-	-
Sofgardé la tèr (land conservation)	**800,806**	**800,806**	**-**	3,617	3,617	-
Species at Risk	**79,626**	**79,626**	**-**	53,849	53,849	-
Species at Risk Consultation, Cooperation and Accommodation	**10,967**	**10,967**	**-**	9,170	9,170	-
Government of Canada's Community Services Recovery Fund						
Huron-Superior Regional Metis Community Digital Hub	**24,426**	**24,426**	-	-	-	-
Health Canada						
Safe Restart	**-**	**-**	**-**	211,670	211,670	-
HydroOne						
Waasigan Economic Development	**-**	**-**	**-**	170,835	170,835	-
Waasigan Transmission Line CFA	**-**	**-**	**-**	288,175	288,175	-
Independent Electricity System Operator						
Community Energy Champion Program	**38,371**	**38,371**	**-**	65,028	65,028	-
Community Energy Champion Program - CEC 0941	**66,935**	**66,935**	**-**	-	-	-
Community Energy Champion Program - CEC 0942	**27,500**	**27,500**	**-**	-	-	-
Impact Assessment Agency of Canada						
Bruce Power Impact Assessment	**2,284**	**2,284**	**-**	-	-	-
Crawford Nickel Project	**6,768**	**6,768**	**-**	168,210	168,210	-
Generation PGM Palladium Mine	**56,966**	**56,966**	**-**	9,045	9,045	-
Georgina Island Fixed Link Project	**-**	**-**	**-**	555	555	-
Great Bear Gold Project	**5,411**	**5,411**	**-**	-	-	-
Impact Assessment Agency of Canada's Regulatory Initiative	**30,090**	**30,090**	**-**	-	-	-
Indigenous Capacity Support	**230,090**	**230,090**	**-**	176,688	176,688	-
Marathon Palladium Project	**1,600**	**1,600**	**-**	4,620	4,620	-
Marmora Clean Energy Hub	**-**	**-**	**-**	471	471	-
Ontario Pumped Storage HydroPower	**1,400**	**1,400**	**-**	-	-	-
Ring of Fire Area Regional Assessment	**27,434**	**27,434**	**-**	-	-	-
Rouge National Urban Park Study	**-**	**-**	**-**	690	690	-
Springpole Gold Environmental Assessment	**21,374**	**21,374**	**-**	1,161	1,161	-
Indigenous Services Canada						
Mental Health	**461,242**	**461,242**	**-**	1,474,496	1,474,496	-
Pathways to Safe Metis Communities	**904,068**	**904,068**	**-**	776,447	776,447	-
Support Federal Procurement	**-**	**-**	**-**	77,174	77,174	-
Trauma-Informed Health Support	**200,016**	**200,016**	**-**	125,038	125,038	-

Métis Nation of Ontario, Secretariat
Statement of Operations (continued)

For the year ended March 31	2025			2024		
	Revenue	**Expenses**	**Excess of Revenue over Expenses**	Revenue	Expenses	Excess of Revenue over Expenses
Law Society of Ontario						
Capacity Building for an Inclusive Sector	**181,336**	**181,336**	**-**	158,479	158,479	-
Métis National Council						
Palliative Care	**-**	**-**	**-**	81,000	81,000	-
Permanent Bilateral Mechanism	**190,609**	**190,609**	**-**	250,000	250,000	-
Post-Secondary Education Initiative	**-**	**-**	**-**	166,779	166,779	-
Ministry of Indigenous Affairs						
Bilateral Framework Participation	**350,000**	**350,000**	**-**	350,000	350,000	-
Economic Development Agreement	**-**	**-**	**-**	142,189	142,189	-
Indian Residential Schools Burial	**398,020**	**398,020**	**-**	102,360	102,360	-
Indigenous Women's Advisory Council	**65,000**	**65,000**	**-**	65,000	65,000	-
MNO Data Analytics	**436,369**	**436,369**	**-**	63,469	63,469	-
New Relationship Fund	**1,260,000**	**1,260,000**	**-**	1,390,554	1,390,554	-
Opioid Programming Supports	**53,125**	**53,125**	**-**	53,125	53,125	-
Resource Revenue Sharing (RRS) Negotiations	**2,325,549**	**2,325,549**	**-**	1,193,426	1,193,426	-
Region 1: Consultation on First Nation Land Claims	**94,197**	**94,197**	**-**	90,928	90,928	-
Ministry of Attorney General						
Advocacy Program Capacity Building	**-**	**-**	**-**	48,567	48,567	-
Family Court Support to Métis Client	**73,711**	**73,711**	**-**	76,326	76,326	-
Gladue Aftercare Program	**97,500**	**97,500**	**-**	88,920	88,920	-
Human Trafficking	**50,000**	**50,000**	**-**	38,107	38,107	-
Indigenous Courtwork Program	**86,500**	**86,500**	**-**	55,270	55,270	-
Justice Liaison Program	**38,293**	**38,293**	**-**	84,077	84,077	-
Métis Economic Participation in the Forest Sector	**108,024**	**108,024**	**-**	129,707	129,707	-
Métis Youth Restorative Justice Program	**200,000**	**200,000**	**-**	75,636	75,636	-
Restorative Justice - Justice Circle	**70,208**	**70,208**	**-**	83,250	83,250	-
Victim Services	**552,318**	**552,318**	**-**	540,415	540,415	-
Women & Girls Guns and Gangs	**83,333**	**83,333**	**-**	90,832	90,832	-
Ministry of Children, Community and Social Services						
Indigenous Children & Youth Strategy	**3,625,406**	**3,625,406**	**-**	3,602,781	3,602,781	-
Mental Health	**142,928**	**142,928**	**-**	142,928	142,928	-
Health Outreach Worker	**195,895**	**195,895**	**-**	-	-	-
Strategy	**419,045**	**419,045**	**-**	456,944	456,944	-
Ministry of Citizenship and Multiculturalism						
Anti-Racism Strategy Review	**66,983**	**66,983**	**-**	-	-	-
Ministry of Community Safety and Correctional Services						
Native Inmate Liaison Officer	**-**	**-**	**-**	73,423	73,423	-

The accompanying summary of significant accounting policies and notes are an integral part of these financial statements.

Métis Nation of Ontario, Secretariat
Statement of Operations (continued)

For the year ended March 31	2025			2024		
	Revenue	**Expenses**	**Excess of Revenue over Expenses**	Revenue	Expenses	Excess of Revenue over Expenses
Ministry of Education						
Building Relationships with District School Boards	**878,852**	**878,852**	**-**	709,621	709,621	-
Development of the Metis Nation K-12 Education	**13,531**	**13,531**	-	-	-	-
Exploring the Works of Metis Author and Citizen	**56,592**	**56,592**	**-**	-	-	-
Grade 10 Civics and Citizenship Course	**-**	**-**	**-**	44,045	44,045	-
River Program - Indigenous Education	**-**	**-**	**-**	46,442	46,442	-
Science and Technology Curriculum	**-**	**-**	**-**	150,787	150,787	-
Student Well Being Fund	**239,738**	**239,738**	-	-	-	-
Minister of Environment, Conservation, and Parks						
Great Lakes Meeting Support	**-**	**-**	**-**	6,925	6,925	-
Métis Involvement in Great Lakes Initiative	**56,878**	**56,878**	**-**	82,463	82,463	-
Ministry of Health and Long-Term Care						
Aboriginal Diabetes Education	**691,324**	**691,324**	**-**	665,026	665,026	-
Aboriginal Responsible Gambling	**113,800**	**113,800**	**-**	113,806	113,806	-
Adult Mental Health Program	**990,900**	**990,900**	**-**	1,116,919	1,116,919	-
Community Support Services	**4,352,880**	**4,352,880**	**-**	3,851,300	3,851,300	-
Indigenous Cultural Safety Training	**46,652**	**46,652**	**-**	84,989	84,989	-
Indigenous Mental Health & Addictions System Coordinator	**106,114**	**106,114**	**-**	92,351	92,351	-
Urban Indigenous Health Table	**100,000**	**100,000**	**-**	100,000	100,000	-
Youth Life Promotion	**1,232,887**	**1,232,887**	**-**	1,219,140	1,219,140	-
Ministry of Labour, Training, and Skills Development						
Skills Development Fund	**150,000**	**150,000**	**-**	150,000	150,000	-
Ministry of Natural Resources and Forestry						
Forest Management Plans Region 1 & 2	**237**	**237**	**-**	26,748	26,748	-
Forest Management Plans Region 5 & 7	**-**	**-**	**-**	984	984	-
Policy Dialogue Table	**103,571**	**103,571**	**-**	37,160	37,160	-
Review of the Consultation Process	**2,000**	**2,000**	**-**	-	-	-
Ministry of Northern Development and Mines						
Capacity Mineral Sector Framework Agreement	**209,920**	**209,920**	**-**	187,614	187,614	-
Forest Management Plan and Manual R1	**2,376**	**2,376**	-	-	-	-
Forest Management Plan and Manual R2	**19,237**	**19,237**	-	-	-	-
Mineral Development Advisors	**248,639**	**248,639**	**-**	201,128	201,128	-
Steep Rock Mine Restoration TPA	**4,578**	**4,578**	-	-	-	-
Ministry of Tourism and Culture						
Youth Cultural Camp	**217,468**	**217,468**	**-**	194,488	194,488	-

Métis Nation of Ontario, Secretariat
Statement of Operations (continued)

For the year ended March 31	2025			2024		
	Revenue	**Expenses**	**Excess of Revenue over Expenses**	Revenue	Expenses	Excess of Revenue over Expenses
Ministry of Transport						
Assessment of Environmental Impacts	**-**	**-**	**-**	16,232	16,232	-
Ministry of Training Colleges and Universities						
Post Secondary School Awareness	**676,646**	**676,646**	**-**	556,210	556,210	-
Natural Resources Canada						
Indigenous Participation in Dialogues	**25,538**	**25,538**	**-**	28,635	28,635	-
Forest for the Future	**53,752**	**53,752**	**-**	-	-	-
Indigenous Ministerial Arrangement Regulations	**24,764**	**24,764**	**-**	-	-	-
Nuclear Waste Management Organization				-	-	-
Adaptive Phased Management - General Relationship Agreement	**294,331**	**294,331**	**-**	347,745	347,745	-
NWMO Learn More Agreement	**347,375**	**347,375**	**-**	214,090	214,090	-
Region 7 Learn More Agreement	**49,961**	**49,961**	**-**	108,530	108,530	-
Surface Water Monitoring Program	**3,168**	**3,168**	**-**	43,660	43,660	-
Used Fuel Deep Geologic Repository	**204,557**	**204,557**	**-**	136,799	136,799	-
Ontario Aboriginal Housing						
Housing Policy Analysis	**158,795**	**158,795**	**-**	197,415	197,415	-
Mental Health and Addictions Funding Partnership	**386,868**	**386,868**	**-**	396,376	396,376	-
Ontario Energy Board	**-**	**-**	**-**	25,556	25,556	-
Ontario Health						
Indigenous Health Liaison Agreement	**126,993**	**126,993**	**-**	115,393	115,393	-
Ontario Native Women's Association						
Indigenous Anti-Trafficking Liaison Project	**69,877**	**69,877**	**-**	38,135	38,135	-
Ontario Power Generation						
Deep Geologic Repository MOU	**30,848**	**30,848**	**-**	65,703	65,703	-
Parks Canada						
Metis Visitor Centre Display	**920**	**920**	**-**	-	-	-
Region 2 Métis Stories	**-**	**-**	**-**	2,889	2,889	-
Regulations for National Marine Conservation Areas	**-**	**-**	**-**	3,288	3,288	-
Support Creation of Ecological Corridor	**173,589**	**173,589**	**-**	-	-	-
Parks and Ecological Corridors	**114,619**	**114,619**	**-**	83,503	83,503	-
Public Health Agency of Canada						
Canada Prenatal Nutritional Program	**128,168**	**128,168**	**-**	58,300	58,300	-
Community Action Plan for Children	**209,880**	**209,880**	**-**	209,880	209,880	-
Health Data Submission	**-**	**-**	**-**	135,000	135,000	-
Metis Community Mental Wellness Strategies	**325,405**	**325,405**	**-**	-	-	-

The accompanying summary of significant accounting policies and notes are an integral part of these financial statements.

Métis Nation of Ontario, Secretariat
Statement of Operations (continued)

For the year ended March 31	2025			2024		
	Revenue	**Expenses**	**Excess of Revenue over Expenses**	Revenue	Expenses	Excess of Revenue over Expenses
TD Friends of Environment Foundation	**4,608**	**4,608**	**-**	-	-	-
Third party funders	**1,874,495**	**1,874,495**	**-**	484,166	484,166	-
	$ 119,125,255	**$ 115,295,650**		$ 127,735,815	$ 121,063,927	
Excess of revenue over expenses from operations			**3,829,605**			6,671,888
Amortization of deferred contributions related to tangible capital assets (Notes 5 and 7)			**943,473**			472,820
Amortization of deferred lease inducement (Note 12)			**58,320**			58,320
Amortization of tangible capital assets (Note 5)			**(996,642)**			(421,827)
Distribution from Reserve Funds (Note 16)			**-**			(442,000)
Fair value gain (loss) on short-term investments			**232,504**			-
Excess of revenue over expenses for the year			**$ 4,067,260**			$ 6,339,201

Métis Nation of Ontario, Secretariat
Statement of Cash Flows

For the year ended March 31	2025	2024
Cash flows from (used in) operating activities		
Excess of revenue over expenses for the year	**$ 4,067,260**	$ 6,339,201
Adjustments for:		
Amortization of tangible capital assets	**996,642**	421,827
Amortization of deferred contributions related to tangible capital assets	**(943,473)**	(472,820)
Amortization of deferred lease inducement	**(58,320)**	(58,320)
Accrued interest	**(1,472,679)**	(1,082,147)
Fair value gain on shares	**(232,504)**	-
	2,356,926	5,147,741
Changes in non-cash operating accounts		
Accounts receivable	**(62,244)**	554,584
Government remittances receivable	**(614,769)**	2,365,385
Prepaid expenses and deposits	**2,856,539**	(2,614,732)
Due from Métis Nation of Ontario Cultural Commission	**(1,113)**	(140,227)
Accounts payable and accrued liabilities	**1,816,553**	(4,146,977)
Grants and contributions payable	**47,482,986**	(2,517,449)
Deferred revenue	**3,248,099**	6,078,322
	57,082,977	4,726,647
Cash flows used in investing activities		
Purchase of tangible capital assets (Note 5)	**(1,889,545)**	(17,680,806)
Net sale (purchase) of investments	**(7,830,407)**	5,151,155
	(9,719,952)	(12,529,651)
Cash flows from (used in) financing activities		
Additions to deferred contributions related to tangible capital assets	**347,576**	17,404,384
	347,576	17,404,384
Increase in cash during the year	**47,710,601**	9,601,380
Cash, beginning of year	**51,411,196**	41,809,816
Cash, end of year	**$ 99,121,797**	$ 51,411,196

Métis Nation of Ontario, Secretariat
Summary of Significant Accounting Policies

March 31, 2025

Nature of Organization

Métis Nation of Ontario, Secretariat (the "Secretariat") was continued under the Métis Nation of Ontario Secretariat Act (the "Act") effective January 1, 2016. The corporation acts as the Secretariat to the Métis Nation of Ontario (MNO). The MNO promotes Métis rights, provides service amenities and delivers employment and training initiatives to its members and the Métis community in Ontario. A substantial part of all revenue is from federal and provincial governments. The Secretariat is also a not-for-profit organization within the meaning of the Income Tax Act of Canada and is exempt from income taxes on its not-for-profit activities.

Basis of Presentation

These financial statements are prepared in accordance with Canadian Accounting Standards for Not-for-Profit Organizations which are part of Canadian generally accepted accounting principles and include the following significant accounting policies.

Use of Estimates

The preparation of the financial statements in accordance with Canadian Accounting Standards for Not-for-Profit Organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the dates of the financial statements, and the reported amounts of revenues and expenses during the reporting periods. Actual results could differ from management's best estimates and assumptions as additional information becomes available in the future. These estimates and assumptions are reviewed periodically and, as adjustments become necessary, they are reported in the periods in which they become known.

Significant estimates include assumptions used in estimating the fair value of financial instruments, in establishing the useful lives and related amortization of tangible capital assets as well as the related amortization of deferred contributions related to tangible capital assets, in estimating provisions for accrued liabilities, and in estimating the portion of government grants and subsidies earned.

Financial Instruments

Financial instruments are financial assets or liabilities of the Secretariat where, in general, the Secretariat has the right to receive cash or another financial asset from another party or the Secretariat has the obligation to pay another party cash or other financial assets.

Measurement of arm's length financial instruments

The Secretariat initially measures its arm's length financial assets and liabilities at fair value.

The Secretariat subsequently measures all its arm's length financial assets and financial liabilities at amortized cost, except for investments in equity and other instruments that are quoted in an active market, which are measured at fair value. Changes in fair value are recognized in operations.

Financial Instruments (continued)

Measurement of arm's length financial instruments (continued)

Arm's length financial assets measured at amortized cost include cash, accounts receivable, home owner loans receivable, and certain short-term investments. Arm's length financial liabilities measured at amortized cost include accounts payable and accrued liabilities, and grants and contributions payable. Arm's length financial assets measured at fair value include certain short-term and restricted investments.

Measurement of related party financial instruments

The Secretariat initially measures its related party financial assets at fair value, cost or the exchange amount.

The Secretariat subsequently measures related party financial assets quoted in an active market at fair value. All other related party financial assets are subsequently measured at cost or the exchange amount. When the related party financial instrument has repayment terms, cost is determined using the undiscounted cash flows of the instrument, excluding interest and dividend payments, less any impairment losses previously recognized. If the related party financial instrument does not have repayment terms, cost is determined using the exchange amount. The exchange amount is the amount of consideration paid or received as established and agreed to by the related parties.

Related party financial assets and liabilities measured at the exchange amount are amounts due from the Métis Nation of Ontario Cultural Commission.

Impairment

Financial assets measured at amortized cost are tested for impairment when there are indicators of impairment. The amount of the write-down is recognized in operations. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account, provided it is no greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in operations.

Transaction costs

The Secretariat recognizes its transaction costs in operations in the period incurred. However, the arm's length financial instruments that will not be subsequently measured at fair value are adjusted by the transaction costs that are directly attributable to their origination, issuance or assumption.

Home Owner Loans

The Secretariat's home owner loans are initially measured at fair value. The fair value at inception is equal to the face amount of the loan as it represents the amount of the consideration that would be agreed upon in an arm's length transaction. The loans are subsequently measured at amortized cost.

Métis Voyageur Development Fund Inc. (MVDF)

The Secretariat is the sole shareholder of the MVDF; however the Secretariat does not record an investment or disclose financial results for this company because the one issued share has restrictions and conditions which prevent any participation in the profits of the company. In addition, control of the MVDF is exercised by an independent Board of Directors. Accordingly, the Secretariat has neither control nor significant influence over the MVDF.

The Métis Nation of Ontario Infinity Trust (Infinity Trust)

The Infinity Trust was established by a trust indenture dated December 14, 2012. The sole beneficiary of the Infinity Trust is the Secretariat. The Infinity Trust has four trustees, two of which are independent and two of which are appointed by the Secretariat and must be members of the Provisional Council of the Métis Nation of Ontario. The Infinity Trust owns 100% of Métis Infinity Investments GP Inc. ("MLGP") and 99% of Métis Infinity Investments LP ("MLP"). MLGP owns the remaining 1% of MLP. MLP owns 100% of Métis Nation of Ontario Solar Inc.("MNO Solar). MNO Solar acts as nominee and agent for and on behalf of MLP for a 50.1% investment in a limited partnership called Métis Nation of Ontario-Brightroof Solar Limited Partnership. The Secretariat does not record an investment or disclose financial results for the trust as it has neither control nor significant influence over the Infinity Trust.

The Métis Nation of Ontario Prosperity Trust (Prosperity Trust)

The Prosperity Trust was established by a trust indenture dated December 17, 2018. The sole beneficiary of the Prosperity Trust is the Secretariat. The Prosperity Trust has one corporate trustee and holds funds from the Province of Ontario under a contribution agreement between the Secretariat and Her Majesty the Queen in right of Ontario, as represented by the Minister of Energy, dated May 7, 2018.

Community Councils

Métis citizens are represented at the local level through Métis Nation of Ontario Charter Community Councils. Community Councils are formed when the Secretariat grants a Community Charter upon the execution of an agreement known as the Métis Nation of Ontario Community Charter Agreement. The agreement provides in general terms the right of an approved Community Council to:

a) be a non-voting member of the Secretariat;
b) have the rights, privileges, responsibilities, liabilities and duties as defined or arising out of the Agreement and the MNO Bylaws; and
c) be entitled to use the incorporation number of the MNO or any of the MNO's subsidiaries or wholly owned companies, subject to terms and conditions.

Community Councils (continued)

The Community Councils are unincorporated and have a responsibility to report any liabilities and obligations. Currently, there are thirty one Community Councils consisting of the following:

Atikokan Métis Council
Barrie-South Simcoe Métis Council
Chapleau Métis Council
Clear Waters Métis Council
Credit River Métis Council
Georgian Bay Métis Council
Grand River Métis Council
Great Lakes Métis Council
Greenstone Métis Council
Highland Waters Métis Council
Historic Sault Ste. Marie Métis Council
Kenora Métis Council
Mattawa Métis Council
Moon River Métis Council
Métis Nation of Ontario Timmins
Niagara Region Métis Council
North Bay Métis Council
North Channel Métis Council
Northern Lights Métis Council
Northwest Métis Council
Oshawa and Durham Region Métis Council
Ottawa Region Métis Council
Peterborough and District Wapiti Métis Council
Sudbury Métis Council
Sunset Country Métis Council
Superior North Shore Métis Council
Temiskaming Métis Council
Thames Bluewater Métis Council
Thunder Bay and District Métis Council
Toronto & York Region Métis Council
Windsor-Essex-Kent Métis Council (currently inactive)

In addition to the Community Councils, there are also four advisory councils: MNO Veterans Council, MNO Women's Council, MNO Youth Council and MNO 2 Spirit + Council.

The assets, liabilities, net assets, revenues and expenses of these Community Councils have been included in these financial statements.

Tangible Capital Assets

Tangible capital assets in excess of $2,500 are recorded at cost and are amortized over their estimated useful life as follows:

Buildings	5%	diminishing balance basis
Furniture and equipment	5 years	straight-line basis
Computers	3 years	straight-line basis
Leasehold improvements	10 years	straight line basis

One-half of the above rates is used in the year of acquisition. Land assets are not amortized. Tangible capital assets less than $2,500 are charged to operations as incurred.

Externally Restricted - Housing Strategy Fund

During the 2023 year, the Secretariat received Federal funding restricted for the sole purpose of issuing mortgage loans to eligible applicants looking for financial assistance under its housing strategy program.

Revenue Recognition

The Secretariat follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Restricted contributions received by the Secretariat in order to provide short-term loans to home owners as part of its housing strategy, are recorded as a direct increase to net assets.

Restricted investment income is recognized as revenue in the year in which the related expenses are incurred. Unrestricted investment income is recognized as revenue when earned.

Terms of the grants and contributions specify that unexpended amounts remaining at completion of the projects must be returned. Amounts contributed and received are deferred until they are expended in accordance with the terms of the grants and contributions.

Contributions for the purchase of tangible capital assets are deferred and amortized on the same basis as the related tangible capital assets, except those contributions for tangible capital assets that have indefinite lives and are not amortized, which are recognized as a direct increase in net assets in the year of acquisition.

Property services are recognized as revenue when services are rendered.

Donated Goods and Services

The value of significant donated assets, goods and services are not reflected in these financial statements due to the difficulty of measurement.

Expense Allocations

The Secretariat conducts many programs for various government and other agencies. The costs of each program includes amounts directly related to providing the program. The Secretariat may also incur, where applicable, certain costs that are common to both the administration of the Secretariat and its programs.

The Secretariat allocates the aggregate of unallocated administration costs to individual programs based on approved budget allocations by the program funder and approved cost recoveries by the program funder.

1. **Cash**

The Secretariat's bank accounts are held at two Canadian chartered banks and the bank accounts earn nominal interest.

2. **Accounts Receivable**

	2025	2024
Administration and Program funding	**$ 441,684**	$ 379,440

3. **Short-term Investments**

	2025	2024
Guaranteed investment certificates ("GICs")	**$ 66,632,796**	$ 57,805,637
Mutual Funds	**3,289,364**	2,917,451
Common Shares	**2,381,525**	1,126,289
	$ 72,303,685	$ 61,849,377

Guaranteed investment certificates (GICs) purchased in the year earn interest at rates ranging from 3.50% to 5.95% (2024 - 4.96% to 5.59%), and which mature between April 2025 and March 2026 (2024 - April 2024 and January 2025). The GICs are carried at amortized cost and include accrued interest of $1,472,679 (2024 - $(1,082,147)) at year-end.

Common shares are comprised of three mining and mineral corporations that are traded on the Toronto Stock Exchange. The shares are carried on the balance sheet at their fair values. Fair values are determined using quoted market prices.

4. **Home Owner Loans Receivable**

Under its housing strategy program, the Secretariat issued mortgage loans to eligible borrowers in order to assist them in purchasing property for their own primary and principal residences. These loans are made on an interest free basis; however, the Secretariat shares in the market value adjustments on a basis proportionate to the principal extended ("Shared Appreciation/Depreciation Amount"). If the value of the property has appreciated at the time the mortgage is settled, the Secretariat's shared appreciation amount shall not exceed the maximum interest legally chargeable under the laws of Canada or Ontario prevailing at that time, and any rate exceeding the legal maximum shall be automatically reduced to the maximum.

4. **Home Owner Loans Receivable (continued)**

The home owner loans are due on demand or at the earlier sale of the related property. The borrowers, upon 10 days' notice to the Secretariat, may reimburse in whole the outstanding principal amount and Shared Appreciation Amount, if any, without penalty.

These loans are secured by the related property, over which the Secretariat has a charge.

5. **Tangible Capital Assets**

	2025			2024		
	Cost	**Accumulated Amortization**	**Net Book Value**	Cost	Accumulated Amortization	Net Book Value
Land	**$ 918,718**	**$ -**	**$ 918,718**	$ -	$ -	$ -
Housing						
Humber	**4,123,479**	**304,107**	**3,819,372**	4,123,479	103,087	4,020,392
Sault Ste Marie	**7,300,718**	**512,419**	**6,788,299**	7,300,718	155,140	7,145,578
Kenora	**452,540**	-	**452,540**	452,540	-	452,540
Midland	**1,348,498**	**-**	**1,348,498**	1,348,498	-	1,348,498
Community Land and Buildings						
Timmins	**720,287**	**93,919**	**626,368**	720,287	68,188	652,099
Thunder Bay	**925,853**	**375,305**	**550,548**	925,853	351,855	573,998
Sault Ste Marie	**1,656,635**	**215,558**	**1,441,077**	1,656,635	144,975	1,511,660
Fort Frances	**642,206**	**68,680**	**573,526**	432,356	52,136	380,220
Powley Institute	**620,923**	**13,195**	**607,728**	-	-	-
Camp	**5,972,821**	**149,321**	**5,823,500**	5,943,068	-	5,943,068
Furniture and equipment	**622,528**	**396,316**	**226,212**	514,557	333,474	181,083
Leasehold improvements	**743,467**	**446,080**	**297,387**	743,467	371,733	371,734
	$ 26,048,673	**$ 2,574,900**	**$ 23,473,773**	$ 24,161,458	$ 1,580,588	$ 22,580,870

Amortization expense of tangible capital assets for the year was $996,642 (2024 - $421,827).

During the year $943,473 (2024 - $472,820) of deferred contributions related to tangible capital assets were recognized into income.

Tangible capital assets include $1,889,545 of building, and furniture and equipment additions during the year (2024 - $17,680,806 of land, building, and furniture and equipment additions).

Land includes the purchase of Laughlin Falls and Loon Lake properties through the Ecological Corridor Program of Parks Canada and the National Climate Solutions program of Environment and Climate Change Canada where there are restrictions on building on this land. It is to remain as natural, undeveloped land.

6. Deferred Revenue

Deferred revenue represents unspent resources externally restricted for specific programs. Changes in the deferred revenue balance are as follows:

	2025	2024
Balance, beginning of year	**$ 20,523,401**	$ 14,445,079
Contributions	**5,477,151**	7,271,347
Expenses incurred and revenue recognized	**(2,229,052)**	(1,193,025)
Balance, end of year	**$ 23,771,500**	$ 20,523,401

At year-end, the deferred revenue balance consists of the following program funds:

	2025	2024
Province of Ontario	**$ 22,944,330**	$ 19,696,231
The Métis Nation of Ontario Prosperity Trust	**827,170**	827,170
Balance, end of year	**$ 23,771,500**	$ 20,523,401

7. Deferred Contributions Related to Tangible Capital Assets

Deferred contributions related to tangible capital assets represent restricted contributions with which the Secretariat purchased capital assets. The change in the deferred contributions related to tangible capital assets balance for the period is as follows:

	2025	2024
Balance, beginning of year	**$ 19,826,678**	$ 2,895,114
Current year contributions	**347,576**	17,404,384
Less: Amounts amortized to revenue	**(943,473)**	(472,820)
Balance, end of year	**$ 19,230,781**	$ 19,826,678

8. Commitments

The Secretariat is committed to future minimum lease payments under operating leases for office space, for the next five years and thereafter, as follows:

2026	$ 1,724,304
2027	1,608,225
2028	1,073,815
2029	574,995
2030	508,013
Thereafter	78,435
Total	$ 5,567,787

9. Contingencies

The Secretariat receives funding from various government and other agencies based on specific program needs and budgets and allocates certain expenses to the various programs. In many cases the funding agent has the right to review the accounting records to ensure compliance with the terms and conditions of the programs. At this time no estimate of the requirements, if any, to reimburse the agencies can be made. The management of the Secretariat feels that their allocations of expenses are fair and accurate in the circumstances.

10. Core Operations Revenue

Core operations revenue is comprised of:

	2025	2024
Administration fees	**$ 7,523,249**	$ 9,375,138
AGA revenues	**98,498**	87,836
Rental Housing	**344,123**	103,573
Third party billings	**-**	183,805
Investment and other income	**6,438,234**	5,372,693
	$ 14,404,104	$ 15,123,045

11. Pension Plan

The Secretariat participates in an employer pension plan. The plan is a defined contribution plan. Contributions made during the year were $665,098 (2024 - $588,299).

12. Lease Inducement

In 2019, the Secretariat entered into a lease agreement to rent the premises of 11,664 square feet at 66 Slater Street, Ottawa. The lease commenced on April 1, 2018 and expires on March 31, 2028 with one option to renew for an additional five years.

As part of the lease agreement, the Secretariat is to receive $50 per square foot of space rented as a one-time leasehold improvement allowance, for a total of $583,200. This allowance is being deferred and amortized to operations over the initial lease term of 10 years as follows:

	2025			2024		
	Lease Inducement	**Accumulated Amortization**	**Remaining Balance**	Lease Inducement	Accumulated Amortization	Remaining Balance
Lease inducement	**$ 583,200**	**$ 408,240**	**$ 174,960**	$ 583,200	$ 349,920	$ 233,280

13. Related Party Transactions

All transactions with related parties are in the normal course of operations and are measured at the exchange amount, which is the amount of consideration established and agreed to by related parties.

a. The amounts owing to the Métis Infinity Investments LP are without interest and no terms of repayment. MNO Solar, a division of Métis Infinity Investments LP, has a $1,000,000 loan from Métis Voyageur Development Fund Inc. Accrued interest and fees for this loan are $nil (2024 - $117,403). Security for the loan and accrued costs includes a guarantee by the Secretariat and a collateral mortgage on the Secretariat's Thunder Bay property.

b. Métis Nation of Ontario Cultural Commission ("Commission") is related to the Secretariat via common control. During the year, the Secretariat advanced $2,934 to the Commission (2024 - advanced $5,000 to the Commission). During the year, $nil (2024 - $145,226) of expenses paid by the Secretariat were charged across to the Commission in relation to worked performed on behalf of the Commission.

14. Monies Held in Trust

The Secretariat holds monies in trust for The Ministry of Municipal Affairs and Housing. It acts as property managers and as such they pay certain qualified expenditures from these trust accounts. These funds are not shown on the Secretariat's balance sheet nor are the changes in funds reflected in the Secretariat's statement of operations. The balance of fund held in trust as at March 31, 2025 is $475,930 (2024 - $961,595) in Barrie.

15. **Public Sector Salary Disclosure**

The Secretariat is required to comply with the Province of Ontario's Public Sector Salary Disclosure Act. Required disclosures are made available on the Ministry of Finance website (www.fin.gov.on.ca).

16. **Capital Disclosure**

The Secretariat's capital is comprised of its net assets which at year end totaled $40,364,048 (2024 - $35,288,402). Of the Secretariat's capital, $11,924,596 (2024 - $9,977,476) is internally restricted for the following purposes.

Net Assets Invested in Tangible Capital Assets

Net assets invested in capital assets is internally restricted to finance the Secretariat's investment in its tangible capital assets.

Métis Community Cultural Reserve Fund

The Métis Community Cultural Reserve Fund is restricted to develop cultural activities for the benefit of Métis communities as a whole. Interest earned on these funds during the year has also been reserved.

Métis Rights Advancement Fund

The Métis Rights Advancement Fund holds was established to support the recognition and defense of Métis rights. Interest earned on these funds during the year has also been reserved. During the 2025 year, an amount of $nil (2024 - $nil) was allocated to the fund from unrestricted net assets.

MNO Community Council Governance

The MNO Community Governance reserve was established to support the increased demands on community representatives (or elected officials) as a result of growth. During the 2025 year, an amount of $200,000 (2024 - $525,000) was allocated to the fund from unrestricted net assets.

Advancing Métis Land Claims

The Advancing Métis Land Claims reserve was established to support defense and associated costs. During the 2025 year, an amount of $nil (2024 - $nil) was allocated to the fund from unrestricted net assets.

Self-Government Capital Infrastructure Maintenance and Replacement

The Self-Government Capital Infrastructure Maintenance and Replacement reserve was established to support maintenance of leased and owned properties. During the 2025 year, an amount of $nil (2024 - $nil) was allocated to the fund from unrestricted net assets.

16. **Capital Disclosure (continued)**

Ensuring Operational Continuity

The Ensuring Operational Continuity reserve was established to support continuity of operations if funding is interrupted. During the 2025 year, an amount of $200,000 (2024 - $525,000) was allocated to the fund from unrestricted net assets.

Infinity Property Services

The Infinity Property Services reserve was established to assist with operational planning and growth initiatives. During the 2025 year, an amount of $nil (2024 - $nil) was allocated to the fund from unrestricted net assets.

(Continued on next page)

16. **Capital Disclosure (continued)**

Changes in internally restricted funds by fiscal year are as follows:

	March 31, 2025					
	Balance, beginning of year	Excess/ (deficiency) of revenue over expenses for the year	Deferred contributions related to tangible capital assets	Purchases and disposals of tangible capital assets (net financing)	Inter-fund transfers	Balance, end of year
Invested in Tangible Capital Assets	$ 2,520,912	$ 5,151	$ (347,576)	$ 1,889,545	$ -	$ 4,068,032
Métis Community Cultural Reserve Fund	31,105	-	-	-	-	31,105
Métis Rights Advancement Fund	1,572,921	-	-	-	-	1,572,921
MNO Community Council Governance	1,133,000	-	-	-	200,000	1,333,000
Advancing Métis Land Claims	1,300,000	-	-	-	-	1,300,000
Self-Government Capital Infrastructure Maintenance and Replacement	1,675,628	-	-	-	-	1,675,628
Ensuring Operational Continuity	1,525,000	-	-	-	200,000	1,725,000
Infinity Property Services	218,910	-	-	-	-	218,910
	$ 9,977,476	$ 5,151	$ (347,576)	$ 1,889,545	$ 400,000	$ 11,924,596

16. **Capital Disclosure (continued)**

	March 31, 2024					
	Balance, beginning of year	Excess/ (deficiency) of revenue over expenses for the year	Deferred contributions related to tangible capital assets	Purchases and disposals of tangible capital assets (net financing)	Inter-fund transfers	Balance, end of year
Invested in Tangible Capital Assets	$ 2,135,177	$ 109,313	$ (17,404,384)	$ 17,680,806	$ -	$ 2,520,912
Métis Community Cultural Reserve Fund	31,105	-	-	-	-	31,105
Métis Rights Advancement Fund	1,572,921	-	-	-	-	1,572,921
MNO Community Council Governance	1,050,000	(442,000)	-	-	525,000	1,133,000
Advancing Métis Rights and Land Claims	1,300,000	-	-	-	-	1,300,000
Self-Government Capital Infrastructure Maintenance and Replacement	1,675,628	-	-	-	-	1,675,628
Enduring Operational Continuity	1,000,000	-	-	-	525,000	1,525,000
Infinity Property Services	218,910	-	-	-	-	218,910
	$ 8,983,741	$ (332,687)	$ (17,404,384)	$ 17,680,806	$ 1,050,000	$ 9,977,476

17. **Corresponding Amounts**

The 2024 amounts presented for comparative purposes have been adjusted to include the assets, liabilities, net assets, revenues, and expenses for the Community Councils to conform to the financial statement presentation adopted for the current year. This resulted in an increase in assets of $5,254,608, liabilities decrease of $7,254,416, and net assets increase of $12,509,024.

18. **Financial Instruments Risks and Concentrations**

The Secretariat is exposed to various risks through its financial instruments. The following analysis provides a measure of the Secretariat's risk exposure and concentrations as at March 31, 2025.

The Secretariat is not involved in any hedging relationships through its operations and does not hold or use any derivative financial instruments for trading purposes.

Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities and commitments. The Secretariat is exposed to this risk mainly in respect of its accounts payable and accrued liabilities, its grants and contribution payable, its ability to provide the activities related to its deferred revenue and to meet its potential financial commitments set out in Notes 6 to 8 to these financial statements.

Credit risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The Secretariat's main credit risks relate to its accounts receivable and home owner loans receivable.

Market risk

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises three types of risk: currency risk, interest rate risk and other price risk. The Secretariat is mainly exposed to interest rate risk and other price risk.

Interest rate risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The Secretariat is exposed to fair value risk on its fixed interest rate securities, comprised of the guaranteed investment certificates as set out in Note 3 to these financial statements.

Other price risk

Other price risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices (other than those arising from interest rate risk or currency risk), whether those changes are caused by factors specific to the individual financial

18. **Financial Instruments Risks and Concentrations (continued)**

Other price risk (continued)

instrument or its issuer, or factors affecting all similar financial instruments traded in the market. The Secretariat is exposed to other price risk on its equity investments, set out in Note 3 to these financial statements.

Changes in risk

There have been no significant changes in the Secretariat's risk exposures from the 2024 fiscal year.

Early intake submission deadline: **Last Friday in October** of each calendar year by 4:30pm EST Late intake submission deadline: **Last Friday in March** of each calendar year by 4:30pm EST

Applications That are Incomplete or Missing Supporting Documentation Will Not be Accepted or Eligible for Review

In addition to this completed application, the following documents are to be formatted as described in the Application Process section of the **ACAP Guidelines** document and submitted as attachments:

- List of Organizing or Collective Members and their contact information
- Applicant(s) Curriculum Vitae/Resume/Biography
- Links to artist social media accounts or websites (if applicable)
- Documentation/support material of past projects that would demonstrate the Applicant's ability to successfully undertake and complete the project
- ACAP Project Plan Template
- ACAP Application Budget Template
- Quote documents for small capital/equipment purchases and/or print materials (if applicable)

Section 1: Organization Information

i. Organization/Collective Name: Sarvjeet Singh

ii. Organization/Collective Address: Story.Linestudio

iii. Organization/Collective Contact Information: (Phone Number, Email Address)

[redacted]

iv. Organization/Collective Contact Person & Alternative Contact Person (if applicable):
Name

Title/Contact Info

v. Please briefly describe the Organization or Collective's mandate, goals, and objective (maximum 250 words):

Storyline Studio, operated by Sarvjeet Singh, is a community-focused creative initiative dedicated to producing and promoting cultural events that promote diversity, inclusion, and artistic expression. In collaboration with Sault Newcomers Group and SISC the organization works to create meaningful cultural experiences that bring together residents from diverse backgrounds in Sault Ste. Marie.

The mandate of Storyline Studio is to support arts and culture by organizing events that showcase traditions, music, dance, and community storytelling. It aims to provide opportunities for local artists, performers, and small businesses to participate in culturally enriching programming while strengthening community connections.

A key goal of the organization is to promote cultural awareness and inclusivity through accessible public events such as the Diwali Gala Celebration. These initiatives are designed to celebrate cultural heritage while welcoming participation from the broader community.

The objective is to develop sustainable cultural programming that encourages volunteerism, supports local economic activity, and enhances community engagement. Through the Diwali celebration, Storyline Studio aims to foster a sense of belonging, celebrate multiculturalism, and contribute to the cultural vibrancy of Sault Ste. Marie.

vi. Please indicate the organization or collective's discipline of focus: Visual arts, performing arts, media arts, literary arts, multi & interdisciplinary arts, heritage arts, public art, other, and description (maximum 50 words):

✓ Performing Arts
✓ Multi & Interdisciplinary Arts
✓ Heritage Arts

Description: Cultural festival combining music, dance, food, and community engagement.

Section 2: Type of Grant & Funding Amount Request

Applicants may choose one grant stream that best supports their project needs and objectives. **Please refer to the ACAP Guidelines.**

Please select only one:

Small Project Grant

- **Cultural Diversity Grant**

Seed Funding

Total Request Amount ($) 15000

Section 3: Description of Activities, Projects and Events

Please download, complete and include the completed ACAP Application Project Plan Template for the proposed activity, project and/or event as an attachment.

i. Project Name or Working Title: Diwali Celebration

ii. Activity/Project and/or Event **Start Date: March 2026**

iii. Activity/Project and/or Event **End Date: Nov 2026**

iv. Activity/Project and/or Event Location:

(Physical address or for virtual projects/programming/events please include links to websites, social media etc. where programming will take place/be present, maximum 50 words)

Diwali Celebration is a large-scale cultural event celebrating the Festival of Lights, organized by Sarvjeet Singh through Storyline Studio in collaboration with Sault Newcomers Group. The event will take place on November 8, 2026, in Sault Ste. Marie.

The celebration will feature live cultural performances including dance, music, and a talent showcase, along with traditional décor, food experiences, and a vendor marketplace. The event is designed to highlight South Asian culture while creating an inclusive environment open to all members of the community.

The primary goal of the event is to promote cultural diversity, inclusion, and community engagement. It will provide a platform for local artists, performers, and small businesses to showcase their talents and services.

The event will also create opportunities for volunteer involvement and youth participation,

contributing to skill-building and community engagement. By bringing together diverse communities, the project aims to strengthen social connections and enhance cultural awareness in Sault Ste. Marie.

v. Please describe the proposed activity, project, event and any relevant goals or objectives (maximum 750 words):

✓ Support city initiatives
✓ Promote diversity & tourism
✓ Community engagement
✓ Youth & underrepresented groups
✓ Build partnerships
✓ Volunteer opportunities
✓ Improve quality of life

vi. How does this activity, project, or event support the current Community Culture Plan? Please select all community programs and impact priorities that the project supports.

Complement and support existing City initiatives, plans, and projects and contribute effectively to the development of arts, culture and heritage in Sault Ste. Marie

Contribute to the economic and social diversity of SSM through the development of arts, culture, and heritage products and tourism

Promote effective, meaningful, and equitable community engagement and consultation processes

Provide mentorship and participatory opportunities for youth, diverse, and historically underrepresented groups in the community

Increase organizational capacity and sustainability of local art organizations, collectives, and artists (including Applicants)

Provide professional development opportunities for emerging and professional arts, culture, and heritage practitioners (including Applicants)

Fosters community connections, partnerships and networks

Provides opportunities for volunteerism

Significantly contributes to the quality of life and sense of identity in Sault Ste. Marie

Please explain these selections (750 words maximum):

This project supports the Community Culture Plan by promoting diversity and inclusion through a large-scale cultural celebration. It provides opportunities for underrepresented communities to share their traditions while engaging the wider population.

The event contributes to economic activity by supporting local vendors, performers, and service

providers. It also strengthens partnerships between community organizations and encourages volunteer participation.

By creating a welcoming and inclusive environment, the Diwali celebration enhances cultural awareness and fosters a sense of belonging, contributing to the overall quality of life in Sault Ste. Marie.

vii. What are the benefits to audiences, participants, and/or the community of Sault Ste. Marie that are intended upon successful completion and implementation of this activity, project or event? (500 words maximum):

The Diwali Celebration will provide cultural, social, and economic benefits to the community. It creates a platform for cultural exchange, allowing residents to experience and learn about South Asian traditions.

The event supports local artists and small businesses by providing exposure and income opportunities. It also encourages community participation and volunteerism.

For immigrants, the event fosters inclusion and belonging, while for the broader community, it promotes understanding and unity. Overall, it strengthens community connections and enhances cultural vibrancy.

viii. If ACAP funding for this activity, project, or event is approved, please describe what the applicant considers to be successful implementation. How will the applicant measure success? (maximum 250 words):

Success will be measured through:

- Attendance (target: 300–500+ attendees)
- Number of vendors and performers
- Community engagement and feedback
- Social media reach and promotion
- Volunteer participation

Section 4: Marketing

i. What audiences do the proposed activity, project and/or event look to reach? Select all that apply:

Local (within the Municipality) Regional (within Algoma) Tourism (those who will travel to take part or view) Other (Please describe)

✓ Local

✓ Regional

✓ Tourism

ii. Please describe the items selected (250 words maximum):

The event will target local residents, newcomers, families, youth, and multicultural communities. It will also attract visitors from surrounding regions, contributing to tourism and cultural engagement.

iii. Please describe any specific audiences that are intended to be reached with the activity, project or event (150 words maximum):

Newcomers, South Asian community members, families, youth, local artists, and small business vendors.

iv. How will the activity, project or event be promoted? Please describe and include any links to social media accounts or relevant websites or organizations (maximum 250 words):

Promotion will include:

- Social media (Instagram, Facebook)
- Community groups and WhatsApp networks
- Posters and flyers across the city
- Collaborations with local organizations and sponsors
- Word-of-mouth and community outreach

v. What age does the activity, project or event look to reach? (Select all that apply):

0-18 60-75

19-34 76+

35-59

✓ All (0–75+)

vi. What is the estimated attendance or viewership of the activity, project and/or event?

1-50 501-1,000

51-100 1001-2,500

101-250 2,501+

251-500

✓ 251–500

vii. What is the estimated number of participants directly involved in the implementation/execution of the proposed activity, project and/or event (including staff, volunteers, participating artists, etc.)?

1-10

26-50

11-25 51+

Please provide a brief description of participant composition (maximum 150 words):

Participants include event organizers, volunteers, performers, vendors, and community partners from diverse cultural backgrounds contributing to event planning and execution.

Section 5: Existing In-kind & Previous Funding

Applicants who are requesting **any** other type of financial or in-kind assistance from the City (all departments) as part of their activity, project and/or event must ensure that it is included in the ACAP Application Budget Template.

i. Has the applicant organization or collective received ACAP funding or any other City of Sault Ste. Marie municipal cultural financial assistance in the past?

Yes **No**

Section 6: Project, Activity/Event Budget

i. Please download, complete, and attach a copy of the ACAP Application Budget Template.

Please show how ACAP funding will be used if the Applicant's request is approved. Please include all cost categories, both eligible and ineligible, for each of the components/items of the activity, project and/or event, all expected funding sources and type of funding (grant, in- kind, cash, etc.).

Section 7: Authorization

As an authorized representative of _____Story Line Studio_____

(Organization/Collective Name), I, _____Sarvjeet Singh_____ (Name of Organization/Collective Contact) attest that all information contained in this application,

agree to fulfill the responsibilities for all activity, project and/or event deliverables contained therein and/or agreed to by the Cultural Vitality Committee and the City of Sault Ste. Marie. This application will act as a contract between the City of Sault Ste. Marie and the Applicant should the application be successful.

_____Sarvjeet singh_____Signature

_____March 26, 2026 _____Date

Completed applications and supporting documentation may be submitted by email to:

a.moore@cityssm.on.ca
Subject Line: Cultural Financial Assistance Application – Attention: Arts and Culture Lead

Completed applications may be submitted by mail or in person to:

Community Development and Enterprise Services
Attention: Arts and Culture Lead
99 Foster Drive
Civic Centre
Sault Ste. Marie, ON
P6A 5X6

ACAP PROJECT PLAN – DIWALI CELEBRATION

Project Title: **Diwali Celebration**

Applicant: **Sarvjeet Singh**

Timeline & Key Activities

Activity	Start Date	End Date (M/Y)	Description / Notes
Project Planning & Team Setup	March 2026	Aug 2026	Initial planning, assigning roles, defining event vision and goals
Sponsorship & Partnership Outreach	March 2026	Sept 2026	Engage sponsors, local businesses, and community organizations for collaboration
Vendor & Artist Confirmation	March 2026	Oct 2026	Confirm cultural performers, vendors, and participants for the event
Permits & Logistics Planning	May 2026	Oct 2026	Secure venue, permits, equipment, stage, décor, and operational logistics
Marketing & Promotions	Sept 2026	Nov 2026	Social media campaigns, posters, community outreach, and partnerships
Event Setup	Nov 2026	Nov 2026	Venue decoration, stage setup, vendor booths, lighting, and technical arrangements
Diwali Gala Event Execution	**Nov 8, 2026**	**Nov 8, 2026**	Cultural performances, music, dance, food, vendor market, and community celebration
Post-Event Evaluation & Reporting	Nov 2026	Dec 2026	Feedback collection, financial reporting, documentation, and grant reporting

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Short Description

This project includes collaborative planning with local artists, vendors, volunteers, and community partners to deliver a vibrant Diwali celebration in Sault Ste. Marie. The event will showcase cultural performances, traditional décor, food, and a marketplace, creating an inclusive environment that promotes diversity, community engagement, and cultural awareness.

Signature:

Sarvjeet Singh

ACAP Budget – Diwali Celebration

Total Project Cost: $19500
Funding Requested (ACAP): 15000
Confirmed/Projected Contributions: Nothing Yet

Budget Breakdown:

- Venue Permits and Rentals – $1,500
- Stage, Rental Sound Lighting – $1,200
- Artist Fees / Performers – $2,000
- DJ & Music & Talent Show -$1000
- Decorations and Cultural Setup – $1500
- Printing and Promotional Materials – $400
- Food Vendor Coordination / Supplies – $1100
- Traditional Food Layout - $8000
- Activity Booths & Kids area - $600
- Volunteer Support / Training – $700
- Security Services - $500
- Contingency / Insurance / Miscellaneous – $1000

Signature:
Sarvjeet Singh
Organizer / Project Lead – Sarvjeet Singh

Past Project Documentation – Diwali Celebration

The Diwali Gala Celebration supported and co-executed by Storyline Studio under the direction of Sarvjeet Singh, was a vibrant multicultural event in collaboration with Sault Newcomers Group. The celebration featured traditional dance and music performances, a community dinner, cultural games, live DJ entertainment, fireworks, and a diverse marketplace of local vendors.

The event attracted over 300 attendees from various cultural backgrounds, creating a welcoming and inclusive environment that celebrated the spirit of Diwali and community togetherness. Storyline Studio contributed to the creative direction, event coordination, and execution, ensuring a seamless and engaging experience for participants.

The project successfully promoted newcomer integration, supported local vendors and small businesses, and encouraged cross-cultural understanding within Sault Ste. Marie. It also provided opportunities for artists, performers, and volunteers to actively participate in a large-scale cultural event.

SARVJEET SINGH, RPN

Sault Ste. Marie, ON

[redacted]

PROFESSIONAL SUMMARY

Compassionate and motivated Registered Practical Nurse (RPN) with hands-on clinical experience in acute care, long-term care, and community settings, including direct placement at Sault Area Hospital. Strong skills in patient assessment, medication administration, infection prevention, and interdisciplinary collaboration. Recognized for excellent communication, cultural sensitivity, and commitment to safe, patient-centred care aligned with company values.

CORE COMPETENCIES

• Patient Assessment & Vital Signs Monitoring

• Medication Administration & Documentation

• Wound Care & Infection Prevention and Control (IPAC)

• Chronic Disease & Geriatric Care Support

• Activities of Daily Living (ADLs) Assistance

• Therapeutic Communication & Patient Education

• Interdisciplinary Team Collaboration

• Electronic Documentation & EMR Familiarity

• Time Management & Multitasking

• Emergency Response (CPR/AED)

CLINICAL & PROFESSIONAL EXPERIENCE

Registered Practical Nurse (RPN)

Superior Staff It – FJ Davey Home – Sault Ste. Marie, ON June 2025 – Present

• Provide comprehensive RPN care in retirement and long-term care settings.

• Conduct patient assessments, monitor vital signs, and document changes in condition.

• Administer medications and treatments as per physician orders and care plans.

• Collaborate with interdisciplinary healthcare teams to ensure continuity of care.

• Support residents with chronic conditions, mobility needs, and activities of daily living.

• Maintain infection prevention and safety standards in accordance with organizational policies.

Registered Practical Nurse (RPN)

Sault Area Hospital – Sault Ste. Marie, ON January 2026 – Present

• Provide direct patient care in an acute hospital environment.

• Perform focused nursing assessments and monitor vital signs.

• Administer medications and assist with treatments and procedures.

• Communicate patient status changes promptly to RNs and physicians.

• Maintain accurate documentation and comply with IPAC and hospital standards.

Personal Support Worker

Superior Staff It – Sault Ste. Marie, ON

September 2024 – June 2025

• Provide client-centered personal care in community and healthcare settings.

• Assist with ADLs, mobility, feeding, and personal hygiene.

• Observe and report changes in physical or mental status to nursing staff.

• Follow infection control protocols and maintain accurate documentation.

• Support client dignity, safety, and emotional well-being.

Personal Support Worker

Plan A – Sault Ste. Marie, ON May 2024 – September 2024

• Deliver AM and PM care to long-term care residents.

• Assist with toileting, transfers, nutrition, and mobility.

• Support residents with chronic conditions and end-of-life care.

• Collaborate with RNs and RPNs to ensure continuity of care.

RPN CLINICAL PLACEMENTS

RPN Consolidation

Extendicare Van Daele – Sault Ste. Marie, ON

March 2025 – May 2025

• Conducted patient assessments and monitored vital signs.

• Administered medications and provided wound care under supervision.

• Maintained accurate clinical documentation.

• Communicated effectively with residents, families, and healthcare team.

RPN Clinical Placement

Sault Area Hospital – Sault Ste. Marie, ON

September 2024 – March 2025

• Delivered direct patient care in an acute care setting.

• Assisted with medication administration, mobility, and ADLs.

• Practiced strict infection prevention and safety standards.

• Developed strong clinical judgment and patient communication skills.

RPN Clinical Placement

Extendicare Maple View – Sault Ste. Marie, ON

September 2023 – March 2024

• Supported residents with personal care, meals, and mobility.

• Monitored health status and documented care provided.

• Provided compassionate emotional support to residents and families.

COMMUNITY & LEADERSHIP EXPERIENCE

StoryLine Studio

2021 – Present

• Plan and coordinate large-scale cultural and community events.

• Collaborate with volunteers, vendors, and community partners.

• Promote inclusivity, cultural awareness, and community engagement.

Kitchen Manager

Chuck’s Roadhouse – Sault Ste. Marie, ON

October 2019 – December 2022

• Supervised staff, scheduling, and training.

• Ensured compliance with health, safety, and hygiene standards.

• Developed strong leadership, organization, and teamwork skills.

EDUCATION

Registered Practical Nurse (RPN)

Sault College – Sault Ste. Marie, ON

September 2023 – May 2025

Social Services Worker

Sault College – Sault Ste. Marie, ON

September 2019 – April 2021

CERTIFICATIONS & LICENSES

• First Aid & CPR with AED

• Nonviolent Crisis Intervention (NCI) Training

• Valid G Driver’s License (5+ years)

REFERENCES

Lisa DiDonato

RPN Surgical Daycare and Clinical Instructor at Sault College

Email: [redacted]

Contact: [redacted]

Phyllis Pagnotta-Whalen

RPN 3B / Clinical Instructor (Sault College)

Email: [redacted]

Contact: [redacted]

Sarvjeet Singh is a creative producer and community event organizer, and the founder of Storyline Studio, a cultural initiative focused on designing and delivering engaging arts and cultural experiences in Sault Ste. Marie. Through his work, he brings together diverse communities by creating platforms that celebrate heritage, creativity, and shared experiences.

With strong experience in event production, cultural programming, and community engagement, Sarvjeet has successfully led and supported events that include cultural festivals, entertainment showcases, and community gatherings. His work emphasizes collaboration with local artists, performers, vendors, and volunteers to create inclusive and meaningful experiences.

As the project lead for the Diwali Gala Celebration, Sarvjeet plays a key role in planning, coordination, and execution, including logistics, partnerships, budgeting, and creative direction. His approach focuses on combining traditional cultural elements with modern event experiences to ensure accessibility and engagement for a wide audience.

Through Storyline Studio, his goal is to support multiculturalism, promote local talent, and strengthen community connections. His commitment to inclusivity and cultural representation contributes to building a vibrant and welcoming environment in Sault Ste. Marie.

Signature:
Sarvjeet Singh
Founder & Project Lead – Storyline Studio

Social Media and Online Presence

Instagram:
https://www.instagram.com/story.linestudio?igsh=MThnNmtxa2FzMHZodQ%3D%3D&utm_source=qr

The Storyline Studio Instagram page highlights creative event productions, cultural celebrations, and community initiatives led by Sarvjeet Singh. It showcases past and upcoming events, including the Diwali Gala Celebration, featuring performances, collaborations with local artists, and multicultural experiences in Sault Ste. Marie. The platform reflects the organization's commitment to promoting arts, culture, and inclusive community engagement.

Signature:
Sarvjeet Singh
Founder & Project Lead – Storyline Studio

Individual Artist Application Form
Arts & Culture Assistance Program
Corporation of the City of Sault Ste. Marie

Early intake submission deadline: **Last Friday in October** of each calendar year by 4:30pm EST

Late intake submission deadline: **Last Friday in March** of each calendar year by 4:30pm EST

Applications That are Incomplete or Missing Supporting Documentation Will Not be Accepted or Eligible for Review

In addition to this completed application, the following documents are to be formatted as described in the Application Process section of the ACAP Guidelines and submitted as attachments:

- Artist Curriculum Vitae/Resume/Biography
- Links to artist social media accounts or websites (if applicable)
- Documentation/support material of past projects that would show the Applicant's ability to successfully undertake and complete the proposed project
- ACAP Project Plan Template
- ACAP Application Budget Template
- Quote documents for small capital/equipment purchases and/or print materials (if applicable)

Section 1: Artist Information

i. Artist Formal Name:
Titan Tiny Homes Inc.

ii. Artist Practicing Name:
Founder: Joseph Rattan
Co-Founder Kathryn Trainor

iii. Artist Mailing Address and Postal Code:

iv. Artist Contact Information (Phone Number, Email Address):

Kathryn-
Joseph-

v. Please provide an artist's statement or general statement about your work (maximum 500 words):

Titan Tiny Homes Inc. is a locally driven company committed to innovative housing solutions and meaningful community development in Sault Ste. Marie. Beyond its core business, Titan Tiny Homes Inc. is actively engaged in initiatives that strengthen community connections, promote inclusivity, and support underserved populations. The organization recognizes that strong, vibrant communities are built not only through infrastructure, but through shared cultural experiences, education, and opportunities for connection.
The leadership of Titan Tiny Homes Inc. reflects a strong connection to culture and community. Founder Joseph brings Trinidadian heritage, which directly inspires the vision behind the event and its focus on celebrating the cuisine and traditions of Trinidad and Tobago. Joseph's wife, Co-founder, Kathryn Trainor contributes to the company's identity as an Indigenous-owned business, reinforcing a commitment to cultural respect, inclusion, and community empowerment. Together, their backgrounds shape a values-driven approach that prioritizes cultural awareness, representation, and meaningful community impact.

vi. Please indicate the artist's discipline of focus:
Visual arts, performing arts, media arts, literary arts, multi & interdisciplinary arts, heritage arts, public art, other, and description (maximum 50 words):

, Titan Tiny Homes Inc. aims to bring people together through food, art, and shared experience while supporting educational opportunities and inclusive participation. The event also aligns with the company's broader vision of building not just housing, but connected, inclusive communities where individuals and families can thrive

Section 2: Type of Grant & Funding Amount Request

Applicants may choose one grant stream that best supports their project needs and objectives. **Please refer to the ACAP Guidelines.**

Please select only one:

Small Project Grant ☐

Cultural Diversity Grant ☑

ACAP Request Amount ($)

Section 3: Description of Activities, Projects and Events

Please download, complete and include as an attachment the completed ACAP Application Project Plan Template for the proposed activity, project and/or event.

i. Project Name or Working Title:
Trinidad & Tobago Culinary and Cultural Experience

ii. Activity/Project and/or Event **Start Date:**
Fall 2026 Exact date TBD, we are currently awaiting a meeting with the venue to establish this detail.

iii. Activity/Project and/or Event **End Date:**
This is a 1 day event, the start and end date will be the same.

iv. Activity/Project and/or Event Location -
(Physical address or for virtual projects/programming/events please include links to websites, social media etc. where programming will take place/be present, maximum 50 words):

The event will be held at The Grand Gardens, located at

1324 Great Northern RD
Sault Ste Marie On
P6A 5K7

Culinary Masterclass

Chef Sharaz Mohamed will lead a live culinary masterclass demonstrating authentic

The masterclass will provide an interactive and educational experience for attendee

Cultural Dinner Experience

v. Please describe the proposed activity, project, and any relevant goals or objectives (maximum 750 words)

Following the masterclass, guests will enjoy a curated dinner featuring traditional Tr

The dinner will highlight authentic dishes and ingredients that represent the rich cu

Community Cultural Performances

The evening will also include live performances by:

- Local children and youth groups
- Community cultural performers
- Afro-Caribbean-inspired music and dance presentations

These performances will showcase cultural storytelling, music, and dance, allowing y

vi. How does this activity, project, or event support the current Community Culture Plan? Please select all community programs and impact priorities that the project supports.

☑ Complement and support existing City initiatives, plans and projects and contribute effectively to the development of arts, culture and heritage in Sault Ste. Marie

☑ Contribute to the economic and social diversity of Sault Ste. Marie through the development of arts, culture and heritage products and tourism

☑ Promote effective, meaningful, and equitable community engagement and consultation processes

- [x] Provide mentorship and participatory opportunities for youth, diverse, and historically underrepresented groups in the community
- [x] Increase organizational capacity and sustainability of local art organizations, collectives, and artists (including Applicants)
- [x] Provide professional development opportunities for emerging and professional arts, culture, and heritage practitioners (including Applicants)
- [x] Fosters community connections, partnerships and networks
- [x] Provides opportunities for volunteerism
- [x] Significantly contributes to the quality of life and sense of identity in Sault Ste. Marie

Please explain these selections (750 words maximum):

The Caribbean Culinary & Afro-Caribbean Cultural Experience will provide a valuable e
As part of the program's commitment to education and community engagement, comp
The event also provides an opportunity for students and young performers to interact
This educational component supports the goals of the City of Sault Ste. Marie Arts & C

The event will actively collaborate with local high schools and community organization
Youth performers will take part in a Youth Cultural Showcase, where they will present m
Real-world stage experience in a professional event setting
- Confidence-building through public performance
- Exposure to diverse cultural expressions and audiences
- Recognition and validation of their creative talents

vii. What are the benefits to audiences, participants, and/or the community of Sault Ste. Marie that are intended upon successful completion and implementation of this activity, project or event? (500 words maximum):

viii. If ACAP funding for this activity, project, or event is approved, please describe what the applicant considers to be successful implementation of the project. How will success be measured (maximum 250 words):

The success of the Caribbean Culinary & Afro-Caribbean Cultural Experience will be measured through attendance, participation, community impact, and the strength of partnerships developed in Sault Ste. Marie.

Participation & Reach

Total attendance (target: 100–200 participants)
Number of youth engaged through performances, ambassador roles, and attendance
Number of sponsored tickets provided to youth and newcomer families

Youth & Cultural Impact

Participation in the Youth Cultural Showcase and ambassador program
Audience engagement during the masterclass led by Chef Sharaz Mohamad
Feedback from attendees on cultural learning and overall experience

Community Engagement

Involvement of diverse participants, including newcomer families
Engagement through community partners such as ACCANO

Section 4: Marketing

i. What audiences do the proposed activity, project and/or event look to reach?

Select all that apply:

- [x] Local (within the Municipality)
- [x] Regional (within Algoma)
- [x] Tourism (those who will travel)
- [ ] Other (Please describe)

ii. Please describe the items selected (250 words maximum):

Local: The primary audience is residents of Sault Ste. Marie, including families, youth, newcomers, and community members.
Regional: The unique nature of a Caribbean culinary masterclass led by Chef Sharaz Mohamad has the potential to attract attendees from across the Algoma region, including surrounding communities and nearby towns.

By introducing a distinctive Afro-Caribbean cultural experience not commonly available in the region, the event has the potential to draw broader regional interest, increase cultural tourism, and position Sault Ste. Marie as a destination for diverse arts and culinary programming. This expanded reach supports both immediate community engagement and long-term opportunities for tourism growth and future cultural events.

iii. Please describe any specific audiences that are intended to be reached with the activity, project or event (150 words maximum):

The Caribbean Culinary & Afro-Carribean Cultural Experience is designed to engage a diverse audience within Sault Ste. Marie and the broader Algoma region. The event will reach local residents, including families, youth, and community members interested in arts, culture, and culinary experiences. A key focus is engaging youth participants, who will be involved through performances, ambassador roles, and educational activities.

The event will also prioritize newcomer families and underrepresented communities, offering sponsored access to ensure inclusivity and reduce financial barriers. Through partnerships with organizations such as ACCANO, the event will connect with diverse cultural groups and support meaningful community participation.

Additionally, the event is intended to attract individuals interested in culinary arts, including students and aspiring chefs, who will benefit from exposure to the masterclass led by Chef Sharaz Mohamad. Overall. the event aims to create an

iv. How will the activity, project or event be promoted? Please describe and include any links to social media accounts or relevant websites or organizations (maximum 250 words):

v. What age does the activity, project, or event look to reach? (Select all that apply):

- [x] 0-18
- [x] 19-34
- [x] 35-59
- [x] 60-75
- [x] 76+

vi. What is the estimated attendance or viewership of the activity, project and/or event?

- [ ] 1-50
- [ ] 51-100
- [x] 101-250
- [ ] 251-500
- [ ] 501-1,000
- [ ] 1,001-2,500
- [ ] 2,501+

vii. What is the estimated number of participants directly involved in the implementation/execution of the proposed activity, project and/or event (including staff, volunteers, participating artists, etc.)?

☐ 1-10	☑ 26-50
☐ 11-25	☐ 51+

viii. Please provide a brief description of participant composition (maximum 150 words):

The Caribbean Culinary & Cultural Experience will involve a diverse group of participants contributing to the success of the event in Sault Ste. Marie.

Volunteers (15): Provided through ACCANO, supporting event coordination, guest services, and logistics
Culinary Students (6–10): Students from Sault College assisting with food preparation and gaining hands-on experience
Youth Performers (10–15): Local youth participating in the Cultural Showcase through music, dance, and performance
Youth Ambassadors (5–8): High school-aged participants supporting guest engagement, event flow, and leadership roles
Venue Staff (10): Professional staff supporting service, setup, and operations at The Grand Gardens
Chef (1): Chef Sharaz Mohamad, leading the masterclass and dinner preparation

Section 5: Existing In-kind & Previous Funding

Applicants who are requesting **any** other type of financial or in-kind assistance from the City (all departments) as part of their activity, project and/or event must ensure that it is included in the ACAP Application Budget Template.

i. Has the applicant received ACAP funding or any other City of Sault Ste. Marie municipal cultural financial assistance in the past?

☐ Yes ☑ No

Section 6: Project, Activity/Event Budget

i. Please download, complete, and attach a copy of the ACAP Application Budget Template.

Please show how ACAP funding will be used if the Applicant's request is approved. Please include all cost categories, both eligible and ineligible, for each of the components/items of the activity, project and/or event, all expected funding sources and type of funding (grant, in- kind, cash, etc.).

Section 7: Authorization .

I, Kathryn Trainor (Name of Artist Applicant) attest that all information contained in this application, agree to fulfill the responsibilities for all activity, project and/or event deliverables contained therein and/or agreed to by the Cultural Vitality Committee and the City of Sault Ste. Marie. This application will act as a contract between the City of Sault Ste. Marie and the Applicant should the application be successful.



_____Signature 03/26/2026 _____Date

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a.moore@cityssm.on.ca
Subject Line: Cultural Financial Assistance Application – Attention: Arts and Culture Lead

Completed applications may be submitted by mail or in person to:

Community Development and Enterprise Services
Attention: Arts and Culture Lead
99 Foster Drive
Civic Centre
Sault Ste. Marie, ON
P6A 5X6

Cost Category (Types of Expenses for Project) - Add/delete rows as needed	Eligible Project Costs (Refer to ACAP Guidelines for Details)	Ineligible Project Costs (Refer to ACAP Guidelines for Details)	Funding Source (ACAP, Cash, Other Gov. Funders, Sponsors, etc.)	Funding Type (Grant, Cash, In-kind, etc.)	Quotes/Estimates (Links where applicable)
Operational Costs					
Venue Rental	$6000				
Insurance &Permits	$100				
Online Marketing - Graphics for Online Flyers	$1000				
Marketing & Promotions	$700				
Materials & Supplies Costs					
Food Ingredients	$3500				
Chef Labour- Dinner	$2500				
Cultural Decor & Displays	$1000				
Youth Engagement Materials	$300				
Equipment Costs					
Photo Booth	$1500				
Audio Equipment	$600				
Kitchen Equipment & Supplies	$800				
Artist Fees					
Community Performer Honorariums	$1300				
Other Costs					
Volunteer Support	$2000				
Sponsored Youth Tickets	$700				
Total Costs	$22,000	$ 0.00			
Total Project Costs:	$22,000				

Project Expenses

Category	Description	Vendor	Cost
Venue Rental	Banquet hall rental for masterclass and dinner	The Grand Gardens	$6,000
Food Ingredients	Ingredients for Caribbean dinner (locally sourced)	Local suppliers(TBD) (Grand Gardens)	$3,500
Chef Labour (Dinner)	Preparation and execution of dinner (incl. 1 assistant)	Chef Sharaz Mohamad	$2,500
Kitchen Equipment & Supplies	Cooking equipment and service supplies	Equipment rental (TBD) (Grand Gardens)	$800
Community Performer Honorariums	Youth performers and local artists	Local performers	$1,300
Audio Equipment	Microphones and sound support	Mark	$600
Marketing & Promotion	Posters, social media, printing	Aiden/ ACCANO	$700
Cultural Decor & Displays	Caribbean-themed décor and materials	Local suppliers	$1,000
Youth Engagement Materials	Booklets and activity pages	Superior Business Solutions	$300
Sponsored Youth Tickets	Access for youth & newcomer families	Event allocation	$700
Insurance & Permits	Event insurance and permits	Provider / municipality	$100

Total Cash Expenses

$17,500

Application Project Plan Template

Name of Applicant: Titan Tiny Home Inc.

Intake/Date: March 28th,2026

Page of 1

Activity	Start Date of Activity (M/Y)	End Date of Activity (M/Y)	Description/ Notes
Trinidad & Tobago Culinary and Cultural Experience	Fall 2026	Fall 2026	Culinary masterclass led by Chef Sharaz Mohamed followed by dinner and cultural showcase
Showcasing foods and traditions from Afro-Caribbean			Highlighting traditional cuisine and artistic expression from the Afro-Caribbean
			Promoting cultural diversity, provide culinary education by Chef Shiraz Mohammed
			Showcase traditions of Trinidad and Tobago
Culinary Masterclass	Fall 2026	Fall 2026	Lead a live culinary Masterclass demonstrating authentic dishes from Trinidad and Tobago
Cultural Dinner Experience	Fall 2026	Fall 2026	Following the masterclass experience guests will enjoy a traditional dinner
Community Cultural Performances	Fall 2026	Fall 2026	Live performances by local youth, community cultural and AfroCaribbean music and dance
AfroCaribbean Culinary & Cultural Experience	Fall 2026	Fall 2026	Chef Sharaz Mohammad will create a dynamic interactive cooking experience & sampling
Contributing to Cultural Vitality of Sault Ste. Marie	Fall 2026	Fall 2026	Enhancing city's cultural programming and tourism and tourism appeal

About the Organizer & Project Rationale

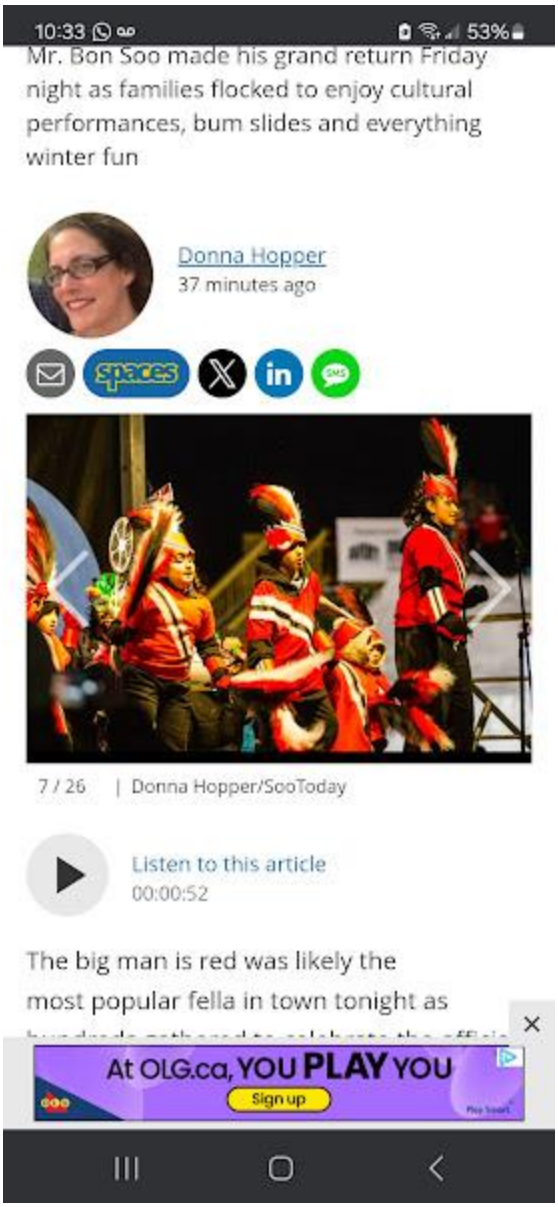
Titan Tiny Homes Inc. is a locally driven company committed to innovative housing solutions and meaningful community development in Sault Ste. Marie. Beyond its core business, Titan Tiny Homes Inc. is actively engaged in initiatives that strengthen community connections, promote inclusivity, and support underserved populations. The organization recognizes that strong, vibrant communities are built not only through infrastructure, but through shared cultural experiences, education, and opportunities for connection.

The leadership of Titan Tiny Homes Inc. reflects a strong connection to culture and community. Founder Joseph brings **Trinidadian heritage**, which directly inspires the vision behind the event and its focus on celebrating the cuisine and traditions of Trinidad and Tobago. Joseph's wife, Co-founder, Kathryn Trainor contributes to the company's identity as an **Indigenous-owned business**, reinforcing a commitment to cultural respect, inclusion, and community empowerment. Together, their backgrounds shape a values-driven approach that prioritizes cultural awareness, representation, and meaningful community impact.

The **Caribbean Culinary & Cultural Experience** reflects Titan Tiny Homes Inc.'s commitment to investing in community well-being through cultural engagement. As a growing and evolving community, Sault Ste. Marie has an opportunity to expand access to diverse cultural experiences that reflect the backgrounds and identities of both long-standing residents and newcomers. This event is important to Titan Tiny Homes Inc. because it creates a platform to celebrate cultural diversity, support local artists and youth, and foster a sense of belonging within the community.

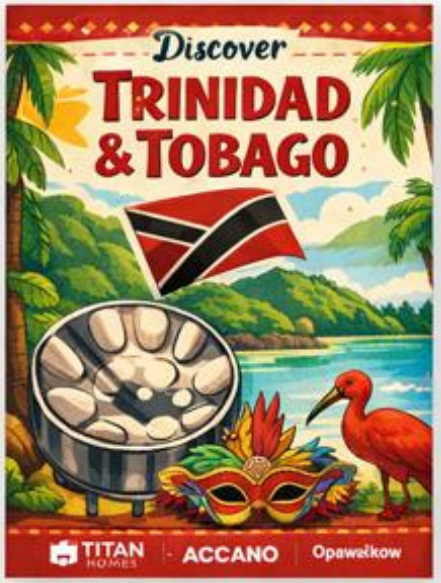
Titan Tiny Homes Inc. has demonstrated an ongoing commitment to cultural programming and community engagement in Sault Ste. Marie. The organization has supported and sponsored cultural initiatives including the **Trinidad cultural performance at the 2026 Bon Soo Festival**, and participated in **ACCANO's 2026 Black History Month event hosted at The Grand Gardens**. These contributions reflect a continued investment in celebrating cultural diversity and supporting inclusive community events.

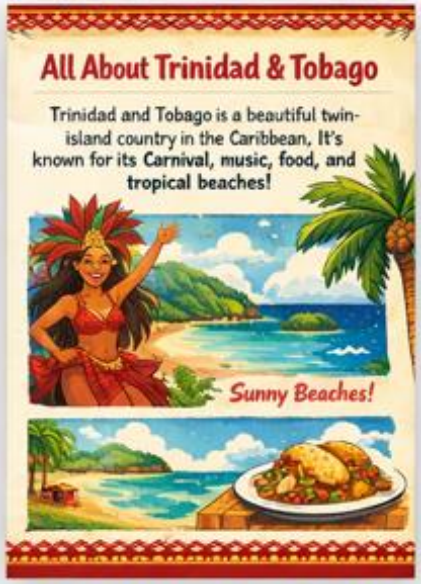
By leading this initiative, Titan Tiny Homes Inc. aims to bring people together through food, art, and shared experience while supporting educational opportunities and inclusive participation. The event also aligns with the company's broader vision of building not just housing, but **connected, inclusive communities** where individuals and families can thrive.


10:33
53%
Mr. Bon Soo made his grand return Friday night as families flocked to enjoy cultural performances, bum slides and everything winter fun
Donna Hopper
37 minutes ago
spaces
7 / 26 | Donna Hopper/SooToday
Listen to this article
00:00:52
The big man is red was likely the most popular fella in town tonight as
At OLG.ca, YOU PLAY YOU
Sign up


Titan
Tiny Homes

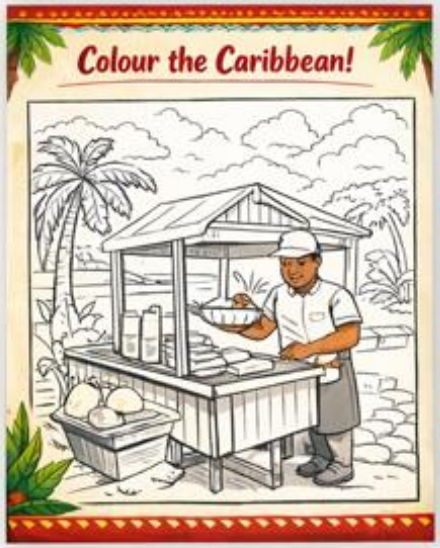

Welcome to BON SOO
TinyHomes

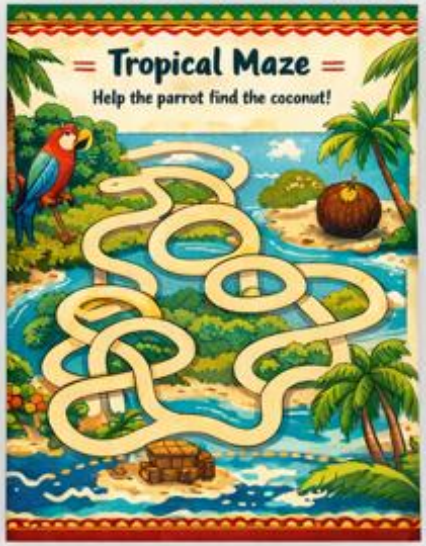

Discover
TRINIDAD & TOBAGO
TITAN HOMES
ACCANO
Opawełkow


All About Trinidad & Tobago
Trinidad and Tobago is a beautiful twin-island country in the Caribbean. It's known for its Carnival, music, food, and tropical beaches!
Sunny Beaches!


Caribbean Word Search
Find the words about Trinidad & the Caribbean!
Sunny Beaches!
Tasty Doubles!


Caribbean Word Search
CALYPSO
ROTI
MANGO
DOUBLES
TRINIDAD
ISLAND
COCONUT
PEPPER
SOCA
RICE


Colour the Caribbean!


Tropical Maze
Help the parrot find the coconut!


Island Matching Game
Beach
Drummer
Turtle
Shark & Bake


Let's Make Roti!
Ingredients
How to Make It

Trinidad and Tobago Cultural Event Decor Plan

Event Overview

This event is designed as an upscale yet budget-conscious dining experience celebrating the rich culture, elegance, and vibrancy of Trinidad and Tobago. The decor will be inspired by the national flag, incorporating its bold colors—red, black, and white—into a refined and cost-effective aesthetic.

Design Concept

The overall design will blend modern simplicity with Afro Caribbean cultural elements. The goal is to create an atmosphere that feels elevated without excessive cost, using creative materials and strong visual cohesion.

Color Palette

Inspired by the Trinidad and Tobago flag:

- **Red:** Passion, warmth, celebration
- **Black:** Strength, sophistication, depth
- **White:** Elegance, balance, and brightness

Application:

- Red used in accents and focal points
- Black as the base for linens and furniture
- White to keep the space clean and balanced

Entrance Area

- Red, black, and white balloon arch to create a welcoming and cohesive entrance focal point
- Feather-based decor (black, white and red feathers arranged in vases or stands)

Dining Tablescape Design

Table Linens

- Red tablecloths (polyester or rented for affordability)
- White runners or diagonal overlays to reflect the flag's stripe

Place Settings

- White plates (standard catering plates)
- Black or silver flatware
- Black napkins (cloth or high-quality paper folded neatly)

Centerpieces (Floral-Free)

- Tall or medium-height arrangements using black, red, and white feathers
- Use affordable vases (glass cylinders, painted bottles)
- Add LED lights inside vases for glow effect
- Optional: incorporate beads, stones, or ribbon for added texture

Table Numbers

- Printed black cards with white or gold lettering
- Simple holders (clips or small stands)

Stage / Feature Area

- Red, black, and white balloon arches to create a bold focal point (budget-friendly and high impact)
- Fabric backdrop using red, black, and white materials (optional for added depth)
- Optional: simple cultural props (steelpan display, printed artwork)

Cultural Touchpoints

- Music: curated playlist (soca, steelpan, Afro Caribbean instrumentals)

Decor Materials Strategy (Budget-Friendly)

- Use rentals where possible (linens, chair covers)
- DIY elements (printed signage, painted bottles, fabric draping)
- Bulk purchase feathers and reusable decor pieces

- Focus on lighting and color impact rather than expensive materials

Signage & Stationery

- Printed designs instead of custom fabrication
- Use cardstock or foam board
- Consistent red, black, and white color scheme

Staff Presentation

- Black attire (existing wardrobe or simple dress code)

Final Ambience Goals

- Elegant but cost-conscious
- Strong visual impact through color and lighting
- Cohesive Trinidad and Tobago identity
- Warm and inviting atmosphere

Summary

This decor plan delivers a stylish and culturally rich Trinidad and Tobago dining experience while staying mindful of budget. By replacing florals with feathers and focusing on lighting, color, and creative DIY elements, the event maintains an upscale feel without excessive cost.

Proposal for Cultural Event Funding

Trinidad & Tobago Culinary and Cultural Experience

Submitted to: City of Sault Ste. Marie
Submitted by: Titan Tiny Homes Inc. (Joseph Rattan) – Sponsoring Business Partner
In Partnership With: ACCANO
Proposed Event Date: TBD FALL 2026
Location: Sault Ste. Marie, Ontario

---

1. Event Overview

This proposal seeks funding support from the City of Sault Ste. Marie to host a community cultural event celebrating the vibrant heritage of Trinidad and Tobago through food, education, and performance.

The event will feature a **culinary masterclass led by internationally recognized chef Sharaz Mohamed**, followed by a **dinner and cultural showcase** highlighting traditional cuisine and artistic expression from the Caribbean.

This event will create an inclusive space where residents of Sault Ste. Marie can experience AfroCaribbean culture while supporting community engagement, cultural education, and youth participation.

---

2. Purpose and Objectives

The primary objectives of this event are:

- **Promote cultural diversity** within the Sault Ste. Marie community.
- **Provide culinary education** through a professional masterclass led by chef Sharaz Mohamed.
- **Showcase the cuisine and traditions of Trinidad and Tobago.**
- **Encourage youth participation** through live cultural performances.
- **Strengthen community partnerships** between local businesses and nonprofit organizations.
- **Create an accessible cultural experience** that brings together residents from diverse backgrounds.

---

3. Event Description

The proposed event will take place in two main segments:

Culinary Masterclass

Chef Sharaz Mohamed will lead a live culinary masterclass demonstrating authentic dishes from Trinidad and Tobago. Participants will learn about traditional ingredients, cooking methods, and the cultural history behind the cuisine.

The masterclass will provide an interactive and educational experience for attendees interested in culinary arts and cultural traditions.

Cultural Dinner Experience

Following the masterclass, guests will enjoy a curated dinner featuring traditional Trinidad and Tobago cuisine prepared in collaboration with local culinary partners.

The dinner will highlight authentic dishes and ingredients that represent the rich culinary heritage of the Caribbean.

Community Cultural Performances

The evening will also include live performances by:

- Local children and youth groups
- Community cultural performers
- AfroCaribbean-inspired music and dance presentations

These performances will showcase cultural storytelling, music, and dance, allowing young performers to share their talents and cultural pride with the community.

Event Experience & Atmosphere

The **AfroCaribbean Culinary & Cultural Experience** is designed as an immersive and interactive event that brings guests into the heart of the experience from the moment they arrive.

At the center of the venue, the chef's station—led by **Chef Sharaz Mohamad**—will serve as the focal point of the evening. Positioned prominently at the front of the space, the cooking area will create a dynamic environment where guests can follow each step of the masterclass.

The experience will be highly interactive, with guests invited to **sample dishes as they are prepared** and select audience members participating alongside the chef in simple preparation steps. This hands-on approach transforms the event into a shared cultural experience.

The venue will be arranged to balance comfort and engagement, with seating designed to maintain a strong connection to the chef's station. The atmosphere will be warm and vibrant, enhanced by cultural décor and live performances throughout the evening.

Overall, the event offers a **memorable, multi-sensory experience** where food, culture, and community come together—giving guests the opportunity to learn, participate, and connect.

4. Community Impact

This event will contribute to the cultural vitality of Sault Ste. Marie by:

- Providing **an educational and interactive cultural experience**
- Supporting **local arts and youth performers**
- Encouraging **cross-cultural dialogue and understanding**
- Strengthening partnerships between **local businesses and nonprofit organizations**
- Enhancing the city's **cultural programming and tourism appeal**

The event will also provide opportunities for local vendors, volunteers, and community members to participate and contribute.

---

5. Partnerships

This event is a collaboration between:

Sponsoring Business:
Titan Tiny Homes Inc.

Community Partners:
ACCANO, Sault College

Together, the partners will coordinate event planning, promotion, logistics, and community outreach.

Additional collaboration with local cultural groups and volunteers will ensure a diverse and inclusive event experience.

---

6. Funding Request

We respectfully request financial support from the City of Sault Ste. Marie to assist with the following event costs:

- Venue rental
- Culinary ingredients and food preparation
- Audio/visual equipment
- Cultural performance coordination
- Marketing and promotional materials
- Event staffing and logistics

City funding will help ensure the event remains accessible and affordable for community members.

---

7. Marketing and Promotion

The event will be promoted through:

- Social media campaigns
- Community partner networks
- Local media outlets
- Posters and flyers distributed across Sault Ste. Marie
- Collaboration with cultural organizations and schools

Promotion will emphasize the event as a **family-friendly cultural celebration**.

8. Expected Attendance

We anticipate attendance of approximately **100-200 guests**, including community members, families, cultural groups, and culinary enthusiasts.

---

9. Conclusion

This event represents a meaningful opportunity to celebrate cultural diversity and community connection through food, education, and performance.

With support from the City of Sault Ste. Marie, this initiative will provide a unique cultural experience for residents while fostering greater appreciation for the traditions of Trinidad and Tobago.

We look forward to partnering with the City to bring this enriching community event to life.

Afro-Caribbean Culinary & Cultural Experience

Location: Sault Ste. Marie

Featuring a culinary masterclass and cultural dining experience led by **Chef Sharaz Mohamad**, celebrating cuisine and culture from **Trinidad and Tobago**.

Ticket Revenue (Separate from Grant Budget)

Admission revenue will be paid directly to **Chef Sharaz Mohamad** for providing the culinary masterclass and dinner experience.

Ticket Type	Price
Adult	$130
Child	$70

Estimated attendance: **200 guests**

Additionally, **Chef Sharaz Mohamad** will cover his **own travel and accommodation**, representing further in-kind support to the project.

Funding Structure

Subtotal Cash Expenses

$17,500

In-Kind Contributions

Contribution	Description	Provider	Value
Volunteer Support	Event volunteers, outreach, coordination	ACCANO	$2,000
Photo Booth Experience	Photo booth for guest engagement and event enhancement	Opawamow Group	$1,500
Online Marketing	Create Graphics for online flyers	GLV Marketing	$1,000

Total In-Kind Contributions

$4,500

Source	Amount
Sponsor – Titan Tiny Homes Inc.	$3,000
Grant Request – City of Sault Ste. Marie Arts & Cultural Assistance Program	$15,500

Total Event Value

$23,000

Youth Engagement

The **Afro-Caribbean Culinary & Cultural Experience** is committed to meaningful youth engagement by creating opportunities for young people in Sault Ste. Marie to actively participate in cultural arts, performance, leadership, and culinary learning.

A key component of the event will be a **Youth Cultural Performance Showcase**, featuring local children and youth presenting music, dance, and cultural performances inspired by Afro-Caribbean traditions. This platform will provide young performers with valuable stage experience while fostering confidence, creativity, and cultural expression.

To further support accessibility and inclusion, the event will offer a number of **sponsored tickets for youth and newcomer families** who may not otherwise have the opportunity to attend. This initiative ensures that diverse members of the community can experience the cultural and educational benefits of the event, with a focus on engaging youth from underrepresented and newcomer backgrounds.

In addition to performance opportunities, the event will introduce a **Youth Ambassador Program**, providing selected youth with leadership roles during the event. Youth ambassadors will assist with welcoming guests, supporting event coordination, and helping guide attendees through the cultural experience. This hands-on involvement will build leadership skills, confidence, and a sense of community ownership.

Youth participants will also have opportunities to engage with the culinary component of the event by observing and interacting with **Chef Sharaz Mohamad** during the masterclass, gaining exposure to international cuisine, food preparation techniques, and the cultural significance of Caribbean culinary traditions.

To enhance the educational experience, **all youth in attendance will receive a take-home booklet** featuring information about Trinidad and Tobago, its culture, and its cuisine, along with **age-appropriate activity pages such as coloring sheets** inspired by Caribbean food and cultural elements. This will provide an engaging and accessible way for youth to continue learning beyond the event.

Through these combined initiatives, the event will support youth development by promoting cultural awareness, artistic participation, leadership development, and inclusive access to community-based arts programming. This approach aligns with the goals of the **City of Sault Ste. Marie Arts & Cultural Assistance Program** by fostering community engagement, supporting emerging talent, and expanding access to diverse cultural experiences for young people in Sault Ste. Marie.

Educational Impact

The **Caribbean Culinary & Cultural Experience** will provide a valuable educational opportunity for emerging culinary professionals and community members in Sault Ste. Marie. Through the culinary masterclass led by **Chef Sharaz Mohamad**, participants will gain direct exposure to the techniques, ingredients, and cultural context of traditional cuisine from Trinidad and Tobago. The masterclass will explore not only cooking methods but also the historical and cultural influences that shape Caribbean food traditions, including the blending of African, Indian, Indigenous, and European culinary practices.

As part of the program's commitment to education and community engagement, complimentary admission will be provided to selected culinary students and representatives from Algoma University. This will allow students to observe a professional chef demonstrating authentic international cuisine while learning about menu development, cultural storytelling through food, and the practical logistics of hosting a culinary event.

The event also provides an opportunity for students and young performers to interact with community artists and cultural practitioners, reinforcing the role of food and performance as interconnected cultural arts. By creating direct engagement between professional culinary talent, students, and the broader community, the project contributes to the development of culinary knowledge, cultural awareness, and creative inspiration among participants in Sault Ste. Marie.

This educational component supports the goals of the City of Sault Ste. Marie Arts & Cultural Assistance Program by fostering cultural learning, supporting emerging artists and students, and expanding access to diverse cultural experiences within the community.

ACCANO
PO Box 24025
SSM, ON, P6C 6G7

To the Arts and Cultural Assistance Program,

On behalf of the African Caribbean Canadian Association of Northern Ontario (ACCANO), I am pleased to offer our strong and enthusiastic support for the upcoming cultural culinary event celebrating Trinidadian cuisine through an interactive masterclass and curated dining experience. This exciting initiative, led by Joseph Rattan, Founder of Titan Tiny Homes Inc., reflects a meaningful investment in cultural expression, community connection, and experiential learning. We commend Mr. Rattan for his leadership and his financial and in-kind contributions that are helping bring this vibrant event to life.

At ACCANO, our mission is rooted in promoting cultural awareness, inclusion, and community engagement across Northern Ontario. We recognize the powerful role that food plays in storytelling, education, and bringing people together. This event will not only showcase the rich flavors and traditions of Trinidadian cuisine but will also create a welcoming space for dialogue, learning, and cross-cultural appreciation. We believe it will serve as a valuable platform to celebrate the diversity of Afro-Caribbean heritage while strengthening community bonds.

In support of this initiative, ACCANO is committed to contributing in the following ways:

Event Promotion: We will actively promote the event through our established networks, social media platforms, and community partners to maximize visibility, engagement, and attendance.

Ticket Sales Support: Our team will assist in driving ticket sales by engaging our membership base and broader community, helping to ensure strong participation and overall event success.

Community Networking: ACCANO will leverage its extensive relationships with local organizations, cultural groups, and stakeholders to broaden the event's reach, encourage collaboration, and enhance its overall community impact.

Volunteer Assistance: We will provide dedicated volunteers to support event coordination, guest services, and logistics, ensuring a smooth and positive experience for all attendees.

Event Setup & Experience: ACCANO will assist with event setup and atmosphere, helping to create an inviting, culturally rich, and well-organized environment that reflects the spirit of the event.

ACCANO is proud to support initiatives that foster connection, celebrate cultural diversity, and provide meaningful educational experiences. We are confident that this event will be a tremendous success and a lasting contribution to the cultural landscape of our community.

Thank you for your consideration.

Sincerely,
Dave Mornix
President
African Caribbean Canadian Association of Northern Ontario (ACCANO)

Youth Educational Handout for age 6-12 participants (Take-Home Booklet)

Each youth participant will receive a **fun and educational booklet** designed to extend learning beyond the event. Below is a sample outline:

Title: *Discover Trinidad & Tobago!*

Page 1: Welcome Page

- "Welcome to the Caribbean!"
- Map showing location of Trinidad and Tobago
- Fun fact: "Trinidad & Tobago is made up of two islands!"

Page 2: Culture & Music

- Brief intro to Caribbean music styles (steelpan, calypso)
- Question: "Can you name an instrument you saw today?"

Page 3: Food & Flavours

- Simple descriptions of foods like roti, doubles, and jerk-style spices
- Matching activity: Match the food to its name

Page 4: Meet the Chef

- Short intro to **Chef Charaz Mohamad**
- Question: "What dish did you enjoy the most?"

Page 5: Coloring Page

- Caribbean food plate (roti, rice, vegetables)
- Cultural patterns or island-themed imagery

Page 6: My Experience

- "Draw your favorite part of today!"
- "What did you learn?"

Page 7: Word Search / Puzzle

- Words like: CARIBBEAN, ROTI, MUSIC, DANCE, CULTURE

Youth Performer Opportunities & Engagement

The **Afro-Caribbean Culinary & Cultural Experience** is designed to provide meaningful, skill-building opportunities for youth performers in Sault Ste. Marie by creating a supportive platform for artistic expression, leadership development, and cultural learning.

The event will actively collaborate with local high schools and community organizations such as the Indian Friendship Centre to identify and invite youth participants from diverse backgrounds. This approach ensures inclusive representation while strengthening connections between cultural communities and young people in the region.

Youth performers will take part in a **Youth Cultural Showcase**, where they will present music, dance, and spoken word performances. This opportunity provides:

- Real-world stage experience in a professional event setting
- Confidence-building through public performance
- Exposure to diverse cultural expressions and audiences
- Recognition and validation of their creative talents

In addition to performance opportunities, selected participants will be invited to join the **Youth Ambassador Program**. Youth ambassadors will take on leadership roles such as welcoming guests, assisting with event coordination, and supporting performers. This experience will help develop communication, teamwork, and leadership skills while fostering a sense of ownership and pride in the event.

Through these combined opportunities, youth will not only participate in the arts but also gain valuable life skills, mentorship exposure, and a deeper understanding of cultural diversity.


Chef Sharay Culinary Academy
MASTERCLASS
MENU ITEMS
CRAB ACCRA & LOCAL TAMBRIND CHUTNEY
CRUSTED PLANTAIN SHRIMP & TRINI MANGO CHOW
CAYPSO CHICKEN & CARIBBEAN POLENTA
TRINI STEW LAMB, SWEET POTATO & POTATO MASH
CHEF'S CREME' CARAMEL


Chef Sharay Culinary Academy
MASTERCLASS
MENU ITEMS
AMUSE BOUCHE
MINI DOUBLES SPHERE
COCOA - INFUSED SMOKE
KINGFISH
SOUP CALLALOO VELOUTE
WITH CRAB QUENELLE
PAN-SEARED SNAPPER &
PLANTAIN RISOTTO
COCOA & RUM BRAISED
SHORT RIBS
DECONSTRUCTED
SWEETBREAD & SORREL
SORBET

Chef Sharaz Culinary Academy

FOOD IS LIFE SINCE 2022

CHEF'S TABLE DINNER MENU

5 COURSE MENU

TRINI LOBSTER ACCRA
SERVE WITH LOCAL
TAMBRIND CHUTNEY

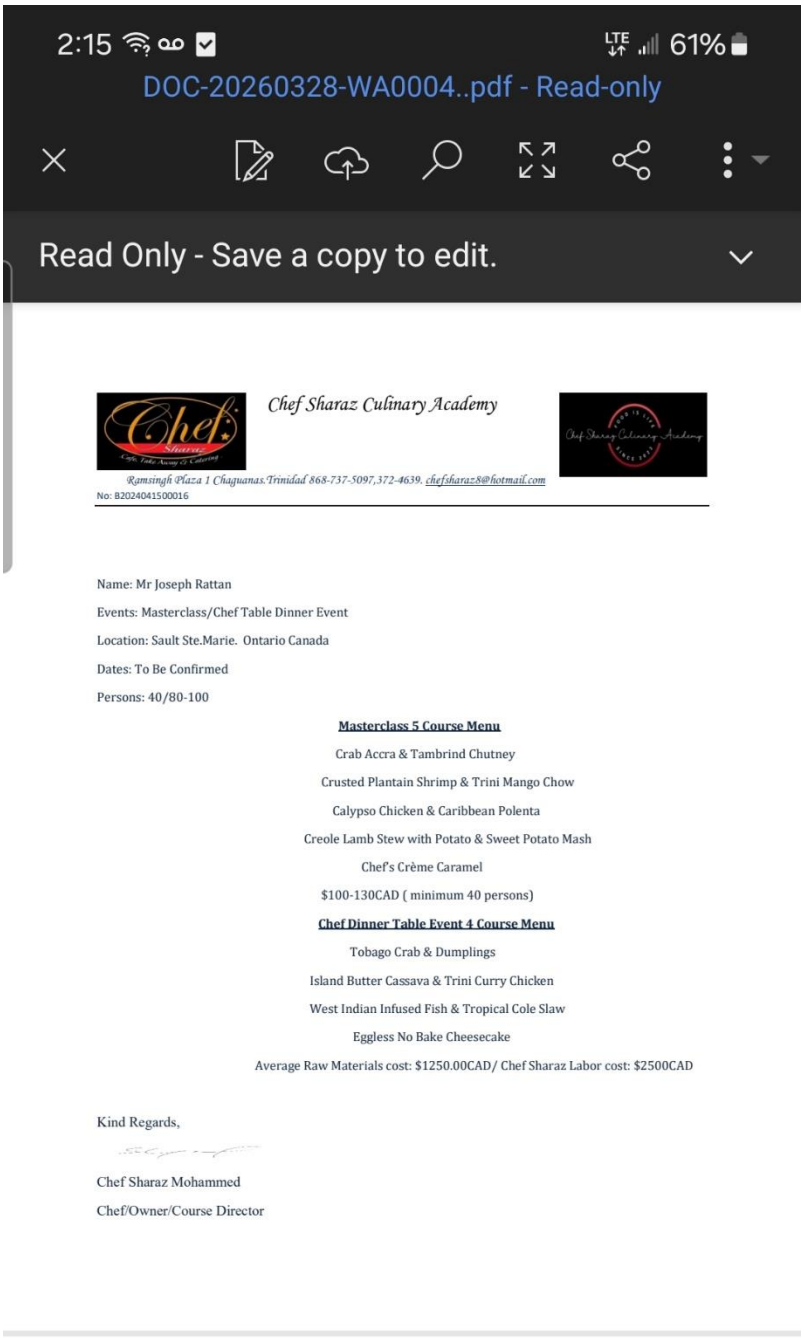
ISLAND INSPIRED PLANTAIN
SHRIMP TOPPED WITH A
SHADOW BENI MANGO CHOW

CALYPSO CHICKEN ROULADE
& CARIBBEAN POLENTA



CREOLE STEW LAMB &
WHIPPED PROVISION MASH

CHEF'S CREME CARAMEL


2:15
LTE 61%
DOC-20260328-WA0004..pdf - Read-only
Read Only - Save a copy to edit.
Chef Sharaz Culinary Academy
Ramsingh Plaza 1 Chaguanas.Trinidad 868-737-5097,372-4639. chefsharaz8@hotmail.com
No: B2024041500016
Name: Mr Joseph Rattan
Events: Masterclass/Chef Table Dinner Event
Location: Sault Ste.Marie. Ontario Canada
Dates: To Be Confirmed
Persons: 40/80-100
Masterclass 5 Course Menu
Crab Accra & Tambrind Chutney
Crusted Plantain Shrimp & Trini Mango Chow
Calypso Chicken & Caribbean Polenta
Creole Lamb Stew with Potato & Sweet Potato Mash
Chef's Crème Caramel
$100-130CAD (minimum 40 persons)
Chef Dinner Table Event 4 Course Menu
Tobago Crab & Dumplings
Island Butter Cassava & Trini Curry Chicken
West Indian Infused Fish & Tropical Cole Slaw
Eggless No Bake Cheesecake
Average Raw Materials cost: $1250.00CAD/ Chef Sharaz Labor cost: $2500CAD
Kind Regards,
Chef Sharaz Mohammed
Chef/Owner/Course Director


Titan
Tiny Homes


166 of 211
ACCANO
Bringing People Together!
Accano Canada
Feb 28 ·
Like
Comment
Share


Welcome to BON SOO
Tiny Homes

10:33 53%

Mr. Bon Soo made his grand return Friday night as families flocked to enjoy cultural performances, bum slides and everything winter fun



Donna Hopper
37 minutes ago



7 / 26 | Donna Hopper/SooToday

Listen to this article
00:00:52

The big man is red was likely the most popular fella in town tonight as

At OLG.ca, YOU PLAY YOU
Sign up
Play Smart

Early intake submission deadline: **Last Friday in October** of each calendar year by 4:30pm EST

Late intake submission deadline: **Last Friday in March** of each calendar year by 4:30pm EST

Applications That are Incomplete or Missing Supporting Documentation Will Not be Accepted or Eligible for Review

In addition to this completed application, the following documents are to be formatted as described in the Application Process section of the **ACAP Guidelines** document and submitted as attachments:

- List of Board of Directors and Officers of the organization and their contact information
- Operating budget of the applicant organization for the current fiscal year
- Financial statements from last year, including balance sheet and income statement
- Links to related social media accounts or websites (if applicable)
- Documentation/support material of past projects that would demonstrate the Applicant's ability to successfully undertake and complete the project
- ACAP Project Plan Template
- ACAP Application Budget Template
- Quote documents for small capital/equipment purchases and/or print materials (if applicable)

Section 1: Organization Information

i. Organization Name:
Algoma Arts Festival Association

ii. Organization: Address: (Street, Postal Code, City)
680 Albert Street East, Sault Ste. Marie, Ontario P6A 2K6

iii. Organization Contact Information: (Phone, Cell, Email)

705-949-0822, admin@algomafallfestival.com

iv. Organization Contact Person & Alternative Contact Person:

Name	Donna Hilsinger	Name
Title	Executive Director	Title
Phone	705-949-0822	Phone
Email	donna@algomafallfestival.c	Email

v. Please briefly describe the Organization's mandate, goals, and objective (maximum 250 words):

The Algoma Arts Festival Association (AAFA) is celebrating 54 years in 2026. AAFA is the producer and presenter of the Algoma Fall Festival, a multi-disciplinary arts celebration held each year in Sault Ste. Marie, Ontario, Canada in October. The Festival presents a range of programming that includes music, theatre, dance, literature, culinary arts and the visual arts.

The Association also delivers the Festival of Learning; an extensive regional arts outreach and education program that had a positive impact on 5,000 youth annually.

The Association was incorporated in 1972 as a not-for-profit corporation.

Our Mission: to enhance life for the people of our Northern community by bringing to them the experience of excellence in the visual and performing arts.

Our Vision: to be a multi-disciplinary arts festival that;

• Engages the residents of the Algoma Region,
• Attracts visitors from outside the Algoma Region,
• Contributes to the vibrancy of the community,
• Contributes to the health of the local economy,
• Presents a wide range of extraordinary performing, literary, visual and culinary arts experiences,
• Introduces these arts to new audiences,
• Provides opportunities for learning and engagement for children and youth,
• Has the required resources to be sustainable and successful.

vi. Please indicate the organization's discipline of focus:
Visual arts, performing arts, media arts, literary arts, multi & interdisciplinary arts, heritage arts, public art, other, and description (maximum 50 words):

The Algoma Fall Festival is a vibrant multi-disciplinary cultural celebration showcasing new and renowned Canadian performers, featuring world-class music, dance, theatre, literary arts and visual arts.

Section 2: Type of Grant & Funding Amount Requested

Applicants may choose one grant stream that best supports their project needs and objectives. **Please refer to the ACAP Guidelines.**

Please select only one:

Small Project Grant ☐

Large Project Grant ☐

Operating Grant ☑

Seed Funding ☐

Community Events Grant ☐

Major Cultural Celebrations Grant ☐

Cultural Diversity Grant ☐

ACAP Request Amount ($) 10,000.00

Section 3: Description of Activities, Projects and Events

Please download, complete and include the completed ACAP Application Project Plan Template for the proposed activity, project and/or event as an attachment.

i. Project Name or Working Title:
Algoma Fall Festival 2026

ii. Activity/Project and/or Event **Start Date:**
October 1, 2026

iii. Activity/Project and/or Event **End Date:**
October 30, 2026

iv. Activity/Project and/or Event Location:

(Physical address or for virtual projects/programming/events please include links to websites, social media etc. where programming will take place/be present, maximum 50 words):
Events will take place throughout the month of October 2026 and span across several venues within the City. Venues options include:

- The Machine Shop, 83 Huron Street
- The LOFT at the Algoma Conservatory of Music, 75 Huron Street
- The Pavilion at The Water Tower Inn, 360 Great Northern Road
- Sault Community Theatre Centre - Trunk Road
- School classrooms and auditoriums

v. Please describe the activity, project, or event and any relevant goals or objectives (maximum 750 words):

The Algoma Fall Festival (AFF) will celebrate its 54th season in October 2026 with a vibrant and inclusive program of live music, visual arts, cultural exhibitions, and nationally recognized performances. Set against the stunning backdrop of Northern Ontario's autumn landscape, the festival transforms Sault Ste. Marie into a hub of artistic activity, offering high-quality, accessible cultural experiences across multiple venues. AFF has a long-standing reputation for excellence and community connection, and the 2026 season will continue to build on this legacy while deepening its impact across diverse audiences.

The 2026 festival will feature approximately seven ticketed and 3 free to the community events, ensuring a balance between sustainability and accessibility. Programming will span multiple artistic disciplines, including music, visual arts, literature and experiential workshops designed to engage audiences in meaningful and interactive ways. A central focus of this year's programming will be the presentation of feature performances by Indigenous artists, highlighting diverse voices and perspectives while supporting reconciliation through the arts. These performances will not only showcase artistic excellence but also provide opportunities for dialogue, learning, and cultural exchange within the community.

A key initiative for 2026 is a Festival of Learning Artist-in-Residence program. This program will embed professional artists within local schools and community settings, creating immersive, hands-on learning experiences for students. Through workshops, collaborative projects, and live demonstrations, students will gain direct exposure to creative practices while developing a deeper understanding of artistic expression, set design and production. This initiative supports both educational outcomes and community well-being by fostering creativity, confidence, and cultural awareness among youth.

AFF will continue it's annual Festival of Learning outreach program, which is expected to engage approximately 5,000 students across the region. Delivered in partnership with local school boards and supported by community organizations, this program includes workshops, performances, and curriculum-connected

vi. How does this activity, project, or event support the current Community Culture Plan? Please select all community programs and impact priorities that the project supports.

- [x] Complement and support existing City initiatives, plans and projects and contribute effectively to the development of arts, culture and heritage in Sault Ste. Marie
- [x] Contribute to the economic and social diversity of SSM through the development of arts, culture and heritage products and tourism
- [ ] Promote effective, meaningful and equitable community engagement and consultation processes
- [x] Provide mentorship and participatory opportunities for youth, diversity and historically underrepresented groups in the community
- [x] Increase organizational capacity and sustainability of local art organizations, collectives and artists (including Applicants)
- [ ] Provide professional development opportunities for emerging and professional arts, culture and heritage practitioners (including Applicants)
- [x] Fosters community connections, partnerships and networks
- [x] Provides opportunities for volunteerism
- [x] Significantly contributes to the quality of life and sense of identity in Sault Ste. Marie

Please explain these selections (750 words maximum):

The Algoma Fall Festival (AFF) strongly supports and aligns with the priorities of Sault Ste. Marie's Community Culture Plan. Through its programming, partnerships, and outreach, AFF contributes directly to the development of arts, culture, and heritage in the community while complementing and strengthening existing city initiatives, plans, and projects.

AFF actively complements and supports municipal cultural priorities by working in partnership with local organizations, educational institutions, and tourism organizations. The festival activates established venues and community spaces, contributing to the City's ongoing efforts to maximize the use of cultural infrastructure and increase public access to the arts. By aligning its programming with existing initiatives such as cultural tourism strategies, community engagement efforts, and arts development goals AFF helps build a more coordinated and sustainable cultural sector.

The festival also contributes meaningfully to the economic and social diversity of the community through arts, culture, and heritage experiences. AFF attracts visitors from outside the region, supporting local businesses and contributing to the city's tourism economy, particularly during the fall season. At the same time, its programming reflects a wide range of cultural expressions. This approach supports a more inclusive cultural landscape and

vii. What are the benefits to audiences, participants, and/or the community of Sault Ste. Marie that are intended upon successful completion and implementation of this activity, project or event? (500 words maximum):

The Algoma Fall Festival (AFF) enriches the community of Sault Ste. Marie, offering a unique cultural experience each October. The festival provides an exciting month of events that attracts visitors to Northern Ontario, inviting them to explore the natural beauty of the Algoma region in the fall while discovering the vibrant, unexpected cultural scene that Sault Ste. Marie has to offer. From exceptional restaurants to one-of-a-kind cultural experiences and a wide array of outdoor recreational opportunities, SSM is a destination to be experienced.

For over 50 years, the festival has been a staple event in the Algoma region, showcasing internationally recognized and Canadian artists, major visual art exhibitions in partnership with The Art Gallery of Algoma, and a variety of musical, artistic, and cultural performances. The AFF has been a celebration of arts, culture, entertainment, and music, held during Ontario's most colorful season.

The importance of bringing Canadian arts and culture to Northern Ontario cannot be overstated. Not only does it complement the region's well-established tourism attractions like outdoor recreation and nature, but it also enriches the lives of people living in Sault Ste. Marie as well as those living both regionally and from other parts of Ontario. In this way, the AFF stands as a significant cultural provider, offering a diverse range of nationally iconic artists, including highlights such as:

viii. If ACAP funding for this activity, project or event is approved, please describe what the applicant considers to be successful implementation. How will the applicant measure success (250 words maximum):

Successful implementation will be the ability to contract and begin to promote the 2026 Festival far in advance and begin to generate interest early, not only to build audiences but to leverage possibly opportunities to increase tourism in the City.

Another successful aspect of implementation will be the ability to run paid advertising and publicity plans months earlier than we have in recent years. We hope to announce the Festival in June this year to foster partnership opportunities and also to increase the likelihood of tourism.

Success will be measured through attendance numbers, including a breakdown of demographics and origin (local, visitor) and furthermore through other quantifiable numbers (eg. hotel packages), local partnerships (business, sponsorship, in-kind, grassroots community partnerships).

A TREIM study will also be performed to properly measure the economic impact of the event.

Section 4: Marketing

i. What audiences do the Activity, Project and/or Event look to reach? Select all that apply:

- [x] Local (within the Municipality)
- [x] Regional (within Algoma)
- [x] Tourism (those who will travel to take part or view)
- [ ] Other (Please describe)

Other please describe (250 words maximum):

ii. Please describe any specific audiences that are intended to be reached with the activity, project, or event (150 words maximum):

This project seeks to reach multiple groups through earned and paid marketing and publicity plans including:

- Female 35+
- Gen X, (Born 1965 – 1980) ages 45 – 59
- Boomers II, (Born 1955 – 1964) ages 60 +
- Young Urban Travelers (20-30)
- Generation Y (Millennials), (Born 1981-1994) who are also Outdoor / Cultural Enthusiasts

We will geographically target groups that originate within and also outside the Algoma Region, including Northern Michigan.

iii. How will the activity, project, or event be promoted? Please describe and include any links to social media accounts or relevant websites or organizations (maximum 250 words):

Marketing for the AFF will include a comprehensive paid plan including:

Village Media Digital News and Community Websites such as Soo Today
- Provides website and collateral design services, strategic marketing planning and implementation.
- Algoma Region, Sudbury, North Bay, Elliot Lake,Timmins
- $25,000 value in-kind and approximately $15,000 paid

AFF Geo-Targetted Social Media advertising
- Instagram and Facebook
- Northern Michigan, Algoma Region, Sudbury, North Bay, Timmins
- $7000 paid

Rogers Radio
- paid radio, social and email, web marketing
- Algoma Region/Sudbury
- $2000 paid

Google Ads, Youtube
- paid geo-targeted advertising
- Northern Michigan, Algoma Region, Sudbury, North Bay, Timmins

iv. What age does the activity, project, or event look to reach? (Select all that apply)

- [x] 0-18
- [x] 19-34
- [x] 35-59
- [x] 60-75
- [ ] 76+

v. What is the estimated attendance or viewership of the activity, project and/or event?

- [ ] 1-50
- [ ] 51-100
- [ ] 101-250
- [ ] 251-500
- [ ] 501-1,000
- [ ] 1,001-2,500
- [x] 2,501+

vi. What is the estimated expected number of participants directly involved in the implementation/execution of the activity, project or event (including staff, volunteers, artists, etc.)?

☐ 1-10 ☑ 26-50

☐ 11-25 ☐ 50+

Please provide a brief description of participant composition (maximum 150 words):

20-25 Volunteers (Community and Board Members)
15 Artists
4 Sound and Lighting Techs
25 FOH Staff, Ushers, Staff and Management at Various Venues
15-20 Educational Staff as part of the AFF Educational Outreach Program

Section 5: Existing In-kind & Previous Funding

Applicants who are requesting **any** other type of financial or in-kind assistance from the City (all departments) as part of their activity, project and/or event must ensure that it is included in the ACAP Application Budget Template.

i. Has the applicant organization or collective received ACAP funding or any other City of Sault Ste. Marie municipal cultural financial assistance in the past?

Yes ☑ No ☐

Section 6: Project Budget

i. Please download, complete, and attach a copy of the ACAP Application Budget Template.

Please show how ACAP funding will be used if the Applicant's request is approved. Please include all cost categories, both eligible and ineligible, for each of the components/items of the activity, project and/or event, all expected funding sources and type of funding (grant, in- kind, cash, etc.).

Section 7: Authorization

As an authorized representative of the Algoma Arts Festival Association (Organization/Collective Name), I, Donna Hilsinger (Name of Organization/Collective Contact) attest that all information contained in this application, agree to fulfill the responsibilities for all activity, project and/or event deliverables contained therein and/or agreed to by the Cultural Vitality Committee and the City of Sault Ste. Marie. This application will act as a contract between the City of Sault Ste. Marie and the Applicant should the application be successful.

Donna Hilsinger Signature March 27, 2026 Date

Completed applications and supporting documentation may be submitted by email to:

a.moore@cityssm.on.ca
Subject Line: Cultural Financial Assistance Application – Attention: Arts and Culture Lead

Completed applications may be submitted by mail or in person to:

Community Development and Enterprise Services
Attention: Arts and Culture Lead
99 Foster Drive
Civic Centre
Sault Ste. Marie, ON
P6A 5X6

AAFA BUDGET 2026

ACAP Grant 2026		**Budget**
		2026
REVENUES		
Grant Revenue	$	75,000.00
SSM Cultural Grant	$	10,000.00
Sponsorships	$	10,000.00
Ticket Sales	$	75,000.00
Miscellaneous	$	-
Festival of Learning Sponsorship	$	20,000.00
	$	-
Total Revenues	$	190,000.00
EXPENSES		
Artistic Fees	$	75,000.00
Artist Expenses	$	5,000.00
Socan	$	3,000.00
Production & Venue	$	8,000.00
Production Staff	$	-
Venue Rental	$	4,000.00
Marketing	$	25,000.00
Salaries & Benefits	$	25,000.00
Accounting	$	1,500.00
Audit	$	2,500.00
Rent	$	-
Office Expenses & Administration	$	5,000.00
Festival of Learning	$	20,000.00
Other	$	-
Total Expenses	$	174,000.00
Profit/Loss	$	16,000.00

Cost Category (Types of Expenses for Project) - Add/delete rows as needed	Eligible Project Costs (Refer to ACAP Guidelines for Details)	Ineligible Project Costs (Refer to ACAP Guidelines for Details)	Funding Source (ACAP, Cash, Other Gov. Funders, Sponsors, etc.)	Funding Type (Grant, Cash, In-kind, etc.)	Quotes/Estimates (Links where applicable)
Operational Costs					
Advertising	25000		Other Gov	Grant	
Wages	25000		ACAP, Other Gov	Grant	
Profesional Fees	4000		ACAP, Other Gov	Grant	
Office	2500		ACAP, Other Gov		
Materials & Supplies Costs					
Equipment Costs					
Artist Fees					
Artist Fees 2026	75000		Other Gov & Event	Grant & Event Rev	
Production Fees 2026	12000		Other Gov & Event	Grant & Event Rev	
Festival of Learning	10000		Other Gov & Sponsors	Grant	
Other Costs					
Total Costs	$ 153,500.00	$ 0.00			
Total Project Costs:	$ 153,500.00				

Notes					
1) For Small Projects ($2,999 or less) Eligible Project Costs can = 100% of Total Project Costs	2) For Large Projects ($3,000-$20,000) Eligible Project Costs must = 75% or less of Total Project Costs	3) For Operational and Seed Projects Eligible Project Costs must = no more than 25% of Total Operating Budget of the Organization/Start up	4) For Small Festivals/Events ($5,000 or less) Eligible Project Costs must = 75% or less of Total Project Costs	5) For Large Festivals/Events ($5,000-$10,000) Eligible Project Costs must = 75% or less of Total Project Costs	6) Cultural Diversity Projects are reviewed on a case by case basis with no Total Project Cost % Restrictions

Application Project Plan Template

Name of Applicant: Algoma Arts Festival

Intake/Date: 680 Albert Street East,

Page d**of**

Activity	Start Date of Activity (M/Y)	End Date of Activity (M/Y)	Description/ Notes
Regular Board Meetings	01/2026	12/2026	Monthly Board meetings for financial planning and programming
Funding and Sponsorship Outreach	03/2026	07/2026	meeting with and securing sponsors
Confirm Programming and Announce Festival	04/2026	06/2026	organizing programming, offers, contracts, website, announce Festival
Secondary Press Releases and Event Announcements	07/2026	08/2026	further public relations to promote Festival
Marketing and Publicity Plan Execution	07/2026	10/2026	Targeted marketing and PR to local and regional market
Volunteer Outreach and Organization	08/2026	09/2026	Connect with Volunteer Network and arrange event scheduling
Final Venue Details and Advance All Artists	08/2026	10/2026	Finalize set ups and artists/event requirements with venue and production team
Production of Ticketed Performances	10/2026	10/2026	Hold Performances and Events
Arts Outreach and Festival of Learning	10/2026	11/2026	Hold Festival of Learning Workshops and Performances

Application Project Plan Template

Name of Applicant: Donna Hilsinger

Intake/Date: Executive Director

Page of 705

Activity	Start Date of Activity (M/Y)	End Date of Activity (M/Y)	Description/ Notes
Final Review, Wrap Up and Reporting	11/2026	12/2026	Compilation of statistics and results - sharing as required

ALGOMA ARTS FESTIVAL ASSOCIATION

FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2024

(Unaudited)

ALGOMA ARTS FESTIVAL ASSOCIATION

INDEX TO THE FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2024

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FINANCIAL STATEMENTS	
Statement of Financial Position	2
Statement of Operations and Net Assets	3
Statement of Cash Flows	4
Notes to the Financial Statements	5

SURACI & OLSZEWSKI
CHARTERED PROFESSIONAL ACCOUNTANTS

Suraci & Olszewski LLP
369 Queen Street E. Suite 302
Sault Ste. Marie, ON
P6A 1Z4
P: 705.253.0110
F: 705.253.1771
www.ssmcpas.ca

Independent Practitioner's Review Engagement Report

To the Directors of: Algoma Arts Festival Association

We have reviewed the accompanying financial statements of the **Algoma Arts Festival Association** that comprise the statement of financial position as at December 31, 2024 and the statements of operations and changes in net assets , and cash flows for the year then ended and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Practitioner's Responsibility

Our responsibility is to express a conclusion on the accompanying financial statements based on our review. We conducted our review in accordance with Canadian Generally Accepted standards for review engagements, which requires us to comply with relevant ethical requirements. A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained. The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, we do not express an audit opinion on the financial statements.

Conclusion

Based on our review, nothing has come to our attention that causes us to believe that the financial statements do not present fairly, in all material respects, the financial position of **Algoma Arts Festival Association** as at December 31, 2024 and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Suraci & Olszewski LLP

Suraci & Olszewski LLP
Licensed Public Accountants

Sault Ste. Marie, Ontario
June 30, 2025

ALGOMA ARTS FESTIVAL ASSOCIATION

STATEMENT OF FINANCIAL POSITION

AS AT DECEMBER 31, 2024

(Unaudited)

	2024	2023
A S S E T S		
CURRENT		
Cash	$ 8,463	$ 41,785
Accounts receivable, net of allowance	10,500	6,027
HST recoverable	68	3,750
	$ 19,031	$ 51,562
L I A B I L I T I E S A N D D E F I C I T		
CURRENT		
Accounts payable and accrued liabilities	$ 15,649	$ 3,299
LONG-TERM DEBT (note 4)	-	30,000
	15,649	33,299
NET ASSETS	3,382	18,263
	$ 19,031	$ 51,562

see notes to the financial statements

ALGOMA ARTS FESTIVAL ASSOCIATION

STATEMENT OF OPERATIONS AND CHANGES IN NET ASSETS

FOR THE YEAR ENDED DECEMBER 31, 2024

(Unaudited)

	2024	2023
REVENUE		
Ticket sales	$ 41,846	$ 25,529
Donations and sponsorships	41,034	23,814
Federal grants	53,750	47,300
Provincial grants	(1,187)	35,847
Other	7	10,076
	135,450	142,566
EXPENSES		
Advertising and promotion	16,109	10,318
Box office	4,424	2,821
Insurance	2,830	2,830
Interest and bank charges	297	497
Office	2,581	2,032
Performance and production	93,904	50,043
Professional fees	2,615	12,736
Wages and benefits	27,571	27,560
	150,331	108,837
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	(14,881)	33,729
NET ASSETS (DEFICIT), beginning of year	18,263	(15,466)
NET ASSETS, end of year	$ 3,382	$ 18,263

see notes to the financial statements

ALGOMA ARTS FESTIVAL ASSOCIATION

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED DECEMBER 31, 2024

(Unaudited)

	2024	2023
CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES		
Net revenue over expenses for the year	$ (14,881)	$ 33,729
CHANGE IN ASSETS AND LIABILITIES		
Accounts receivable, net of allowance	(4,473)	28,428
HST recoverable	3,682	7,069
Accounts payable and accrued liabilities	12,350	(29,965)
	(3,322)	39,261
CASH PROVIDED BY (USED IN) FINANCING ACTIVITIES		
Long-term debt	(30,000)	(10,000)
NET (DECREASE) INCREASE IN CASH	(33,322)	29,261
CASH, BEGINNING OF YEAR	41,785	12,523
CASH, END OF YEAR	$ 8,463	$ 41,785

see notes to the financial statements

1. NATURE OF OPERATIONS

Algoma Arts Festival Association is a not for profit association incorporated under the laws of Ontario without share capital and is exempt from income tax. Algoma Arts Festival Association is a multi-disciplinary arts celebration held each year in Sault Ste. Marie, Ontario, Canada.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations and include the following significant accounting policies:

(a) REVENUE RECOGNITION

The association follows the deferral method of accounting for contributions. Grants and contributions approved but not received at the end of an accounting period are accrued. Grants are recognized as revenue in the year in which the related expenses are incurred.

Unrestricted contributions are recognized as revenue when they are received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Revenue from ticket sales, special events, and memberships are recogized when the services are provided or the goods are sold.

(b) FINANCIAL INSTRUMENTS

Measurement of financial instruments
The association initially measures its financial assets and liabilities at fair value.

The association subsequently measures all its financial assets and financial liabilities at amortized cost, except for investments in equity instruments that are quoted in an active market, which are measured at fair value.

Financial assets measured at amortized cost include cash and accounts receivable.

Financial liabilities measured at amortized cost include accounts payable and accrued liabilities.

Impairment
Financial assets measured at amortized cost are tested for impairment when there are indicators of impairment. If an impairment has occurred, the carrying amount of financial assets measured at amortized cost is reduced to the greater of the discounted future cash flows expected or the proceeds that could be realized from the sale of the financial asset. The amount of the write-down is recognized in net surplus. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account, provided it is no greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in net surplus.

Transaction costs
The association recognizes its transaction costs in net income in the period incurred. However, financial instruments that will not be subsequently measured at fair value are adjusted by the transaction costs that are directly attributable to their origination, issuance

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

or assumption.

(c) USE OF ESTIMATES

The preparation of financial statements in conformity with Canadian generally accepted accounting principles for not for profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the year. Actual results could differ from those estimates.

(d) CAPITAL ASSETS EXPENSED

As recurring revenues are less than $500,000, the association expenses capital assets in the year of purchase.

(e) CONTRIBUTED MATERIALS AND SERVICES

A substantial number of volunteers contribute a significant amount of time each year. Because of the difficulty in determining their fair value, contributed materials and services are not recorded in the financial statements.

3. FINANCIAL INSTRUMENT RISK

The association's financial instruments consist of cash, accounts receivable, accounts payable and accrued liabilities, and long term debt. Unless otherwise noted, it is management's opinion that the association is not exposed to significant interest, credit, currency, liquidity, or other price risks arising from these financial instruments.

The extent of the association's exposure to these risks did not change in 2024 compared to the previous period.

4. LONG TERM DEBT

	2024	**2023**
Canada Emergency Business Account (CEBA) loan, 0% per annum until December 31, 2023, 5% per annum starting January 1, 2024. No principal repayment required before December 31, 2023, full principal due December 31, 2025. $10,000 is forgiveable if $30,000 repaid by January 18, 2024 (amount was paid subsequent to year end by forgiveness date)	$ 0	$ 30,000

Early intake submission deadline: **Last Friday in October** of each calendar year by 4:30pm EST

Late intake submission deadline: **Last Friday in March** of each calendar year by 4:30pm EST

Applications That are Incomplete or Missing Supporting Documentation Will Not be Accepted or Eligible for Review

In addition to this completed application, the following documents are to be formatted as described in the Application Process section of the **ACAP Guidelines** document and submitted as attachments:

- List of Board of Directors and Officers of the organization and their contact information
- Operating budget of the applicant organization for the current fiscal year
- Financial statements from last year, including balance sheet and income statement
- Links to related social media accounts or websites (if applicable)
- Documentation/support material of past projects that would demonstrate the Applicant's ability to successfully undertake and complete the project
- ACAP Project Plan Template
- ACAP Application Budget Template
- Quote documents for small capital/equipment purchases and/or print materials (if applicable)

Section 1: Organization Information

i. Organization Name:
Algoma Festival Choir

ii. Organization: Address: (Street, Postal Code, City)

iii. Organization Contact Information: (Phone, Cell, Email)

iv. Organization Contact Person & Alternative Contact Person:

Name Karen Kettles	Name Stephen Mallinger
Title President	Title Artistic Director
Phone	Phone
Email	Email

v. Please briefly describe the Organization's mandate, goals, and objective (maximum 250 words):

The Algoma Festival Choir, founded in 1974, is a community choir located in Sault Ste. Marie, Ontario. Our mandate is to provide a musical institution of the highest order to educate singers in the skill and joy of choral singing. Membership is open to everyone.

Our mission is to rehearse and sing concerts, including singing concerts for the elderly and shut-ins in senior citizen homes on a regular basis. The Algoma Festival Choir strives to maintain a solid community presence at various municipal functions.

vi. Please indicate the organization's discipline of focus:
Visual arts, performing arts, media arts, literary arts, multi & interdisciplinary arts, heritage arts, public art, other, and description (maximum 50 words):

The Algoma Festival Choir is a community choir that performs 2 main concerts per year, one during the Christmas season and the other in the Spring. The repertoire ranges from classical works to current showtunes, popular pieces and folk songs.

Section 2: Type of Grant & Funding Amount Requested

Applicants may choose one grant stream that best supports their project needs and objectives. **Please refer to the ACAP Guidelines.**

Please select only one:

Small Project Grant ☐

Large Project Grant ☐

Operating Grant ☑

Seed Funding ☐

Community Events Grant ☐

Major Cultural Celebrations Grant ☐

Cultural Diversity Grant ☐

ACAP Request Amount ($) 7000

Section 3: Description of Activities, Projects and Events

Please download, complete and include the completed ACAP Application Project Plan Template for the proposed activity, project and/or event as an attachment.

i. Project Name or Working Title:
Algoma Festival Choir Operating Grant

ii. Activity/Project and/or Event **Start Date:**
July 1, 2026

iii. Activity/Project and/or Event **End Date:**
June 30,2027

iv. Activity/Project and/or Event Location:

(Physical address or for virtual projects/programming/events please include links to websites, social media etc. where programming will take place/be present, maximum 50 words):

v. Please describe the activity, project, or event and any relevant goals or objectives (maximum 750 words):

The ACAP operational grant will allow the Algoma Festival Choir to gather weekly for rehearsal. These rehearsals provide music education and enhance the performance skills of a community of singers, under the guidance of a qualified director and skilled accompanist. The choir provides social engagement and a sense of belonging and communal purpose to a diverse group of singers aged eighteen to eighty plus. The choir is committed to providing Sault Ste Marie and Algoma with public concerts, musical outreach to seniors and long term care homes, funerals and municipal civic events.
With current inflation being a major factor, the operational grant would help AFC to offset our expenses. These expenses include:
--The moving and monthly rent/lease of our extensive library to the Powley Institute premises.
--The weekly rental of Zion Lutheran Church
--Director's honorarium and accompanist fee
--The promotion of concerts through posters, media and various community presentation programmes.
--The printing of tickets and posters
--The rental of the Machine Shop
--Fees for special musical guests
--The storage and delivery of equipment with Crank Sound Distribution
--Professional services provided by Crank Sound Distribution (sound and lighting)
--Insurance
--The purchase of new music
--Offering workshops to choir members

vi. How does this activity, project, or event support the current Community Culture Plan? Please select all community programs and impact priorities that the project supports.

- [ ] Complement and support existing City initiatives, plans and projects and contribute effectively to the development of arts, culture and heritage in Sault Ste. Marie
- [ ] Contribute to the economic and social diversity of SSM through the development of arts, culture and heritage products and tourism
- [ ] Promote effective, meaningful and equitable community engagement and consultation processes
- [x] Provide mentorship and participatory opportunities for youth, diversity and historically underrepresented groups in the community
- [ ] Increase organizational capacity and sustainability of local art organizations, collectives and artists (including Applicants)
- [x] Provide professional development opportunities for emerging and professional arts, culture and heritage practitioners (including Applicants)
- [x] Foster Community Connections, partnerships and networks
- [x] Provides opportunities for volunteerism
- [x] Significantly contributes to the quality of life and sense of identity in Sault Ste. Marie

Please explain these selections (750 words maximum):

Provide Mentorship. . .
Algoma Festival Choir participants are invited to adult singers of all ages, backgrou

Provide Professional Development
Each Algoma Festival Choir presentation offers unique opportunities for professional a

Foster Community Connections
The Algoma Festival Choir has the privilege of working with elementary and high schoo

Provide Opportunities for Volunteerism
Our members volunteer their time, talents and passion for choral singing. Individual ch

Significantly Contributes to Quality of Life. . .
The Algoma Festival Choir provides a sense of well being as members gather weekly to
The AFC has a loyal following of Sault Ste. Marie and Algoma citizens. Our audience ea

vii. What are the benefits to audiences, participants, and/or the community of Sault Ste. Marie that are intended upon successful completion and implementation of this activity, project or event? (500 words maximum):

For over 50 years, the Algoma Festival Choir has promoted choral excellence to Sault Ste Marie and Algoma. Choir members feel a rich sense of accomplishment not only in the performing of a successful concert, but also in their weekly achievements at rehearsal. AFC promotes cultural change as well as cultural continuity as the choir performs challenging repertoire that advances life long learning and fosters good mental health. Our audiences benefit through enhanced emotional well being and a strengthened sense of community. Listening to choral music reduces stress and creates calmness. Choral performances bring people together to share in the experience. They are part of a larger community and values culture, beauty and musical artistry

viii. If ACAP funding for this activity, project or event is approved, please describe what the applicant considers to be successful implementation. How will the applicant measure success (250 words maximum):

Successful Implementation of ACAP for operational funding will be me
--a successful move of the music library to new and dedicated premise
--growth of our audience.
--increased visibility of the Algoma Festival Choir in the community thr
--ability to plan and coordinate concerts multiple years in advance
--plan workshops for choir members

Section 4: Marketing

i. What audiences do the Activity, Project and/or Event look to reach? Select all that apply:

- [x] Local (within the Municipality)
- [x] Regional (within Algoma)
- [ ] Tourism (those who will travel to take part or view)
- [ ] Other (Please describe)

Other please describe (250 words maximum):

ii. Please describe any specific audiences that are intended to be reached with the activity, project, or event (150 words maximum):

The Algoma Festival Choir performs for audiences of all ages, cultures and faiths. Our concerts are fully accessible. We offer complimentary tickets to various organizations to facilitate the attendance of those who would otherwise not be able to attend.

iii. How will the activity, project, or event be promoted? Please describe and include any links to social media accounts or relevant websites or organizations (maximum 250 words):

iv. What age does the activity, project, or event look to reach? (Select all that apply)

- [x] 0-18
- [x] 19-34
- [x] 35-59
- [x] 60-75
- [x] 76+

v. What is the estimated attendance or viewership of the activity, project and/or event?

- [ ] 1-50
- [ ] 51-100
- [ ] 101-250
- [ ] 251-500
- [x] 501-1,000
- [x] 1,001-2,500
- [ ] 2,501+

vi. What is the estimated expected number of participants directly involved in the implementation/execution of the activity, project or event (including staff, volunteers, artists, etc.)?

☐ 1-10 ☑ 26-50

☐ 11-25 ☑ 50+

Please provide a brief description of participant composition (maximum 150 words):

The choir director and accompanist work with roughly 45 choristers on a weekly basis from early September to May. During the year, two main concerts are presented. These concerts feature guest musicians, dancers, drummers and readers as well as the choir. Volunteer ushers, ticket takers, programme distributors include students, non choir personnel and board members. Crank Sound Distribution is present to run lighting and sound and the Machine Shop staff ensures the physical space is set up to meet the choir's needs

Section 5: Existing In-kind & Previous Funding

Applicants who are requesting **any** other type of financial or in-kind assistance from the City (all departments) as part of their activity, project and/or event must ensure that it is included in the ACAP Application Budget Template.

i. Has the applicant organization or collective received ACAP funding or any other City of Sault Ste. Marie municipal cultural financial assistance in the past?

Yes ☑ No ☐

Section 6: Project Budget

i. Please download, complete, and attach a copy of the ACAP Application Budget Template.

Please show how ACAP funding will be used if the Applicant's request is approved. Please include all cost categories, both eligible and ineligible, for each of the components/items of the activity, project and/or event, all expected funding sources and type of funding (grant, in- kind, cash, etc.).

Section 7: Authorization

As an authorized representative of Algoma Festival Choir (Organization/Collective Name), I, Karen Kettles (Name of Organization/Collective Contact) attest that all information contained in this application, agree to fulfill the responsibilities for all activity, project and/or event deliverables contained therein and/or agreed to by the Cultural Vitality Committee and the City of Sault Ste. Marie. This application will act as a contract between the City of Sault Ste. Marie and the Applicant should the application be successful.

_____Signature March 24,2026 _____Date

Completed applications and supporting documentation may be submitted by email to:

a.moore@cityssm.on.ca
Subject Line: Cultural Financial Assistance Application – Attention: Arts and Culture Lead

Completed applications may be submitted by mail or in person to:

Community Development and Enterprise Services
Attention: Arts and Culture Lead
99 Foster Drive
Civic Centre
Sault Ste. Marie, ON
P6A 5X6

Cost Category (Types of Expenses for Project) - Add/delete rows as needed	Eligible Project Costs (Refer to ACAP Guidelines for Details)	Ineligible Project Costs (Refer to ACAP Guidelines for Details)	Funding Source (ACAP, Cash, Other Gov. Funders, Sponsors, etc.)	Funding Type (Grant, Cash, In-kind, etc.)	Quotes/Estimates (Links where applicable)
Operational Costs					
Choir Director Honourarium	8460		Choir Membership	2660	
Rehearsal Pianist	4113		Donations	800	
Liability Insurance	2200		mas Concert (tickets and ad cam	14000	
Storage	1700		Spring Concert	6750	
Lighting and transportation	1400		SSM Grant	4000	
			Bank Interest	100	
			SooToday	in kind	
Materials & Supplies Costs					
Music	1500				
Office Supplies	107				
Tickets and Posters	2450				
Advertising	1100				
Rehearsal Halll Rental	1000				
Equipment Costs					
Artist Fees					
Jazz Trio	1200				
Quartet	800				
Other Costs					
Concert venues	2000				
	280				
Total Costs	$ 28,310.00	$ 0.00	Total Revenue	$28,310	
Total Project Costs:	$ 28,310.00				

ALGOMA FESTIVAL CHOIR

Budget For Years ending June 30

	2025-26
Revenues:	
Membership	2,660
Donations	800
Christmas Concert	14,000
Spring Concert	6,750
SSM Grant	4,000
Bank Interest	100
Other Income	-
Miscellaneous Income	-
Total Revenues	28,310
Expenses:	
Music	1,500
Choir director honourarium	8,460
Rehearsal pianist	4,113
Liability Insurance	2,200
Storage	1,700
Rehearsal hall rental	1,000
Office supplies	107
Christmas concert expense	5,200
Spring Concert expenses	2,650
Bank Service charges	
Advertising	1,100
Miscellaneous	280
	28,310
Net Income (Loss)	$ -

Application Project Plan Template

Name of Applicant: Algoma Festival Choir

Intake/Date:

Page of

Activity	Start Date of Activity (M/Y)	End Date of Activity (M/Y)	Description/ Notes
Operating Grant	July1, 2026	June 30, 2027	
rehearsals begin	Early September 2026		weekly Tuesday rehearsals resume. AFC collects membership fees and new member music fees. Director and accompanist honoraria are paid on the first of each month.
Ad campaign begins	Early October 2026	Mid to end of November 2026	Next to ticket sales, the Ad Campaign is AFC's main form of revenue. Choir members solicit ads from local businesses. These ads are then published in the choir's Christmas programme.
Christmas Concert	December 1, 2026	December 1, 2026	For over 50 years the Algoma Festival Choir has been entertaining audiences. Many feel that this concert kicks off the Christmas season. Rental fees for the Machine Shop and Zion Lutheran Church are paid in addition to the monthly fee for library storage at the Powley Institute. Fees would also be paid to Crank Sound Distribution and Ak Graphix.
Rehearsals resume	Early January 2027		The choir begins to rehearse new music for the spring concert held on the first Friday in May at the Machine Shop. Choir membership fees are paid at this time..
Spring Concert	First Friday in May, 2027	First Friday in May, 2027	The choir will once again perform at the Machine Shop. Rental fee will be paid to them as well as Zion Lutheran Church. fees paid to AK Graphix for printing of tickets, posters and programmes.
Outreach to seniors	post concert 2027		Each Christmas and spring season the choir performs at various senior's homes.
Payment for accompanist ends	May 2027		Our accompanist is paid for 9 months of the year. The director continues to receive his honorarium throughout the entire year.
Board of directors meet	the first Wednesday of every month		The Board meets to discuss relevant issues pertaining to the choir, to plan concerts/outreach. Minutes are kept as well as financial statements presented.

ALGOMA FESTIVAL CHOIR

INCOME STATEMENT for the period July 1 to June 30

	2025	2024
Revenue:		
Membership	$ 2,695	$ 2,870
Donations	820	2,770
Christmas Concert income	13,167	13,565
Spring Concert income	5,331	8,210
SSM Grant	-	-
Bank Interest (TD Investor Acc't)	175	295
Other Income (VISA cash back)	20	13
Miscellaneous (Book deposits)	150	300
Total Revenues	**22,358**	**28,023**
Expense:		
Music	864	756
Choir Director's honorarium	8,136	8,137
Rehearsal Pianist	3,960	3,960
Liability Insurance	2,059	1,927
Storage	1,737	1,917
Rehearsal hall rental	1,000	1,000
Advertising	550	
Office Supplies (**incl. grant prep**)	-	7
Christmas Concert expense	6,381	9,148
Spring Concert expense	2,589	5,296
Service charges (estimate)	10	19
Miscellaneous (DepRfnd)	575	1,350
Total Expenses	**27,861**	**33,516**
Net Income (Loss)	**$ (5,503)**	**$ (5,493)**

BALANCE SHEET as of June 30

	2025	2024
Current Assets:		
TD Community Plan	$ 12,021.62	$ 13,802.05
TD Investment Account	5,215.39	8,540.54
Petty Cash	103.60	116.25
Total Assets	**$ 17,340.61**	**$ 22,458.84**
Current Liabilities:		
Payables (Social Fund)	1,121.24	736.24
TD Visa		
New Member Book Deposit	200.00	350.00
Total Liabilities	**$ 1,321.24**	**$ 1,086.24**
Members' Equity at end of period:	**$ 16,019.37**	**$ 21,372.60**

ALGOMA FESTIVAL CHOIR

BOARD OF DIRECTORS

2025-2026

Karen Kettles	**President**
Helen Pereira	**Vice President**
Marie Rinne	**Secretary**
Kaisa Manttari	**Treasurer**
Erika Provenzano	**Librarian**
Suzanne Bird	**Member**
Darla Pirillo	**Member**
Janique Brazeau	**Member**
Gwyneth Wilcox	**Member**
Stephen Mallinger	**Ex Officio**


ALGOMA FESTIVAL CHOIR
PRESENTS
Up, Up and Away!
FRIDAY MAY 2, 2025
The Machine Shop at 7:30 PM
83 Huron Street, Sault Ste. Marie, ON
Tickets: Adults $25 • Children (12 and Under) $10
Tickets available from choir members and the SCTC Box Office in the Station Mall
SOOTODAY.com
Algoma Festival Choir


ALGOMA FESTIVAL CHOIR
presents ...
Have Yourself A
MERRY
little
CHRISTMAS
FRI NOV 29, 2024
SAT NOV 30, 2024
7:30pm • Canadian Bushplane Heritage Centre
Adults $30 • Children (12 and Under) $10
Tickets available at the Canadian Bushplane Heritage Centre
and online at https://bushplane.com/event/algoma-fall-choir/
CELEBRATING
Algoma Festival Choir
50 years
1974 - 2024
SOOTODAY.com


ALGOMA FESTIVAL CHOIR
Presents
A Festival OF Carols
SUN. NOV. 30, 2025
2:30pm at The Machine Shop
Adults $30 • Children (12 and Under) $10
Tickets available from choir members, at the door,
at the Sault Community Theatre Centre Kiosk in Station Mall,
or online at www.saultctc.ca
Algoma Festival Choir
SPONSORED BY
SOOTODAY.com


CELEBRATING
Algoma Festival Choir
50 years
1974 - 2024
ALGOMA FESTIVAL CHOIR
PRESENTS
Sing, Sing, Sing!
FRIDAY MAY 3, 2024
The Machine Shop at 7:30 PM
Special Guests:
Korahsters from Korah C&VS
& Students from Tarentorus P.S.
Tickets: Adults $25 - Students: $10 - Children 12 and Under Free
Tickets available from choir members and the SCTC Box Office in the Station Mall
MACHINE SHOP
SAULT STE.MARIE
Ontario Trillium Foundation
Fondation Trillium de l'Ontario
SOOTODAY.com


ALGOMA FESTIVAL CHOIR PRESENTS
MADE IN CANADA
FRIDAY MAY 1, 2026
7:30 PM The Machine Shop
Tickets: Adults $30 - Children (12 and Under) $10
Tickets are available from Choir members,
at the Sault Community Theatre Centre kiosk in the Station Mall,
at the door or online at https://saultctc.ca
Algoma Festival Choir

Early intake submission deadline: **Last Friday in October** of each calendar year by 4:30pm EST

Late intake submission deadline: **Last Friday in March** of each calendar year by 4:30pm EST

Applications That are Incomplete or Missing Supporting Documentation Will Not be Accepted or Eligible for Review

In addition to this completed application, the following documents are to be formatted as described in the Application Process section of the **ACAP Guidelines** document and submitted as attachments:

- List of Board of Directors and Officers of the organization and their contact information
- Operating budget of the applicant organization for the current fiscal year
- Financial statements from last year, including balance sheet and income statement
- Links to related social media accounts or websites (if applicable)
- Documentation/support material of past projects that would demonstrate the Applicant's ability to successfully undertake and complete the project
- ACAP Project Plan Template
- ACAP Application Budget Template
- Quote documents for small capital/equipment purchases and/or print materials (if applicable)

Section 1: Organization Information

i. Organization Name:
The Musical Comedy Guild of Sault Ste. Marie, Inc.

ii. Organization: Address: (Street, Postal Code, City)
Unit B - 258 Wellington Street West, Sault Ste. Marie, ON P6A 1H7

iii. Organization Contact Information: (Phone, Cell, Email)
Email: mcgsault@gmail.com or info@mcgsault.com

iv. Organization Contact Person & Alternative Contact Person:

Name Lizz McIntosh	Name Carrie McBride
Title President	Title 1st Vice President
Phone	Phone
Email	Email

v. Please briefly describe the Organization's mandate, goals, and objective (maximum 250 words):

What We Do
Productions: We have produced over 100 musicals and a series of cabaret-style shows. Our productions feature talented musicians, experienced directors, and excellent technical support staff.
Costume Department: Our extensive costume department contains over ten thousand costumes, supporting 95 organizations throughout Canada and the U.S.
Supporting Young Talent: We offer honorariums and bursaries to young actors to encourage them in pursuing a career in theatre. Many of our alumni return to contribute as directors, choreographers, producers, and workshop instructors.

Our Objectives
The Musical Comedy Guild of Sault Ste. Marie, Inc. aims to:
Provide the community with opportunities to develop interests in, and appreciation and knowledge of, all facets of musical theatre production.
Offer training, development, and promotion of talent in performing amateur musical theatre.
Develop and exercise skills in directing and producing amateur musical theatre productions.
Foster skills in managerial and organizational aspects of amateur musical theatre productions.
Join us in celebrating the rich cultural heritage of Sault Ste. Marie through the transformative power of musical theatre.

vi. Please indicate the organization's discipline of focus:
Visual arts, performing arts, media arts, literary arts, multi & interdisciplinary arts, heritage arts, public art, other, and description (maximum 50 words):

The Musical Comedy Guild of Sault Ste. Marie is a not-for-profit organization dedicated to producing the highest possible quality of musical theatre entertainment for the community at large. This would make the organization's primary discipline of focus Performing Arts.

Section 2: Type of Grant & Funding Amount Requested

Applicants may choose one grant stream that best supports their project needs and objectives. **Please refer to the ACAP Guidelines.**

Please select only one:

Small Project Grant ☐

Large Project Grant ☐

Operating Grant ☑

Seed Funding ☐

Community Events Grant ☐

Major Cultural Celebrations Grant ☐

Cultural Diversity Grant ☐

ACAP Request Amount ($) 20,000.00 (25% of 80,092.70 - as outlined in operating budget)

Section 3: Description of Activities, Projects and Events

Please download, complete and include the completed ACAP Application Project Plan Template for the proposed activity, project and/or event as an attachment.

i. Project Name or Working Title:
Operational Grant for Musical Comedy Guild of Sault Ste. Marie

ii. Activity/Project and/or Event **Start Date:**
Our next season of productions, auditions will begin in May 2026.

iii. Activity/Project and/or Event **End Date:**
Our next season of productions will finish in May of 2027.

iv. Activity/Project and/or Event Location:

(Physical address or for virtual projects/programming/events please include links to websites, social media etc. where programming will take place/be present, maximum 50 words):

Our rehearsal space: 258B Wellington Street West, Sault Ste. Marie, ON
Sault Community Theatre Centre (SCTC): 1007 Trunk Road, Sault Ste. Marie, ON

https://www.facebook.com/MusicalComedyGuild
https://www.instragram.com/mcgsault
www.mcgsault.com

v. Please describe the activity, project, or event and any relevant goals or objectives (maximum 750 words):

The Musical Comedy Guild of Sault Ste. Marie (further known as MCG) found it's current home in the Fall of 2023, we are very content to have been in our space for almost three years. Before this, the MCG rehearsed in any space that we could find, which meant packing up and leaving possibly twice a year or more. Our current space has an unfinished basement which is being used as a workshop space, however, this space is a wet basement and many of our items are not water proof. In spring of last year, we secured the rental space next door and have expanded our home. This second space is where most of the building of sets and props has happened though, we do have plans to create a doorway space between the two spaces to allow for more room for rehearsals. We have recently noticed that our ticket sales are not as good as before, despite our great efforts, therefore, keeping our rehearsal space is becoming increasingly difficult. Assistance from the City of Sault Ste. Marie ACAP Grant would help to provide us a stable year in which we will be able to rebuild our financial situation with ticket sales from two successful, large scale musical productions and providing excellent musical theatre entertainment for the good citizens of Sault Ste. Marie and area. We would like to use this potential support to not only help with our operating costs for allow for us to focus on the quality and scale of our productions this season while not having to worry about ensuring we can pay our rent, utilities and insurance. As you will see from our attached show budget documents (West Side Story, Disney's the Little Mermaid, and Little Shop of Horrors) the cost of staging major productions is quite significant. The vast majority of our participants/members are volunteers and with the exceptions of royalty payments, all of our money is spent locally. A "draft" working budget for our following season is also attached for your reference.

vi. How does this activity, project, or event support the current Community Culture Plan? Please select all community programs and impact priorities that the project supports.

- [ ] Complement and support existing City initiatives, plans and projects and contribute effectively to the development of arts, culture and heritage in Sault Ste. Marie
- [ ] Contribute to the economic and social diversity of SSM through the development of arts, culture and heritage products and tourism
- [ ] Promote effective, meaningful and equitable community engagement and consultation processes
- [x] Provide mentorship and participatory opportunities for youth, diversity and historically underrepresented groups in the community
- [x] Increase organizational capacity and sustainability of local art organizations, collectives and artists (including Applicants)
- [x] Provide professional development opportunities for emerging and professional arts, culture and heritage practitioners (including Applicants)
- [ ] Fosters community connections, partnerships and networks
- [x] Provides opportunities for volunteerism
- [x] Significantly contributes to the quality of life and sense of identity in Sault Ste. Marie

Please explain these selections (750 words maximum):

1.The Musical Comedy Guild strives to be very inclusive and welcoming to people of various abilities, ethnicities, age, and at varying levels of experience. Some of our members of underrepresented groups are not readily visible to the casual audience members. We are known to be welcoming and supportive of all individuals onstage and offstage.

2. The Musical Comedy Guild of Sault Ste. Marie has been producing professional grade performances at an amateur theatre level for the past 60 years. Our organization continues to grow and new volunteer members are joining every season. The Musical Comedy Guild in the past has engaged with other arts organizations and have performed jointly with the Sault Symphony, and in Partnership with the Algoma Conservatory of Music, various dance studios, and musicians. In order to attract new membership and sustain membership numbers the organization uses social media, the newspaper and radio ads to attract new patrons to our performances. A local performance may be the first time that a patron has ever heard or seen a Musical Comedy Guild Production. It is at this production that the organization is able to showcase the talent within it, whether it be directing, acting, choreography skills, set building, or set decorating to name a few.

3. The Musical Comedy Guild helps to foster the arts. Several of our past members have gone onto professional careers in music and theatre. It is through the Musical Comedy Guild and many other local organizations that the young members of our community are able to

vii. What are the benefits to audiences, participants, and/or the community of Sault Ste. Marie that are intended upon successful completion and implementation of this activity, project or event? (500 words maximum):

As an organization the MCG has spent so much time, energy and money focusing on our stage productions, which include onstage performers, offstage volunteers, and our audiences. We tend to forget about ourselves and the core funds it takes to successfully run the organization. We have acquired so much equipment, costumes, set pieces, paint etc. in order to put on our productions but we need a space to store all of these items and it is much easier to have a rehearsal space to do so.

If we are successful in this application, it would give the organization some breathing room financially to enable us to continue our 60 plus year tradition of excellence. Our greatest struggle in 2020 has been finding and maintaining a space large enough to be our storage and rehearsal space. Now that we have it, we need to work extra hard to maintain it. We have two rental spaces, on top of utilities and insurance, not to mention our fees to use the Sault Community Theatre Centre come technical rehearsals and show weeks. Not having to worry about operating costs for a year would be phenomenal for the organization. The benefits to participants and community include the enjoyment of close to professional level musical theatre, whether they are onstage or watching from the audience.

viii. If ACAP funding for this activity, project or event is approved, please describe what the applicant considers to be successful implementation. How will the applicant measure success (250 words maximum):

Successful implementation would include assistance with paying our rent, utilities and insurance without extra financial worry. We would measure the success in reduced stress levels, and ability to focus our effort on staging excellent productions, rather than finding money for operational expenses. We have also included funds like artist honorariums and rights applications to perform our shows. It has become extremely expensive for our organization to maintain both our rehearsal space and continue to put on full scale productions to the best of our abilities. With rising cost of items, specifically lumber - our set costs have increased significantly.

Section 4: Marketing

i. What audiences do the Activity, Project and/or Event look to reach? Select all that apply:

- [x] Local (within the Municipality)
- [x] Regional (within Algoma)
- [x] Tourism (those who will travel to take part or view)
- [x] Other (Please describe)

Other please describe (250 words maximum):

The Musical Comedy Guild strives to produce two large scale productions every season, one in the fall and one in the spring. This current season the MCG has staged “Disney’s The Little Mermaid” in fall of 2025 and we will be staging “Little Shop of Horrors” in the spring of 2026. We have been using social media, newspaper and radio announcements, SooToday, Spaces, and advertising at Greyhound games to make the community at large aware of our upcoming productions. Our 2023 production of Fiddler on the Roof had bus groups attend from outside of Sault Ste. Marie. We also are aware that we regularly attract patrons from the Upper Penninsula of Michigan as we frequently have actors that joint us from across the border. For our 2026/2027 season of productions, we hope to stage "Into the Woods" directed by David Dellaire and "Rock of Ages" directed by Andrew Stuetz. Rock of Ages has yet to be staged by any company in Sault Ste. Marie and we have very excited to have the opportunity.

ii. Please describe any specific audiences that are intended to be reached with the activity, project, or event (150 words maximum):

We welcome all audience members of all ages and from any areas or walks of life. We had previously reached out to retirement homes to schedule performances at their locations. We have spent time this last season ensuring that we have one production that is family entertainment and one production that is more focused on an older audience. We have very excited about "Rock of Ages" as the production will attract not only those interested in musical theatre but others interested in the classic sound of 80s music that is featured in the production.

iii. How will the activity, project, or event be promoted? Please describe and include any links to social media accounts or relevant websites or organizations (maximum 250 words):

Currently, the majority of the promotion for any news regarding the Musical Comedy Guild is through Instagram or Facebook. We also recently have introduced an MCG backstage pass that is forwarded to our mailing list. This mailing list was obtained from our patron list that was provided by the Sault Community Theatre Centre Box Office.
https://www.facebook.com/MusicalComedyGuild
https://www.instagram.com/mcgsault
https://mcgsault.com

We have found that the majority of our patrons are active on our social media pages and our engagement keeps increasing.

It is mainly through social media that the MCG will advise the general community that we have received the potential grant funds. We would also share this great news with our mailing list through backstage pass.

iv. What age does the activity, project, or event look to reach? (Select all that apply)

- [x] 0-18
- [x] 19-34
- [x] 35-59
- [x] 60-75
- [x] 76+

v. What is the estimated attendance or viewership of the activity, project and/or event?

- [ ] 1-50
- [ ] 51-100
- [ ] 101-250
- [ ] 251-500
- [ ] 501-1,000
- [ ] 1,001-2,500
- [x] 2,501+

vi. What is the estimated expected number of participants directly involved in the implementation/execution of the activity, project or event (including staff, volunteers, artists, etc.)?

☐ 1-10	☐ 26-50
☐ 11-25	☑ 50+

Please provide a brief description of participant composition (maximum 150 words):

The current membership of the MCG ranges in age from six years old to mid eighties. The cast of our fall production of Disney's The Little Mermaid was over 50 including those both onstage and offstage. The cast of our current production is much smaller with a cast of only 13. As of our Annual General Meeting which was held at the beginning of March we currently have a membership of 67 active members. Our membership expires 365 days from the date of purchase. All of the members of our board of directors are also active members of the Musical Comedy Guild.

Section 5: Existing In-kind & Previous Funding

Applicants who are requesting **any** other type of financial or in-kind assistance from the City (all departments) as part of their activity, project and/or event must ensure that it is included in the ACAP Application Budget Template.

i. Has the applicant organization or collective received ACAP funding or any other City of Sault Ste. Marie municipal cultural financial assistance in the past?

Yes ☑ No ☐

Section 6: Project Budget

i. Please download, complete, and attach a copy of the ACAP Application Budget Template.

Please show how ACAP funding will be used if the Applicant's request is approved. Please include all cost categories, both eligible and ineligible, for each of the components/items of the activity, project and/or event, all expected funding sources and type of funding (grant, in- kind, cash, etc.).

Section 7: Authorization

As an authorized representative of The Musical Comedy Guild (Organization/Collective Name), I, Elizabeth McIntosh (Name of Organization/Collective Contact) attest that all information contained in this application, agree to fulfill the responsibilities for all activity, project and/or event deliverables contained therein and/or agreed to by the Cultural Vitality Committee and the City of Sault Ste. Marie. This application will act as a contract between the City of Sault Ste. Marie and the Applicant should the application be successful.

_____Signature March 27, 2026 _____Date

Completed applications and supporting documentation may be submitted by email to:

a.moore@cityssm.on.ca
Subject Line: Cultural Financial Assistance Application – Attention: Arts and Culture Lead

Completed applications may be submitted by mail or in person to:

Community Development and Enterprise Services
Attention: Arts and Culture Lead
99 Foster Drive
Civic Centre
Sault Ste. Marie, ON
P6A 5X6

Musical Comedy Guild Operating Budget 2025-2026 Se	**2026-2027 Season**
INTO THE WOODS	**ROCK OF AGES**
	EXPENSES
Honoraria	Director
	Musical Director
	Producer
	Stage Manager
	Choreographer
	Other (specify) - Musicians
Box Office Related Fees	Box Office Charge for Comps ($4/ticket)
	Theatre Charge Per Person ($4.50/person)
	Credit Card Charges (2.5%)
	Debit Card Charges ($0.04)
	Technician Fees
	Permit & Performance Fees
	ADSB Care Staff Charges
	Front of House Fees
	Security Fees
	Advances
	Marketing/Design Services
	Misc Production Costs
Royalty Holder Fees	Royalties & Scripts
	Music Rental
	Track Rental
	Projections
Production Related Costs	Rent of Rehearsal Space (for the sake of the budget, 6 months each production)
	Insurance Payments (for the sake of the budget, 6 months each production)
	Utilities - Enbridge (for the sake of the budget, 6 months each production)
	Utilities - PUC (for the sake of the budget, 6 months each production)
	Auditions
	Set Construction
	Paint
	Set Decorating
	Costumes
	Dry Cleaning Fees
	Properties

	Lighting / Sound
	Videography
	Hair & Make-Up
	Puppets
	Advertising
	Programme Printing
	Batteries, tape, etc.
	Cast Party, Hospitality,etc.
	Truck Rental
	Miscellaneous
	Donation
	TOTAL EXPENSES

	AMOUNTS INCLUDED ON OPERATING BUDGET
INTO THE WOODS - Musical Theatre International	**ROCK OF AGES - Concord**
8,000.00	7,000.00
1,000.00	1,000.00
750	750.00
1,000.00	1,000.00
N/A	1,500.00
N/A	N/A
225.00	400.00
8,100.00	12,900.00
2,500.00	2,500.00
5.00	5.00
10,000.00	13,000.00
400.00	400.00
500.00	1,000.00
700.00	700.00
1,000.00	1,250.00
N/A	
N/A	
$7,320.00 USD = **$10,133.81 CAD**(as of March 26, 2026)	$10,383.80 USD = **14,375.33 CAD** (as of March 26, 2026)
350.00	900.00
750.00	N/A
N/A	N/A
12,900.00	12,900.00
390.25 (monthly) x6 = 2,341.50	390.25 (monthly) x6 = 2,341.50
Average of the last thre e months - 65.78x6=394.68	Average of the last thre e months - 65.78x6=394.68
Average of the last three months - 192.60x6=1,155.60	Average of the last three months - 192.60x6=1,155.60
250.00	250.00
5,000.00	5,000.00
1,000.00	1,000.00
2,000.00	1,500.00
1,750.00	5,000.00
500.00	500.00
500.00	750.00

2,500.00	5,000.00
N/A	N/A
250.00	1,000.00
N/A	N/A
3,000.00	3,500.00
2,250.00	2,500.00
350.00	350.00
500.00	500.00
500.00	500.00
500.00	500.00
80,092.70	

TOTAL Budget	**Variance**			**REVENUES**	**Budget**
15,000.00	(15,000.00)		**Tickets**	Adult	-
2,000.00	(2,000.00)			Senior	-
1,500.00	(1,500.00)			Student	-
2,000.00	(2,000.00)			Children	-
1,500.00	(1,500.00)			**Season's Tickets**	
				Discounted Tickets	
625.00	(625.00)				
21,000.00	(21,000.00)				
5,000.00	(5,000.00)		**Advertising**	Program Ads	
10.00	(10.00)			Season Program Ads	
23,000.00	(23,000.00)				
800.00	(800.00)				
1,500.00	(1,500.00)		**Other Revenues**	Donations	
1,400.00	(1,400.00)			Sponsorships	
2,250.00	(2,250.00)				
-	-				
-	-	**Subtotal:**			
	-	-			
24,509.14	(24,509.14)				
	-				
	-				
	-				
25,800.00	(25,800.00)				
4,683.00	(4,683.00)				
789.36	(789.36)				
2,311.20	(2,311.20)				
500.00	(500.00)				
10,000.00	(10,000.00)				
2,000.00	(2,000.00)				
3,500.00	(3,500.00)				
6,750.00	(6,750.00)				
1,000.00	(1,000.00)				
1,250.00	(1,250.00)				

7,500.00	(7,500.00)				
-	-				
1,250.00	(1,250.00)				
-	-				
6,500.00	(6,500.00)				
4,750.00	(4,750.00)				
700.00	(700.00)				
1,000.00	(1,000.00)				
1,000.00	(1,000.00)				
1,000.00	(1,000.00)				
-	-				
184,377.70	(184,377.70)			**TOTAL REVENUES**	**-**
$ (184,377.70)					

Actual	**Variance**		
	-		
	-		
	-		
	-		
	-		
	-	**Subtotal:**	
		-	
	-		
	-		
	-		
	-		
	-		

-	-		

Little Shop of Horrors

April 29 - May 4

	EXPENSES	Budget	Actual	Variance
Honoraria	Director	8,000.00	4,000.00	(4,000.00)
	Musical Director	3,000.00		(3,000.00)
	Producer	750.00		(750.00)
	Stage Manager	1,000.00		(1,000.00)
	Choreographer	-		-
	Other (specify) - Musicians	2,400.00		(2,400.00)
Box Office Related Fees	Box Office Charge for Comps ($4.50/ticket)	225.00		(225.00)
	Theatre Charge Per Person ($4.50/person)	8,100.00	1,976.00	(6,124.00)
	Credit Card Charges (2.5%)	2,500.00	421.89	(2,078.11)
	Debit Card Charges ($0.04)	5.00	0.56	(4.44)
	Technician Fees	10,000.00		(10,000.00)
	Permit & Performance Fees	400.00		(400.00)
	ADSB Care Staff Charges	500.00		(500.00)
	Front of House Fees	700.00		(700.00)
	Security Fees	1,000.00		(1,000.00)
	Advances	-		-
	Marketing/Design Services	-		-
	Misc Production Costs			-
Royalty Holder Fees	Royalties & Scripts	13,600.00		(13,600.00)
	Music Rental			-
	Track Rental			-
	Projections		-	-
Production Related Costs	Rent of Rehearsal Space	9,000.00		(9,000.00)
	Auditions	250.00	233.77	(16.23)
	Set Construction	5,000.00	129.14	(4,870.86)
	Paint	1,000.00		(1,000.00)
	Set Decorating	2,000.00	118.31	(1,881.69)
	Costumes	1,750.00		(1,750.00)
	Dry Cleaning Fees	500.00		(500.00)
	Properties	500.00	67.56	(432.44)
	Lighting / Sound	2,500.00		(2,500.00)
	Videography	-		-
	Hair & Make-Up	250.00		(250.00)
	Puppets	-		-
	Advertising	3,000.00	1,275.15	(1,724.85)
	Programme Printing	2,250.00		(2,250.00)
	Batteries, tape, etc.	350.00		(350.00)

Cast Party, Hospitality,etc.	500.00		(500.00)
Truck Rental	500.00		(500.00)
Miscellaneous	500.00		(500.00)
Donation	-		-
TOTAL EXPENSES	**82,030.00**	**8,222.38**	(73,807.62)
	$ 110.00	**$ 13,774.64**	

	REVENUES	Budget	Actual	Variance
Tickets	Adult	38,700.00	5,762.00	(32,938.00)
	Senior	24,624.00	2,736.00	(21,888.00)
	Student	4,788.00	532.00	(4,256.00)
	Children	3,528.00	644.00	(2,884.00)
	Season's Tickets			-
	Discounted Tickets		8,523.02	8,523.02
Advertising	Program Ads	2,500.00	550.00	(1,950.00)
	Season Program Ads			-
				-
Other Revenues	Donations			-
	Sponsorships	8,000.00	3,250.00	(4,750.00)

TOTAL REVENUES	**82,140.00**	**21,997.02**	**(60,142.98)**

Subtotal:

18,197.02

Little Mermaid Budget

Nov 20-23 2025

	EXPENSES	Budget	Actual	Variance
Honoraria	Director	8,000.00	8,000.00	-
	Musical Director	-		-
	Producer	1,600.00	1,600.00	-
	Stage Manager	1,000.00	1,000.00	-
	Choreographer	1,500.00	1,500.00	-
	Other (specify) - Musicians	1,000.00	1,000.00	-
Box Office Related Fees	Box Office Charge for Comps ($4/ticket)	200.00	400.00	200.00
	Theatre Charge Per Person ($4/person)	11,200.00	12,904.00	1,704.00
	Credit Card Charges (2.5%)	3,000.00	2,587.15	(412.85)
	Debit Card Charges ($0.04)	100.00	4.32	(95.68)
	Technician Fees	12,000.00	13,134.26	1,134.26
	Permit & Performance Fees	300.00	395.50	95.50
	ADSB Care Staff Charges	400.00	1,017.00	617.00
	Front of House Fees	800.00	703.03	(96.97)
	Security Fees	1,250.00	1,141.80	(108.20)
	Marketing/Design Services	-		-
Royalty Holder Fees	Royalties & Scripts	25,000.00	**19,573.00**	(5,427.00)
	Music Rental		889.00	889.00
	Track Rental			-
	Projections	2,500.00	2,600.00	100.00
Production Related Costs	Rent of Rehearsal Space	9,000.00	9,000.00	-
	Auditions	250.00	245.03	(4.97)
	Set Construction	6,000.00	5,452.94	(547.06)
	Paint	2,000.00	1,309.18	(690.82)
	Set Decorating	3,500.00	3,421.59	(78.41)
	Costumes	6,000.00	6,620.90	620.90
	Dry Cleaning Fees	1,000.00		(1,000.00)
	Properties	1,000.00	219.81	(780.19)
	Hair & Make-Up	2,000.00	1,068.71	(931.29)
	Puppets	6,000.00	2,182.89	(3,817.11)
	Lighting / Sound / SFX	-	1,010.68	1,010.68
	Videography	800.00	800.00	-
	Advertising	5,000.00	4,901.99	(98.01)
	Programme Printing	4,500.00	6,965.32	2,465.32
	Batteries, tape, etc.	500.00	347.65	(152.35)
	Cast Party, Hospitality,etc.	500.00	471.76	(28.24)
	Truck Rental	500.00	526.36	26.36

Miscellaneous	500.00	556.95	56.95
Misc Production Costs	500.00	600.00	100.00
CALYSSA REFUND		123.50	
TOTAL EXPENSES	**119,400.00**	**114,274.32**	(5,125.68)
	$ 1,000.00	**$ 10,899.59**	

	REVENUES	Budget	Actual	Variance
Tickets	Adult	48,160.00	44,634.00	(3,526.00)
	Senior	15,960.00	16,834.00	874.00
	Student	15,960.00	4,218.00	(11,742.00)
	Children	23,520.00	14,560.00	(8,960.00)
	Season's Tickets			-
	Discounted Tickets		34,442.91	34,442.91
Advertising	Program Ads	4,000.00	**1,700.00**	(2,300.00)
	Season Program Ads			-
				-
Other Revenues	Donations	500.00	935.00	435.00
	Sponsorships	10,000.00	7,850.00	(2,150.00)
Subtotal:	Cookies	500.00		
32,287.06	Old Stone House Tea	500.00	-	
	Seafood Boil	500.00		
	Video Offset	800.00		

TOTAL REVENUES	**120,400.00**	**125,173.91**	**7,073.91**

Subtotal:

114,688.91

West Side Story Budget

April 23- 26, 2025

	EXPENSES	Budget	Actual	Variance	
Honoraria	Director(stage and music)	8,000.00	8,000.00	-	**Tickets**
	Producer	500.00	500.00	-	
	Stage Manager	1,000.00	1,000.00	-	
	Choreographer	1,000.00	1,000.00	-	
	Assistant choreographer	500.00	500.00		
	Audition pianist	100.00	100.00		
	Other (specify) - Sound Tech Hayden J	500.00	500.00	-	
	sound Tech -Andrew B	300.00	300.00		
Box Office Related Fees					
	Box office surcharges	8,000.00	7,404.00		
	Box Office Charge for Comps ($4/ticket)	160.00	104.00	(56.00)	
	Theatre Charge Per Person ($3/person)?	5,000.00	5,631.00	631.00	
	Credit Card Charges (2.5%)	2,000.00	1,361.21	(638.79)	**Advertising**
	Debit Card Charges ($0.04)		3.52	3.52	
	Technician Fees	10,000.00	8,733.59	(1,266.41)	
	Permit & Performance Fees	209.05	209.05	-	
	ADSB Care Staff Charges	500.00	316.40	(183.60)	**Other Revenues**
	Front of House Fees	700.00	595.10	(104.90)	
	Security Fees		934.20	934.20	

	Advances			-	
	Marketing/Design Services			-	**Subtotal:**
	Misc Production Costs			-	**17,888.07**
Royalty Holder Fees	Royalties & Scripts	10,000.00	**7,630.00**	(2,370.00)	
	Music Rental	350.00	350.00	-	
	Track Rental	750.00	750.00	-	
	Projections		-	-	
Production Related Costs	Rent of Rehearsal Space	4,500.00	4,500.00	-	
	Auditions	250.00	176.28	(73.72)	
	Set Construction	5,500.00	6,985.29	1,485.29	
	Paint	1,000.00	490.39	(509.61)	
	Set Decorating	1,000.00	432.01	(567.99)	
	Costumes	200.00	594.58	394.58	
	Dry Cleaning Fees			-	
	Properties	250.00	134.70	(115.30)	
	Lighting	1,000.00	800.00	(200.00)	
	Sound			-	
	Printing	400.00	706.66	306.66	
	Special Effects	1,500.00	1,317.72	(182.28)	
	Advertising	5,000.00	3,635.17	(1,364.83)	
	Programme Printing	2,200.00	4,953.23	2,753.23	
	Batteries, tape, etc.	350.00	350.00	-	
	Cast Party, Hospitality,etc.	500.00	250.00	(250.00)	
	Truck Rental	500.00	270.77	(229.23)	
	Miscellaneous	500.00	393.00	(107.00)	
	Donation			-	
	TOTAL EXPENSES	**74,219.05**	**71,911.87**	(2,307.18)	
		$ 17,680.95	**$ 5,839.39**		

REVENUES	#	$	Budget	#	Actual	Variance
Adult $42(70%)	#######	####	58,800.00	460.00	19,320.00	(39,480.00)
Senior $32(15%)	300.00	####	9,600.00	407.00	13,024.00	
Student $32(10%)	200.00	####	6,400.00	81.00	2,592.00	(3,808.00)
Children $20(5%)	100.00	####	2,000.00	32.00	640.00	(1,360.00)
Season's Tickets						-
Box office fees at $4 each	**#######**	**4.00**	8,000.00	1,851.00	7,404.00	
Discounted Tickets						
group adult		####		14.00	568.82	568.82
Group senior		####		34.00	979.20	
Group B		####		12.00	432.00	
10% adult		38.2		38.00	1,451.60	
10% senior		####		31.00	892.80	
10% student		####		2.00	57.60	
15% adult		####		395.00	14,101.50	
15% senior and student		####		317.00	8,780.90	
15% child		####		28.00	476.00	
total discounted				871.00		
					70,546.70	
hst					129.56	
Program Ads			4,400.00		**4,360.00**	(40.00)
Season Program Ads			500.00		-	(500.00)
						-
Donations			200.00		375.00	175.00
Sponsorships						-
* Pharmasave			2,000.00		2,000.00	

script $ received					300.00	
davids score					40.00	
TOTAL REVENUES			**91,900.00**		**77,751.26**	**(44,444.18)**

Application Project Plan Template

Name of Applicant: The Musical Comedy Guild

Intake/Date: Unit B - 258 Wellington

Page of E

Activity	Start Date of Activity (M/Y)	End Date of Activity (M/Y)	Description/ Notes
Auditions for "Into the Woods" Directed by David Dellaire	May 8, 2026	May 10, 2026	Happy Auditioning!
Workshops in Acting, Singing and Dancing	July	August	Having local professionals teach classes to assist local actors broaden their talents
Start Rehearsals for Into the Woods	Early September	Up until Show Dates	Rehearse Rehearse Rehearse for the Fall Production
Performances of "Into the Woods"	November 18, 2026	November 21, 2026	BREAK A LEG!
Auditions for "Rock of Ages" Directed by Andrew Stuetz	Early December	Early December	Happy Auditioning!
Performances of "Rock of Ages"	April 28, 2027	May 2, 2027	BREAK A LEG!

The Musical Comedy Guild of Sault Ste. Marie								
	Year	Month	Program	Show	Place	Stage Director	Music Director	President
	1962	June		Guild Organizing Meeting				
	1962	September		Guild formed. Executive elected.				
1	1963	March	✔	H.M.S. Pinafore	Collegiate	Mary Jamieson	Frank Elliott	Mary Jamieson
2	1963	November	✔	The Mikado	Collegiate	Mary Jamieson	Frank Elliott	John Walker
3	1964	April	✔	The Pirates of Penzance	Collegiate	John Walker	Frank Elliott	John Walker
4	1964	December	✔	Handel's Messiah	Collegiate	John Walker	Frank Elliott	Norman Green
5	1965	April	✔	The Merry Widow	Collegiate	John Walker	Frank Elliott	Norman Green
6	1965	November	✔	The Guild in Concert	Collegiate	John Walker	Frank Elliott	Norman Green
7	1966	April		Yeomen of the Guard	Collegiate	John Walker	Frank Elliott	Tom Bailey
8	1966	December	✔	Brigadoon	Collegiate	James Whicher	Frank Elliott	Tom Bailey
9	1967	May	✔	Kiss Me, Kate	Collegiate	Wilf Beauchamp	Frank Elliott	John Morely
10	1967	November	✔	Guys and Dolls	Collegiate	James Whicher	Frank Elliott	John Morely
11	1968	May		The Gondoliers	Collegiate	Dave Robertson	Frank Elliott	Barbara McGuire
12	1968	February	✔	Die Fledermaus	Lakeway	Arla J. Sillers	James Whicher	Barbara McGuire
13	1969	January	✔	Finian's Rainbow	Lakeway	Roland White	Frank Elliott	Eugene Haines
14	1969	May	✔	Oklahoma!	Korah	Wilf Beauchamp	Frank Elliott	Eugene Haines
15	1970	January	✔	South Pacific	Korah	Wilf Beauchamp	Frank Elliott	Noel Goater
16	1971	November	✔	Pajama Game	Korah	John Fleming	Robert Cooper	Eugene Haines
17	1971	April	✔	Mikado	Korah	Wilf Beauchamp	Frank Elliott	Eugene Haines
18	1971	December	✔	Handel's Messiah	Collegiate	Wilf Beauchamp	Frank Elliott	Eugene Haines
19	1972	May	✔	The Music Man	Korah	Jean Keating	Robert Cooper	John Skinner
20	1972	November	✔	Camelot	Korah	John Fleming	Frank Elliott	John Skinner
21	1973	May		Carousel	Korah	Jean Keating	Frank Elliott	John Skinner
22	1973	November	✔	My Fair Lady	Korah	Robert Cooper	Frank Elliott	John Skinner
23	1974	May	✔	Anne of Green Gables	Korah	Linda White	Frank Elliott	Kevin Bice
24	1974	October	✔	Anything Goes	Korah	Don Gillies	Jack Crawford	Kevin Bice
25	1975	March	✔	Ruddigore	Korah	Kevin Bice	Frank Elliott	John Fleming
26	1975	November	✔	Fiddler on the Roof	Korah	Jean Keating	Frank Elliott	John Fleming
27	1976	April	✔	Hello, Dolly!	Lakeway	John Fleming	Frank Elliott	John Fleming
28	1976	November		Oliver!	Lakeway	Linda White	Gail Willett	John Fleming
29	1977	March	✔	Can Can	Korah	Robert Galbraith	Greg Stephen	John Fleming
30	1977	November	✔	Li'l Abner	Korah	Trixie Hardy	Albert Furtney	John Fleming
31	1978	March	✔	Sweet Charity	Lakeway	Greg Stephen	Greg Stephen	John Fleming
32	1978		✔	The Wizard of Oz	Lakeway	Jean Keating	Albert Furtney	John Fleming
33	1979	February	✔	The Fantastiks	Lakeway	Greg Stephens	Albert Furtney	John Fleming

34	1979		✔	Funny Girl	Lakeway	Allan Hughes	Albert Furtney	John Fleming
35	1980	February		Applause	Korah	Terry Burns	Albert Furtney	John Fleming
36	1980	November	✔	Guys and Dolls	Korah	Richard Jenkins	Frank Elliott	John Fleming
37	1981	April	✔	M.C.G. Cabaret	Knights of Columbus		Frank Elliott	Mabel Coulter
38	1981	December	✔	Mr. Scrooge	White Pines	Jean Keating	David Frech	Mabel Coulter
39	1982	March		You're a Good Man, Charlie Brown	Lakeway	Linda White	David Frech	Mabel Coulter
40	1982	November	✔	West Side Story	Korah	Trixie Hardey	Frank Elliott	Mabel Coulter
41	1983	February	✔	The Dandy Lion	Lakeway	Linda White	Lori Betik	Trixie Hardy
42	1983	November	✔	Gypsy	Korah	John Fleming	Frank Elliott	Trixie Hardy
43	1984	April	✔	Grease	White Pines	Rick Conklin	Sonya Ostrowski	Trixie Hardy
44	1984	November	✔	Dames at Sea	White Pines	Trixie Hardey	Sonya Ostrowski	Trixie Hardy
45	1985	February	✔	Chicago	White Pines	Joy Lowry	Chris Guzzo	Rick Conklin
46	1985	November	✔	Mame	White Pines	John Fleming	Bonnie Forsell	Rick Conklin
47	1986	April	✔	Bye Bye Birdie	Korah	Rick Conklin	Chris Guzzo	Rick Conklin
48	1986	November	✔	M.C.G. Review	White Pines	Rick Conklin	David Frech	Rick Conklin
49	1987	February	✔	The Me Nobody Knows	Korah	Rick Conklin	Marti Hopson	Rick Conklin
50	1987	November	✔	Brigadoon	Korah	John Fleming	Lajos Bornyi	Rick Conklin
51	1988	February	✔	I'm Getting My Act Together and	Korah	Diane Conklin	Chris Guzzo	Rick Conklin
52	1988	April	✔	Godspell	Korah	Jean Keating	Robert Cooper	Rick Conklin
53	1988	November		Annie	White Pines	Rick Conklin	Lajos Bornyi	Rick Conklin
54	1989	March	✔	Cabaret	Korah	Richard Howard	Steve Burgess	Ardys Fleming
55	1989	November	✔	Man Of La Mancha	Korah	Jean Keating	Frank Elliott	Ardys Fleming
56	1990	April	✔	Hair	Korah	Diane Conklin	Susan Barber	Ardys Fleming
57	1990	November		Oliver!	Korah	Richard Howard	Susan Barber	Ardys Fleming
58	1991	May		The Boy Friend	White Pines	Thom Jaskula	Roni Dal Cin	Ardys Fleming
59	1991	November	✔	The Fantastiks	White Pines	Jean Keating	Roni Dal Cin	Ardys Fleming
60	1992	March	✔	Nunsense	White Pines	Jo-Ann Egan	Roni Dal Cin	Ardys Fleming
61	1992	November	✔	42nd Street	White Pines	Thom Jaskula	Mary Madonna	Ardys Fleming
62	1993	May	✔	The King and I	White Pines	Giulio Kukurugya	Frank Elliott	Marguerite Griffith
63	1993	November	✔	Anne of Green Gables	White Pines	Marie Arcangeletti	Frank Elliott	Marguerite Griffith
64	1994	March	✔	Nunsense II	White Pines	John Patterson	Bruce Douville	Marguerite Griffith
65	1994	November	✔	Joseph and his Amazing Technicolor	White Pines	Marie Arcangeletti	Bonnie Forsell	Louise Griffith
67	1995	May	✔	Hello, Dolly!	White Pines	Giulio Kukurugya	Frank Elliott	Louise Griffith
68	1995	November	✔	The Sound of Music	White Pines	Marie Arcangeletti	Frank Elliott	Louise Griffith
69	1996	May	✔	Peter Pan	White Pines	Marie Arcangeletti	Sharon Dick	Louise Griffith
70	1996	November	✔	Once Upon a Mattress	White Pines	Timothy Murphy	Val Suriano	Lori Mancini

71	1997	May	✔	Grease	White Pines	Marie Arcangeletti	Bonnie Forsell	Judith Bouliane
72	1997	November	✔	Cinderella	White Pines	Timothy Murphy	Val Suriano	Judith Bouliane
73	1998	May	✔	Company	White Pines	Timothy Murphy	Susan Barber	Judith Bouliane
74	1998	November	✔	Tommy	White Pines	Timothy Murphy	Fred Pelletier	Judith Bouliane
75	1999	May		Swinging on a Star	White Pines	Pat Ruiciatti	Jeff Holmes	
76	1999	November	✔	A Chorus Line	White Pines	Rick Conklin & Kelly	Peter Scofield	Chris Rous
77	2000	February	✔	Nunsense Jamboree	White Pines	Leeann Pearson	Lorraine Smith	Chris Rous
78	2000	November	✔	The Secret Garden	White Pines	Clinton Walker	Melissa Ostrowski	Chris Rous
79	2001	February		Godspell	White Pines	Jean Keating	Lorraine Smith	Chris Rous
80	2001	November	✔	Joseph and his Amazing Technicolor	White Pines	Marie Arcangeletti	Bonnie Forsell	Louise Griffith
81								
82	2002	November	✔	The Music Man	White Pines	Timothy Murphy	Lajos Bornyi	Terri Miller
83	2003	March	✔	A Tribute to Frank Elliott	White Pines	Timothy Murphy	Mary Madonna, Sue Barber,	Terri Miller
84	2003	November	✔	Bye Bye Birdie	White Pines	Jean Keating	Bob Cooper & Fred Pelletier	Terri Miller
85	2004	May		A Funny Thing Happened on the	White Pines	Timothy Murphy		Lesley Walsh Tibben
86	2004	November	✔	Chicago	White Pines	Timothy Murphy	Cheryl Turgeon	Lesley Walsh Tibben
87	2005	March	✔	A Celebration of Youth	White Pines	Sarah Huckson,	Mary Madonna	Lesley Walsh Tibben
88	2005	November	✔	Beauty and the Beast	White Pines	Marie Arcangeletti		Lesley Walsh Tibben
89	2006	November	✔	The Best Little Whorehouse in	White Pines	Timothy Murphy	Cheryl Turgeon	Lesley Walsh Tibben
90	2007	May		Pirates of Penzance	White Pines	Timothy Murphy	Stephen Mallinger	Lesley Walsh Tibben
91	2007	November	✔	Oliver!	White Pines	Clinton Hammond	Peter Scoffield	Lesley Walsh Tibben
92	2008	May	✔	Pippin	White Pines	Timothy Murphy	Susan Barber	Terri Miller
93	2008	November	✔	Footloose	White Pines	Timothy Murphy	Mark Pecile	Terri Miller
94	2009	May		Have I Got A Revue For You, Tony	White Pines	Lesley Walsh/Terri	Peter Schoffield	Terri Miller
95	2009	November		Rent	White Pines	Adam Proulx	Susan Barber	Terri Miller
96	2010	May	✔	The Wizard of Oz	White Pines	Timothy Murphy	Stephen Mallinger	Terri Miller
97	2010	November	✔	She Loves Me	White Pines	Jonathan Geenan	Paul Dingle	Terri Miller
98	2011	May	✔	The Producers	White Pines	Timothy Murphy	Stephen Mallinger	Terri Miller
99	2011	November	✔	Annie	White Pines	Loretta Durat	Anthony Aceti	Terri Miller
100	2012	May	✔	The Next 50 Years	White Pines	Anthony Aceti & Skye	Anthony Aceti	Terri Miller
101	2012	November	✔	42nd Street	White Pines	Mik Patton	Elizabeth Kinghorn	
	2013			No spring show				
102	2013	November	✔	Les Miserables	White Pines	Joe Lauzon/Loretta	Paul Dingle	
103	2014	May	✔	Marvellous Wonderettes	Grand Gardens	Loretta Durat	Nicole Dugas	
104	2014	November		JCSuperstar	White Pines	Joe Lauzon	Paul Dingle	
	2015			No spring show				
105	2015	November	✔	Mary Poppins	White Pines	Timothy Murphy	Paul Dingle	

106	2016	May		Why Do Fools Fall In Love	Quattro	Lucas Beaver	Rusty McCarthy			
107	2016	November	✔	A Christmas Carol	White Pines	Timothy Murphy	Paul Dingle	Leith Harris		
108	2017	May	✔	The Andrews Brothers	Quattro	Lucas Beaver	Rusty McCarthy	Leith Harris		
109	2017	November	✔	Anne of Green Gables	White Pines	Timothy Murphy	Rony Dal Cin	Leith Harris		
110	2018	April	✔	9 to 5	White Pines	Lucas Beaver	Rony Dal Cin	Leith Harris		
111	2018	November		Mamma Mia!	White Pines	Lucas Beaver	Rony Dal Cin	Leith Harris		
112	2019	May		Shrek	White Pines	Timothy Murphy		Louise Stephens		
113	2019	November		Cats	White Pines	Lucas Beaver	Rony Dal Cin	Louise Stephens		
COVID-19										
114	2022	October		The Addams Family	White Pines	Timothy Murphy		Louise Stephens		
115	2023	May		60th Anniversary Gala Concert	White Pines	Lauren Kinney		Louise Stephens		
116	2023	November		Fiddler on the Roof	White Pines	Anthony Aceti		Louise Stephens		
117	2024	May		Legally Blonde	White Pines	Jennifer Avery/Lesley	Peter Schoffield	Louise Stephens		
	2024	November		White Christmas	White Pines	Timothy Murphy		Lizz McIntosh		
	2025	April		West Side Story	White Pines	David Dellaire	David Dellaire	Lizz McIntosh		
	2025	November		Disney's The Little Mermaid	White Pines	Timothy Murphy	Timothy Murphy	Lizz McIntosh		
	2026	April		Little Shop of Horrors	White Pines	Jennifer Avery/Lesley W	Stephen Gagnon Ruscio	Lizz McIntosh		

OREA Ontario Real Estate Association

Form 510
for use in the Province of Ontario

Agreement to Lease
Commercial - Long Form

DURHAM REGION ASSOCIATION OF REALTORS

This Agreement to Lease (Agreement) dated this 10 day of January 20 25

TENANT: Musical Comedy Guild of Sault Ste Marie Inc.
(Full legal names of all Tenants)

LANDLORD: Cheteri Properties Inc.
(Full legal names of all Landlords)

The Tenant hereby offers to lease from the Landlord the premises as described herein on the terms and subject to the conditions as set out in this Agreement. For the purposes of this Agreement to Lease "Tenant" includes lessee and "Landlord" includes lessor.

1. **PREMISES:** The "Premises" consisting of approximately 1200 (square) Feet (feet/metres) more or less on the First floor of the "Building" known municipally as Unit A - 258 Wellington Street West in the city of Sault Ste. Marie, Province of Ontario, as shown outlined on the plan attached as Schedule "____".

2. **USE:** The Premises shall be used only for **Commercial activities associated to the above listed business under "Tenant"**
The Tenant agrees this space is not to be used as a residential space, assigned, sublet or otherwise apportioned to any other person or company without expressed and written consent of the Landlord

3. **TERM OF LEASE:**
(a) The Lease shall be for a term of Twenty-four (24) months commencing on the First day of February, 20 25, and terminating on the Last day of January, 20 27

(b) Provided the Tenant is not at any time in default of any covenants within the Lease, the Tenant shall be entitled to renew this Lease for One additional term(s) of Twenty-four months (each) on written notice to the Landlord given not less than Two months prior to the expiry of the current term at a rental rate to be negotiated. In the event the Landlord and Tenant can not agree on the fixed minimum rent at least two months prior to expiry of the current lease, the fixed minimum rent for the renewal period shall be determined by arbitration in accordance with the Arbitration Act or any successor or replacement act.

4. **RENTAL:** *Fixed minimum rent:* The fixed minimum rent payable by the Tenant for each complete twelve-month period during the lease term shall be:

From February 1/25 to January 31/27 (inclusive), $ 9,600.00 (per annum) being $ 800.00 (per month), based upon $ ____ (per sq) ____ (foot/metre)

From ____ to ____ (inclusive), $ ____ (per annum) being $ ____ (per month), based upon $ ____ (per sq) ____ (foot/metre)

From ____ to ____ (inclusive), $ ____ (per annum) being $ ____ (per month), based upon $ ____ (per sq) ____ (foot/metre)

From ____ to ____ (inclusive), $ ____ (per annum) being $ ____ (per month), based upon $ ____ (per sq) ____ (foot/metre)

From ____ to ____ (inclusive), $ ____ (per annum) being $ ____ (per month), based upon $ ____ (per sq) ____ (foot/metre)

plus HST, and other tax (other than income tax) imposed on the Landlord or the Tenant with respect to rent payable by the Tenant, payable on:
(Check one box only)

☒ the ____ day of each month commencing February 1st, 2025

☐ the ____ day of the first month immediately following completion of the Landlord's Work.

The fixed minimum rent shall be adjusted if the actual measurements of the Leased Premises differ from the approximate area. The actual measurement shall be agreed upon and failing agreement, calculated by an Ontario Land Surveyor/Architect using the current Building Owners And Managers Association standard form of measurement and shall be binding on both parties.

INITIALS OF TENANT(S): [illegible] EBD **INITIALS OF LANDLORD(S):** AP

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5. **DEPOSIT AND PREPAID RENT:** The Tenant delivers Upon acceptance (Herewith/Upon acceptance/as otherwise described in this Agreement)

by negotiable cheque payable to Cheteri Properties Inc. "Deposit Holder"

in the amount of Eighteen hundred and eight dollars

Canadian dollars ($ 1,808.00) to be deposited and held in trust as security for the faithful performance by the Tenant of all terms, covenants and conditions of the Agreement and after the earlier of occupancy by the tenant or execution of the Lease to be applied by the Landlord against the First and Last month's rent and HST. If the Agreement is not accepted, the deposit is to be returned to the Tenant without interest or deduction. For the purposes of this Agreement, "Upon Acceptance" shall mean that the Tenant is required to deliver the deposit to the Deposit Holder within 24 hours of the acceptance of this Agreement. The parties to this Agreement hereby acknowledge that, unless otherwise provided for in this Agreement, the Deposit Holder shall place the deposit in trust in the Deposit Holder's non-interest bearing Real Estate Trust Accountand no interest shall be earned, received or paid on the deposit.

6. **SERVICES: (Check one box only)**

☒ The Tenant shall pay the cost of hydro, gas, water, heating, air-conditioning and for all other services and utilities as may be provided to the premises. The tenant shall arrange with the local authority for connection of gas, electricity and water in the name of the Tenant.

☐ The Landlord shall pay the cost of hydro, gas, water, heating, air-conditioning and for all other services and utilities as may be provided to the premises.

7. **ADDITIONAL RENT AND CHARGES:**

☐ **Check this box if Additional Rent as described below to be paid by Tenant**

The Tenant shall additionally pay a proportionate share of all costs and expenses incurred by the Landlord in maintaining, operating, cleaning, insuring and repairing the property and, without limiting the generality of the foregoing, such costs and expenses shall include the costs of:

(i) snow, garbage, and trash removal;
(ii) landscaping and planters;
(iii) heating, ventilating and air-conditioning, and providing hot and cold water and other utilities and services to, and operating the common areas of the property, and maintaining and repairing the machinery and equipment for such utilities and services;
(iv) the realty taxes, assessments, rates, charges and duties levied or assessed against the property (save any tax on the personal income of the Landlord);
(v) insuring the property and such other insurance as the Landlord will effect against public liability, property damage, loss of rental income and other casualties and risks.
(vi) .....

8. **SCHEDULES:** The Schedules attached hereto shall form an integral part of this Agreement to Lease and consist of: Schedule(s) "A"

9. **IRREVOCABILITY:** This offer shall be irrevocable by (Landlord/Tenant) until (a.m./p.m.) on the ..... day of ....., 20....., after which time if not accepted, this offer shall be null and void and all monies paid thereon shall be returned to the Tenant without interest or deduction.

10. **NOTICES:** The Landlord hereby appoints the Listing Brokerage as agent for the Landlord for the purpose of giving and receiving notices pursuant to this Agreement. Where a Brokerage (Tenant's Brokerage) has entered into a representation agreement with the Tenant, the Tenant hereby appoints the Tenant's Brokerage as agent for the purpose of giving and receiving notices pursuant to this Agreement. **Where a Brokerage represents both the Landlord and the Tenant (multiple representation), the Brokerage shall not be appointed or authorized to be agent for either the Tenant or the Landlord for the purpose of giving and receiving notices.** Any notice relating hereto or provided for herein shall be in writing. In addition to any provision contained herein and in any Schedule hereto, this offer, any counter-offer, notice of acceptance thereof or any notice to be given or received pursuant to this Agreement or any Schedule hereto (any of them, "Document") shall be deemed given and received when delivered personally or hand delivered to the Address for Service provided in the Acknowledgement below, or where a facsimile number or email address is provided herein, when transmitted electronically to that facsimile number or email address, respectively, in which case, the signature(s) of the party (parties) shall be deemed to be original.

FAX No.: ..... (For delivery of Documents to Landlord)

Email Address: ..... (For delivery of Documents to Landlord)

FAX No.: ..... (For delivery of Documents to Tenant)

Email Address: ..... (For delivery of Documents to Tenant)

INITIALS OF TENANT(S): [signature]

INITIALS OF LANDLORD(S): AP

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11. **LANDLORD'S AND TENANT'S WORK:** The Landlord agrees to complete the work described as the "Landlord's Work" in Schedule "....." attached hereto. The Tenant agrees to complete any additional work necessary to prepare the Premises for the Tenant's use, described as "Tenant's Work" in Schedule "....." attached hereto. The Tenant shall not proceed with any work within or affecting the Premises without the Landlord's prior written approval, which approval shall not be unreasonably withheld.

12. **SIGNAGE:** The Tenant may, at its own expense, erect signage in a good and workmanlike manner, subject to municipal by-laws and government regulations and subject to the Landlord's written approval as to the design, colour, and content of any such signs, which approval shall not be unreasonably withheld, and to be located as follows: At the front and rear of the building.

13. **INSURANCE:** The Tenant agrees to insure the property and operations of the Tenant, including insurance for fire and such additional perils as are normally insured against, liability insurance and any other insurance as may be reasonably required by the Landlord.

14. **EXECUTION OF LEASE:** The Lease shall be prepared by the Landlord at the Landlord's expense, in accordance with the terms and conditions of this Agreement. The Lease will be signed and executed by both parties hereto prior to the commencement of work on the premises by either party and prior to occupancy by the Tenant.

15. **OCCUPANCY OR RENT TO ABATE:** In the event the premises are not completed by the Landlord for occupancy by the Tenant on the date set out herein for commencement of the Term of the Lease, the rent under this agreement shall abate to the extent of such delay, and the Tenant hereby agrees to accept such abatement of rent in full settlement of all claims which the Tenant might otherwise make because the Premises were not ready for occupancy by the said date.

16. **ASSIGNMENT:** This Agreement to Lease shall not be assignable or otherwise transferable by the Tenant. The Tenant may not sublet or assign or transfer its interest in the Lease contemplated herein without securing the written consent from the Landlord, which consent shall not be unreasonably withheld, provided however, if the consent is granted, the Tenant shall remain liable for all obligations under the Lease.
If the Tenant is a corporation, the transfer of the majority of the issued shares in the capital stock, or any transfer, issuance or division of shares of the corporation sufficient to transfer control of the corporation shall be deemed for all purposes to be an assignment within the meaning of this Agreement and any Lease. This provision shall not apply to a corporation whose shares are listed and traded on any recognized public stock exchange in Canada or the United States.

17. **PARKING:** Unless otherwise stipulated, parking, if applicable, shall be in common and unreserved.
- One parking spot at the rear of the building.

18. **AGREEMENT IN WRITING:** If there is any conflict or discrepancy between any provision added to this Agreement (including any Schedule attached hereto) and any provision in the standard pre-set portion hereof, the added provision shall supersede the standard pre-set provision to the extent of such conflict or discrepancy. This Agreement, including any Schedule attached hereto, shall constitute the entire Agreement between Landlord and Tenant. There is no representation, warranty, collateral agreement or condition, which affects this Agreement other than as expressed herein. This Agreement shall be read with all changes of gender or number required by the context.

19. **LEGAL, ACCOUNTING AND ENVIRONMENTAL ADVICE:** The parties acknowledge that any information provided by the broker is not legal, accounting, tax or environmental advice, and that it has been recommended that the parties obtain independent professional advice prior to signing this document.

20. **ELECTRONIC SIGNATURES:** The parties hereto consent and agree to the use of electronic signatures pursuant to the *Electronic Commerce Act, 2000*, S.O. 2000, c17 as amended from time to time with respect to this Agreement and any other documents respecting this transaction.

21. **BINDING AGREEMENT:** This Agreement and the acceptance thereof shall constitute a binding agreement by the parties to enter into the Lease of the Premises and to abide by the terms and conditions herein contained.

INITIALS OF TENANT(S): EM **INITIALS OF LANDLORD(S):** AP

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22. SUCCESSORS AND ASSIGNS: The heirs, executors, administrators, successors and assigns of the undersigned are bound by the terms herein.

SIGNED, SEALED AND DELIVERED in the presence of: IN WITNESS whereof I have hereunto set my hand and seal:

(Witness)	Elmarie McIntosh (Tenant/Authorized Signing Officer)	(Seal)	March 22, 2025 (Date)
(Witness)	Emily Smith-Bakry (Tenant/Authorized Signing Officer)	(Seal)	March 22, 2025 (Date)
(Witness)	(Guarantor)	(Seal)	(Date)

We/I the Landlord hereby accept the above offer, and agree that the commission together with applicable Harmonized Sales Tax (and any other tax as may hereafter be applicable) may be deducted from the deposit and further agree to pay any remaining balance of commission forthwith.

(Witness)	Cheteri Properties Inc. Per Andrei Pershin (Landlord/Authorized Signing Officer)	(Seal)	January 12, 2025 (Date)
(Witness)	(Landlord/Authorized Signing Officer)	(Seal)	(Date)

CONFIRMATION OF ACCEPTANCE: Notwithstanding anything contained herein to the contrary, I confirm this Agreement with all changes both typed and written was finally accepted by all parties at ..... (a.m./p.m.) this ..... day of ....., 20.....

.....
(Signature of Landlord or Tenant)

INFORMATION ON BROKERAGE(S)

Listing Brokerage ..... (Tel.No.)

..... (Salesperson/Broker/Broker of Record Name)

Co-op/Tenant Brokerage ..... (Tel.No.)

..... (Salesperson/Broker/Broker of Record Name)

ACKNOWLEDGEMENT

I acknowledge receipt of my signed copy of this accepted Agreement to Lease and I authorize the Brokerage to forward a copy to my lawyer.

(Landlord) (Date)

(Landlord) (Date)

Address for Service.....

..... (Tel. No.)

Landlord's Lawyer.....

Address.....

Email.....

(Tel. No.) (Fax. No.)

I acknowledge receipt of my signed copy of this accepted Agreement to Lease and I authorize the Brokerage to forward a copy to my lawyer.

(Tenant) (Date)

(Tenant) (Date)

Address for Service.....

..... (Tel. No.)

Tenant's Lawyer.....

Address.....

Email.....

(Tel. No.) (Fax. No.)

FOR OFFICE USE ONLY

COMMISSION TRUST AGREEMENT

To: Co-operating Brokerage shown on the foregoing Agreement to Lease:
In consideration for the Co-operating Brokerage procuring the foregoing Agreement to Lease, I hereby declare that all moneys received or receivable by me in connection with the Transaction as contemplated in the MLS® Rules and Regulations of my Real Estate Board shall be receivable and held in trust. This agreement shall constitute a Commission Trust Agreement as defined in the MLS® Rules and shall be subject to and governed by the MLS® Rules pertaining to Commission Trust.

DATED as of the date and time of the acceptance of the foregoing Agreement to Lease.

Acknowledged by:

..... (Authorized to bind the Listing Brokerage)

..... (Authorized to bind the Co-operating Brokerage)

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OREA Ontario Real Estate Association

Schedule A
Agreement to Lease – Commercial

Form 512 for use in the Province of Ontario

Commercial Network

This Schedule is attached to and forms part of the Agreement to Lease between:

TENANT (Lessee), Musical Comedy Guild of Sault Ste Marie Inc. Kim Smith-Bahry, and

LANDLORD (Lessor), Cheteri Properties Inc.

for the lease of Unit A - 258 Wellington Street West, in the city of Sault Ste. Marie, ON, P6A 1H9

dated the 14 day of January, 20 25

The landlord agrees to provide early occupancy to the tenant at no extra charge on January 14th, 2025, provided utilities are transferred into the tenant's name.

Normal rent payments are to commence on February 1st, 2025.

The landlord will allow the tenants to install a man door, create an opening between two commercial units or make cosmetic alterations to the space that will suit the tenant's use. The tenant agrees to return the space to as close to the current state at completion if the tenant moves out at the lease end.

The tenant is responsible for their garbage removal.

Landlord is responsible for snow removal and general maintenance.

The tenant is responsible for shovelling and sanding only in front of their own entranceway.

This form must be initialled by all parties to the Agreement to Lease.

INITIALS OF TENANT(S): **INITIALS OF LANDLORD(S):** AP

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OREA Ontario Real Estate Association

Form 511
for use in the Province of Ontario

Agreement to Lease
Commercial - Short Form

DURHAM REGION ASSOCIATION OF REALTORS®

This Agreement to Lease (Agreement) dated this 21 day of July 20 25

TENANT: Musical Comedy Guild of Sault Ste Marie Inc.
(Full legal names of all Tenants)

LANDLORD: Cheteri Properties Inc.
(Full legal names of all Landlords)

The Tenant hereby offers to lease from the Landlord the premises as described herein on the terms and subject to the conditions as set out in this Agreement. For the purposes of this Agreement to Lease "Tenant" includes lessee and "Landlord" includes lessor.

1. **PREMISES:** The "Premises" consisting of approximately 1200 (square) Feet (feet/metres) more or less on the First floor of the "Building" known municipally as Unit B - 258 Wellington Street West in the of Sault Ste. Marie, Province of Ontario, as shown outlined on the plan attached as Schedule "".

2. **USE:** The Premises shall be used only for play acting, rehersal, meetings. fabricate/build set pieces, stotage, etc.
The Tenant agrees this space is not to be used as a residential space, assigned, sublet or otherwise apportioned to any other person or company without expressed and written consent of the Landlord

3. **TERM OF LEASE:** The Lease shall be for a term of Two years months commencing on the First day of August, 20 25, and terminating on the Last day of July, 20 27

4. **RENTAL:** At a rental of $ 16,200.00 per annum, payable $ 1,350.00 monthly in advance, on the First day of each month during the said term, plus HST.

5. **DEPOSIT AND PREPAID RENT:** The Tenant delivers Deposit has already been paid.
(Herewith/Upon acceptance/as otherwise described in this Agreement)
by negotiable cheque payable to "Deposit Holder"
in the amount of
Canadian dollars ($) to be deposited and held in trust as security for the faithful performance by the Tenant of all terms, covenants and conditions of the Agreement and after the earlier of occupancy by the tenant or execution of the Lease to be applied by the Landlord against the and month's rent and HST. If the Agreement is not accepted, the deposit is to be returned to the Tenant without interest or deduction. For the purposes of this Agreement, "Upon Acceptance" shall mean that the Tenant is required to deliver the deposit to the Deposit Holder within 24 hours of the acceptance of this Agreement. The parties to this Agreement hereby acknowledge that, unless otherwise provided for in this Agreement, the Deposit Holder shall place the deposit in trust in the Deposit Holder's non-interest bearing Real Estate Trust Account and no interest shall be earned, received or paid on the deposit.

INITIALS OF TENANTS: ( ) **INITIALS OF LANDLORD(S):** (AP)

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6. **ADDITIONAL TERMS**

- The Tenant shall allow the Landlord or a designate unrestricted access to the commercial property, provided proper notice is given by the Landlord
- Any commercial activity undertaken by the Tenant shall not be of a kind that disturbs, harasses or otherwise inconveniences other residents / occupants of the building
- The Tenant shall not undertake any major renovations of the commercial space without prior approval from the Landlord
- All of the utility use (electrical / water / gas) are responsibility of the Tenant.

7. **SCHEDULES:** The Schedules attached hereto shall form an integral part of this Agreement to Lease and consist of: Schedule(s) A

8. **IRREVOCABILITY:** This offer shall be irrevocable by ..... (Landlord/Tenant) until ..... (a.m./p.m.) on the ..... day of ....., 20..... after which time if not accepted, this offer shall be null and void and all monies paid thereon shall be returned to the Tenant without interest or deduction.
It is further understood that all representations by the Landlord or any of the Landlord's representatives are set out in this Agreement.

9. **NOTICES:** The Landlord hereby appoints the Listing Brokerage as agent for the Landlord for the purpose of giving and receiving notices pursuant to this Agreement. Where a Brokerage (Tenant's Brokerage) has entered into a representation agreement with the Tenant, the Tenant hereby appoints the Tenant's Brokerage as agent for the purpose of giving and receiving notices pursuant to this Agreement. **Where a Brokerage represents both the Landlord and the Tenant (multiple representation), the Brokerage shall not be appointed or authorized to be agent for either the Tenant or the Landlord for the purpose of giving and receiving notices.** Any notice relating hereto or provided for herein shall be in writing. In addition to any provision contained herein and in any Schedule hereto, this offer, any counter-offer, notice of acceptance thereof or any notice to be given or received pursuant to this Agreement or any Schedule hereto (any of them, "Document") shall be deemed given and received when delivered personally or hand delivered to the Address for Service provided in the Acknowledgement below, or where a facsimile number or email address is provided herein, when transmitted electronically to that facsimile number or email address, respectively, in which case, the signature(s) of the party (parties) shall be deemed to be original.

FAX No.: ..... (For delivery of Documents to Landlord)
FAX No.: ..... (For delivery of Documents to Tenant)

Email Address: ..... (For delivery of Documents to Landlord)
Email Address: ..... (For delivery of Documents to Tenant)

10. **EXECUTION OF LEASE:** The Lease shall be prepared by the Landlord at the Landlord's expense, in accordance with the terms and conditions of this Agreement subject to minor adjustments. The Lease will be signed and executed by both parties hereto prior to the commencement of work on the premises by either party and prior to occupancy by the Tenant.

11. **AGREEMENT IN WRITING:** If there is any conflict or discrepancy between any provision added to this Agreement (including any Schedule attached hereto) and any provision in the standard pre-set portion hereof, the added provision shall supersede the standard pre-set provision to the extent of such conflict or discrepancy. This Agreement, including any Schedule attached hereto, shall constitute the entire Agreement between Landlord and Tenant. There is no representation, warranty, collateral agreement or condition, which affects this Agreement other than as expressed herein. This Agreement shall be read with all changes of gender or number required by the context.

12. **LEGAL, ACCOUNTING AND ENVIRONMENTAL ADVICE:** The parties acknowledge that any information provided by the broker is not legal, accounting, tax or environmental advice, and that it has been recommended that the parties obtain independent professional advice prior to signing this document.

13. **ELECTRONIC SIGNATURES:** The parties hereto consent and agree to the use of electronic signatures pursuant to the *Electronic Commerce Act, 2000*, S.O. 2000, c17 as amended from time to time with respect to this Agreement and any other documents respecting this transaction.

14. **BINDING AGREEMENT:** This Agreement and the acceptance thereof shall constitute a binding agreement by the parties to enter into the Lease of the Premises and to abide by the terms and conditions herein contained.

INITIALS OF TENANTS: ( ) **INITIALS OF LANDLORD(S):** (AP)

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15. SUCCESSORS AND ASSIGNS: The heirs, executors, administrators, successors and assigns of the undersigned are bound by the terms of this Agreement.

SIGNED, SEALED AND DELIVERED in the presence of: IN WITNESS whereof I have hereunto set my hand and seal:

(Witness)	(Tenant/Authorized Signing Officer)	(Seal)	(Date)
(Witness)	(Tenant/Authorized Signing Officer)	(Seal)	(Date)
(Witness)	(Guarantor)	(Seal)	(Date)

We/I the Landlord hereby accept the above offer, and agree that the commission together with applicable Harmonized Sales Tax (and any other tax as may hereafter be applicable) may be deducted from the deposit and further agree to pay any remaining balance of commission forthwith.

(Witness)	(Landlord/Authorized Signing Officer)	(Seal)	(Date)
(Witness)	(Landlord/Authorized Signing Officer)	(Seal)	(Date)

CONFIRMATION OF ACCEPTANCE: Notwithstanding anything contained herein to the contrary, I confirm this Agreement with all changes both typed and written was finally accepted by all parties at ..... (a.m./p.m.) this ..... day of ....., 20.....

(Signature of Landlord or Tenant)

INFORMATION ON BROKERAGE(S)

Listing Brokerage ..... (Tel.No.)

(Salesperson/Broker/Broker of Record Name)

Co-op/Tenant Brokerage ..... (Tel.No.)

(Salesperson/Broker/Broker of Record Name)

ACKNOWLEDGEMENT

I acknowledge receipt of my signed copy of this accepted Agreement to Lease and I authorize the Brokerage to forward a copy to my lawyer.

(Landlord) Per: Andrei Pershin July 21, 2025 (Date)

(Landlord) (Date)

Address for Service Suite A - 455 Danforth Avenue

Toronto, ON, M4K 1P1 647-217-4630 (Tel. No.)

Landlord's Lawyer.....

Address.....

Email.....

(Tel. No.) (Fax. No.)

I acknowledge receipt of my signed copy of this accepted Agreement to Lease and I authorize the Brokerage to forward a copy to my lawyer.

(Tenant) Kim Smith-Bahry on behalf of Musical Comedy Guild of Sault Ste Marie Inc. (Date)

(Tenant) Lizz McIntosh on behalf of Musical Comedy Guild of Sault Ste Marie Inc. (Date)

Address for Service.....

(Tel. No.)

Tenant's Lawyer.....

Address.....

Email.....

(Tel. No.) (Fax. No.)

FOR OFFICE USE ONLY

COMMISSION TRUST AGREEMENT

To: Co-operating Brokerage shown on the foregoing Agreement to Lease:
In consideration for the Co-operating Brokerage procuring the foregoing Agreement to Lease, I hereby declare that all moneys received or receivable by me in connection with the Transaction as contemplated in the MLS® Rules and Regulations of my Real Estate Board shall be receivable and held in trust. This agreement shall constitute a Commission Trust Agreement as defined in the MLS® Rules and shall be subject to and governed by the MLS® Rules pertaining to Commission Trust.

DATED as of the date and time of the acceptance of the foregoing Agreement to Lease. Acknowledged by:

(Authorized to bind the Listing Brokerage) (Authorized to bind the Co-operating Brokerage)

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OREA Ontario Real Estate Association

Schedule A
Agreement to Lease – Commercial

Commercial Network
Toronto Real Estate Board
Serving Greater Toronto REALTORS®
www.trebcommercial.com

Form 512 for use in the Province of Ontario

This Schedule is attached to and forms part of the Agreement to Lease between:

TENANT (Lessee), Musical Comedy Guild of Sault Ste Marie Inc. Kim Smith-Bahry, and

LANDLORD (Lessor), Cheteri Properties Inc.

for the lease of Unit B - 258 Wellington Street West, in the city of Sault Ste. Marie, ON, P6A 1H9

dated the 21 day of July, 20 25

The landlord will allow tenants to install shelving, racks and make cosmetic alterations to suit the tenants use, included but not limited to placing skids on the floor, building stage setups and storage. All changes to the building shall be cosmetic in nature.

The landlord allows the tenants to used rear entrance space for storage provided access to the basement and power meters are not obstructed. The tenants will allow the landlord access to the rear space and basement periodically provided proper notice is given.

The tenant is responsible for their garbage removal.

The landlord is responsible for snow removal and general maintenance.

The tenant is responsible for shovelling and sanding only in front of their own entranceway.

This form must be initialled by all parties to the Agreement to Lease.

INITIALS OF TENANT(S): _____ **INITIALS OF LANDLORD(S):** AP

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ENBRIDGE
Life Takes Energy

SMELL GAS? 1-866-763-5427

For Inquiries: 1-877-362-7434 **enbridgegas.com/ontario**
Make Payments to: PO Box 644 Scarborough, ON M1K 5H1
Enbridge Gas Inc.

THE MUSICAL COMEDY GUILD OF SAULT STE MA
258 WELLINGTON ST W
SITE NO. A
SAULT STE. MARIE ON P6A 1H7

Service Address
258 WELLINGTON ST W SITE NO. B SAULT STE. MARIE ON P6A 1H7

Account Number	Bill Date
91 00 65 72926 2	Mar 23, 2026

WHAT DO I OWE?

Billing Period Feb 20, 2026 - Mar 19, 2026

Total Amount
$58.33
(Taxes Included)
Due Date
Apr 13, 2026

Charges for Natural Gas

• See page 2 for details •

HOW MUCH GAS DID I USE?

Meter Reading

Meter Number:	2814069
Estimated:	7450
Previous:	7373

You used	This cost you
76m³	**$58.33**
approx. 2.71m³ per day	**approx. $2.08 per day**

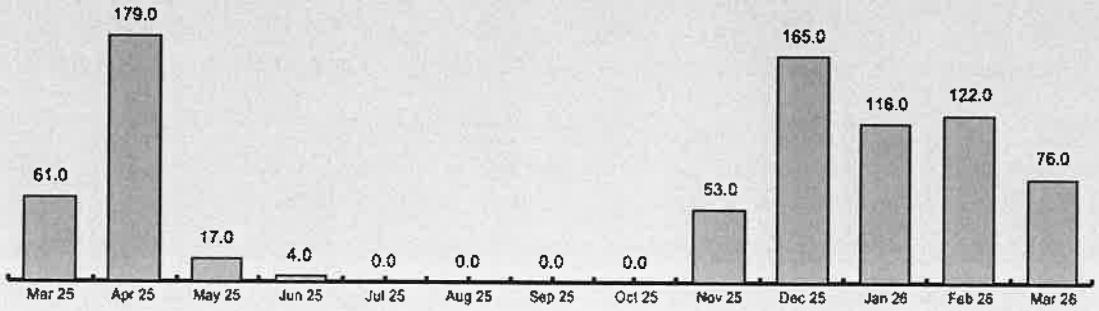
Did you know?

Your average monthly use is more this year than last year. Choose eBill to access your last 24 bills: **enbridgegas.com/ebill**



MY LAST 13 MONTHS GAS USE

(In m³)



* HST Registration Number: 105205140 RT0001

- Enbridge Gas charges are to be paid by the Due Date, which is considered to be twenty days after the Bill Date, or within such other time period as set out in the Service Contract. A late payment charge will be applied on any amount not received by the Due Date, which is the twentieth (20th) day following the Bill Date. Interest will be charged at the rate of 1.50% per month (effective annual rate 19.56% per annum or 0.04896% compounded daily rate) until receipt of all of the unpaid Enbridge Gas charges, including all applicable federal and provincial taxes.
- E. & O. E.
- PEF Value: 0.99230

ENBRIDGE
Life Takes Energy

SMELL GAS? 1-866-763-5427

For Inquiries: 1-877-362-7434 **enbridgegas.com/ontario**
Make Payments to: PO Box 644 Scarborough, ON M1K 5H1
Enbridge Gas Inc.

WHAT AM I PAYING FOR?

Billing Period Feb 20, 2026 - Mar 19, 2026

Balance from Previous Bill	$73.79
Payment Received [Feb 25, 2026]	-$73.79
Balance Forward	$0.00
Charges for Natural Gas	$58.33
Total Amount Due	**$58.33**

NATURAL GAS SUPPLY

01_NW

Your gas supply rate	13.7785¢/m³
Gas cost adjustment *Jan 01/26-Dec 31/26*	-2.3801¢/m³
Total effective gas supply rate	11.3984¢/m³

CHARGES FOR NATURAL GAS

Feb 20, 2026 - Mar 19, 2026

01_NW - Small Volume General Service

Customer Charge	$28.91
Delivery to You	$11.74
Transportation to Enbridge	$2.10
Gas Supply Charge	$10.47
Cost Adjustment	-$1.60
Charges for Natural Gas	**$51.62**
HST*	$6.71
Total Charges for Natural Gas	**$58.33**

ENBRIDGE
Life Takes Energy

SMELL GAS? 1-866-763-5427

For Inquiries: 1-877-362-7434 **enbridgegas.com/ontario**
Make Payments to: PO Box 644 Scarborough, ON M1K 5H1
Enbridge Gas Inc.

THE MUSICAL COMEDY GUILD OF SAULT STE MA
258 WELLINGTON ST W
SITE NO. A
SAULT STE. MARIE ON P6A 1H7

Service Address
258 WELLINGTON ST W SITE NO. A SAULT STE. MARIE ON P6A 1H7

Account Number	Bill Date
91 00 71 20539 4	Mar 23, 2026

WHAT DO I OWE?

Billing Period Feb 20, 2026 - Mar 19, 2026



- Charges for Natural Gas
- Other Enbridge Charges

• See page 2 for details •

HOW MUCH GAS DID I USE?

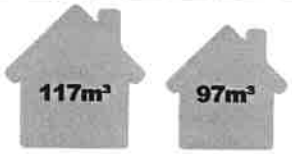
Meter Reading

Meter Number:	2814068
Estimated:	8089
Previous:	7991

You used	This cost you
97m³	**$65.43**
approx. 3.46m³ per day	approx. $2.34 per day

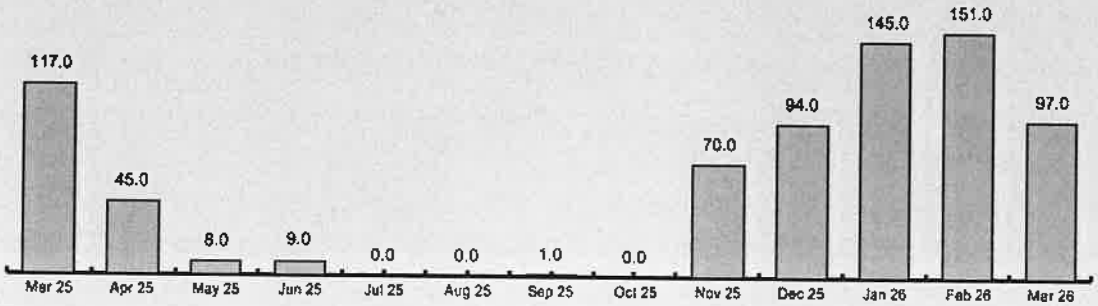
Did you know?

Your average monthly use is less this year than last year. Choose eBill to access your last 24 bills: **enbridgegas.com/ebill**



MY LAST 13 MONTHS GAS USE

(In m³)



* HST Registration Number: 105205149 RT0001

- Enbridge Gas charges are to be paid by the Due Date, which is considered to be twenty days after the Bill Date, or within such other time period as set out in the Service Contract. A late payment charge will be applied on any amount not received by the Due Date, which is the twentieth (20th) day following the Bill Date. Interest will be charged at the rate of 1.50% per month (effective annual rate 19.56% per annum or 0.04896% compounded daily rate) until receipt of all of the unpaid Enbridge Gas charges, including all applicable federal and provincial taxes.
- E & O.E.
- PEF Value: 0.99230

ENBRIDGE
Life Takes Energy

SMELL GAS? 1-866-763-5427

For Inquiries: 1-877-362-7434 **enbridgegas.com/ontario**
Make Payments to: PO Box 644 Scarborough, ON M1K 5H1
Enbridge Gas Inc.

WHAT AM I PAYING FOR?

Billing Period Feb 20, 2026 - Mar 19, 2026

Balance from Previous Bill	$83.26
Payment Received [Feb 25, 2026]	-$83.26
Balance Forward	$0.00
Charges for Natural Gas	$65.43
Other Enbridge Charges	-$0.21
Total Amount Due	**$65.22**

NATURAL GAS SUPPLY

01_NW

Your gas supply rate	13.7785¢/m³
Gas cost adjustment *Jan 01/26-Dec 31/26*	-2.3801¢/m³
Total effective gas supply rate	11.3984¢/m³

CHARGES FOR NATURAL GAS

Feb 20, 2026 - Mar 19, 2026

01_NW - Small Volume General Service

Customer Charge	$28.91
Delivery to You	$14.98
Transportation to Enbridge	$2.68
Gas Supply Charge	$13.37
Cost Adjustment	-$2.04
Charges for Natural Gas	**$57.90**
HST*	$7.53
Total Charges for Natural Gas	**$65.43**

OTHER ENBRIDGE CHARGES

Interest:Cash Security Deposit	-$0.21
Total Other Enbridge Charges	**-$0.21**

ENBRIDGE
Life Takes Energy

SMELL GAS? 1-866-763-5427

For Inquiries: 1-877-362-7434 **enbridgegas.com/ontario**
Make Payments to: PO Box 644 Scarborough, ON M1K 5H1
Enbridge Gas Inc.

THE MUSICAL COMEDY GUILD OF SAULT STE MA
258 WELLINGTON ST W
SITE NO. A
SAULT STE. MARIE ON P6A 1H7

Service Address
258 WELLINGTON ST W SITE NO. B SAULT STE. MARIE ON P6A 1H7

Account Number	Bill Date
91 00 65 72926 2	Feb 23, 2026

WHAT DO I OWE?

Billing Period Jan 21, 2026 - Feb 19, 2026

Total Amount
$73.79
(Taxes Included)
Due Date
Mar 16, 2026

Charges for Natural Gas

• See page 2 for details •

HOW MUCH GAS DID I USE?

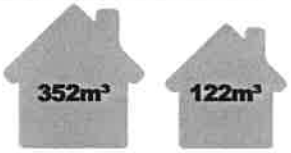
Meter Reading

Meter Number:	2814069
Estimated:	7373
Previous:	7250

You used	This cost you
122m³	**$73.79**
approx. 4.07m³ per day	**approx. $2.46 per day**

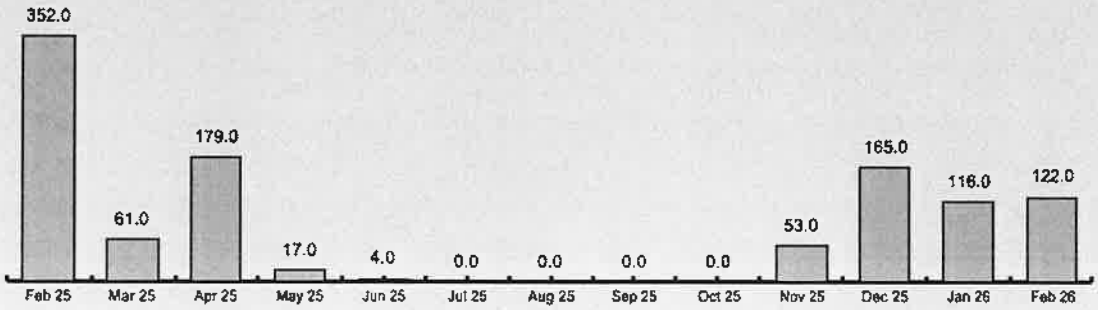
Did you know?

Your average monthly use is less this year than last year. Choose eBill to access your last 24 bills: **enbridgegas.com/ebill**



MY LAST 13 MONTHS GAS USE

(in m³)



* HST Registration Number: 105205140 RT0001

- Enbridge Gas charges are to be paid by the Due Date, which is considered to be twenty days after the Bill Date, or with a such other time period as set out in the Service Contract. A late payment charge will be applied on any amount not received by the Due Date, which is the twentieth (20th) day following the Bill Date. Interest will be charged at the rate of 1.50% per month (effective annual rate: 19.56% per annum or 0.04896% compounded daily rate) until receipt of all of the unpaid Enbridge Gas charges, including all applicable federal and provincial taxes.

- E. & O.E.

- PEF Value: 0.99230

ENBRIDGE
Life Takes Energy

SMELL GAS? 1-866-763-5427

For Inquiries: 1-877-362-7434 **enbridgegas.com/ontario**
Make Payments to: PO Box 644 Scarborough, ON M1K 5H1
Enbridge Gas Inc.

WHAT AM I PAYING FOR?

Billing Period Jan 21, 2026 - Feb 19, 2026

Balance from Previous Bill	$69.70
Payment Received [Jan 29, 2026]	-$69.70
Balance Forward	$0.00
Charges for Natural Gas	$73.79
Total Amount Due	**$73.79**

NATURAL GAS SUPPLY

01_NW

Your gas supply rate	13.7785¢/m³
Gas cost adjustment *Jan 01/26-Dec 31/26*	-2.3801¢/m³
Total effective gas supply rate	11.3984¢/m³

CHARGES FOR NATURAL GAS

Jan 21, 2026 - Feb 19, 2026

01_NW - Small Volume General Service

Customer Charge	$28.91
Delivery to You	$18.78
Transportation to Enbridge	$3.37
Gas Supply Charge	$16.81
Cost Adjustment	-$2.57
Charges for Natural Gas	**$65.30**
HST*	$8.49
Total Charges for Natural Gas	**$73.79**

ENBRIDGE
Life Takes Energy

SMELL GAS? 1-866-763-5427

For Inquiries: 1-877-362-7434 enbridgegas.com/ontario
Make Payments to: PO Box 644 Scarborough, ON M1K 5H1
Enbridge Gas Inc.

THE MUSICAL COMEDY GUILD OF SAULT STE MA
258 WELLINGTON ST W
SITE NO. A
SAULT STE. MARIE ON P6A 1H7

Service Address
258 WELLINGTON ST W SITE NO. A SAULT STE. MARIE ON P6A 1H7

Account Number	Bill Date
91 00 71 20539 4	Feb 23, 2026

WHAT DO I OWE?

Billing Period Jan 21, 2026 - Feb 19, 2026



- Charges for Natural Gas
- Other Enbridge Charges

• See page 2 for details •

HOW MUCH GAS DID I USE?

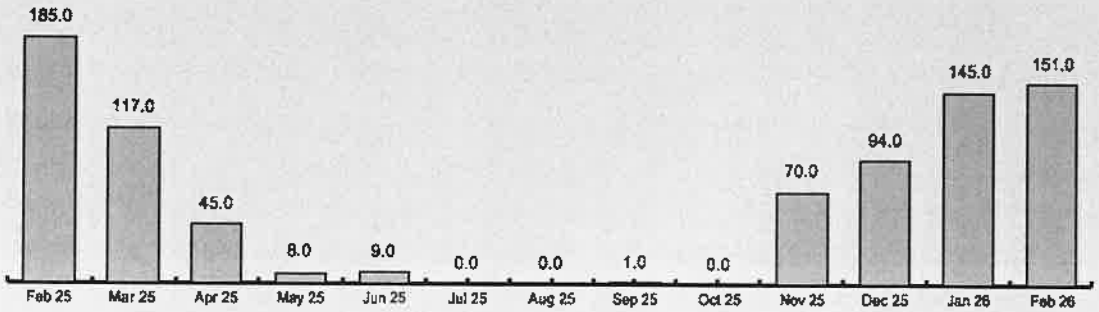
Meter Reading

Meter Number:	2814068
Estimated:	7991
Previous:	7839

You used	This cost you
151m³	$83.47
approx. 5.03m³ per day	approx. $2.78 per day

MY LAST 13 MONTHS GAS USE

(In m³)



* HST Registration Number: 105206140 RT0001

- Enbridge Gas charges are to be paid by the Due Date, which is considered to be twenty days after the Bill Date, or within such other time period as set out in the Service Contract. A late payment charge will be applied on any amount not received by the Due Date, which is the twentieth (20th) day following the Bill Date. Interest will be charged at the rate of 1.50% per month (effective annual rate 19.56% per annum or 0.04896% compounded daily rate) until receipt of all of the unpaid Enbridge Gas charges, including all applicable federal and provincial taxes.

- E. & O.E.

- PEF Value: 0.99239

ENBRIDGE
Life Takes Energy

SMELL GAS? 1-866-763-5427

For Inquiries: 1-877-362-7434 **enbridgegas.com/ontario**
Make Payments to: PO Box 644 Scarborough, ON M1K 5H1
Enbridge Gas Inc.

WHAT AM I PAYING FOR?

Billing Period Jan 21, 2026 - Feb 19, 2026

Balance from Previous Bill	$78.80
Payment Received [Jan 29, 2026]	-$78.80
Balance Forward	$0.00
Charges for Natural Gas	$83.47
Other Enbridge Charges	-$0.21
Total Amount Due	**$83.26**

NATURAL GAS SUPPLY

01_NW

Your gas supply rate	13.7785¢/m³
Gas cost adjustment *Jan 01/26-Dec 31/26*	-2.3801¢/m³
Total effective gas supply rate	11.3984¢/m³

CHARGES FOR NATURAL GAS

Jan 21, 2026 - Feb 19, 2026

01_NW - Small Volume General Service

Customer Charge	$28.91
Delivery to You	$23.16
Transportation to Enbridge	$4.17
Gas Supply Charge	$20.81
Cost Adjustment	-$3.18
Charges for Natural Gas	**$73.87**
HST*	$9.60
Total Charges for Natural Gas	**$83.47**

OTHER ENBRIDGE CHARGES

Interest:Cash Security Deposit	-$0.21
Total Other Enbridge Charges	**-$0.21**

ENBRIDGE
Life Takes Energy

SMELL GAS? 1-866-763-5427

For Inquiries: 1-877-362-7434 **enbridgegas.com/ontario**
Make Payments to: PO Box 644 Scarborough, ON M1K 5H1
Enbridge Gas Inc.

THE MUSICAL COMEDY GUILD OF SAULT STE MA
258 WELLINGTON ST W
SITE NO. A
SAULT STE. MARIE ON P6A 1H7

Service Address
258 WELLINGTON ST W SITE NO. B SAULT STE. MARIE ON P6A 1H7

Account Number	Bill Date
91 00 65 72926 2	Jan 22, 2026

WHAT DO I OWE?

Billing Period Dec 18, 2025 - Jan 20, 2026



- Charges for Natural Gas
- Other Enbridge Charges

• See page 2 for details •

HOW MUCH GAS DID I USE?

Meter Reading

Meter Number:	2814069
Estimated:	7250
Previous:	7133

You used	This cost you
116m³	**$69.69**
approx. 3.41m³ per day	**approx. $2.05 per day**

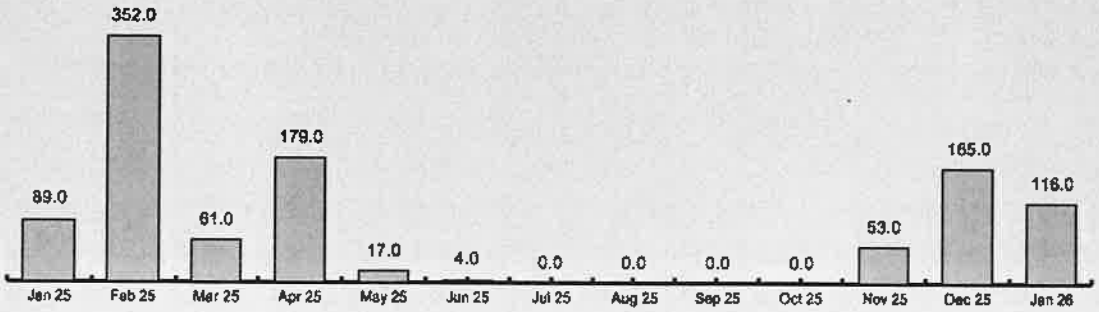
Did you know?

Your average monthly use is more this year than last year. Choose eBill to access your last 24 bills: **enbridgegas.com/ebill**



MY LAST 13 MONTHS GAS USE

(In m³)



* HST Registration Number: 105205140 RT0001

- Enbridge Gas charges are to be paid by the Due Date, which is considered to be twenty days after the Bill Date, or within such other time period as set out in the Service Contract. A late payment charge will be applied on any amount not received by the Due Date, which is the twentieth (20th) day following the Bill Date. Interest will be charged at the rate of 1.50% per month (effective annual rate 19.56% per annum or 0.04896% compounded daily rate) until receipt of all of the unpaid Enbridge Gas charges, including all applicable federal and provincial taxes.
- E. & O. E.
- PEF Value: 0.99230

ENBRIDGE
Life Takes Energy

SMELL GAS? 1-866-763-5427

For Inquiries: 1-877-362-7434 **enbridgegas.com/ontario**
Make Payments to: PO Box 644 Scarborough, ON M1K 5H1
Enbridge Gas Inc.

WHAT AM I PAYING FOR?

Billing Period Dec 18, 2025 - Jan 20, 2026

Balance from Previous Bill	$81.27
Payment Received [Jan 06, 2026]	-$81.27
Balance Forward	$0.00
Charges for Natural Gas	$69.69
Other Enbridge Charges	$0.01
Total Amount Due	**$69.70**

NATURAL GAS SUPPLY

01_NW

Your gas supply rate	13.7785¢/m³
Gas cost adjustment *Jan 01/26-Dec 31/26*	-2.3801¢/m³
Total effective gas supply rate	11.3984¢/m³

WHAT DO I NEED TO KNOW?

- **IMPORTANT NOTICE**
  Natural gas rates changed on Jan. 1, 2026. Find more information at **enbridgegas.com/residentialrates** or **enbridgegas.com/businessrates**

CHARGES FOR NATURAL GAS

Dec 18, 2025 - Jan 20, 2026

01_NW - Small Volume General Service

Customer Charge	$28.50
Delivery to You	$17.17
Transportation to Enbridge	$3.39
Gas Supply Charge	$15.36
Cost Adjustment	-$2.75
Charges for Natural Gas	**$61.67**
HST*	$8.02
Total Charges for Natural Gas	**$69.69**

OTHER ENBRIDGE CHARGES

Rate Adjustment	$0.01
Total Other Enbridge Charges	**$0.01**

ENBRIDGE
Life Takes Energy

SMELL GAS? 1-866-763-5427

For Inquiries: 1-877-362-7434 **enbridgegas.com/ontario**
Make Payments to: PO Box 644 Scarborough, ON M1K 5H1
Enbridge Gas Inc.

THE MUSICAL COMEDY GUILD OF SAULT STE MA
258 WELLINGTON ST W
SITE NO. A
SAULT STE. MARIE ON P6A 1H7

Service Address
258 WELLINGTON ST W SITE NO. A SAULT STE. MARIE ON P6A 1H7

Account Number	Bill Date
91 00 71 20539 4	Jan 22, 2026

WHAT DO I OWE?

Billing Period Dec 18, 2025 - Jan 20, 2026



- Charges for Natural Gas
- Other Enbridge Charges

• See page 2 for details •

HOW MUCH GAS DID I USE?

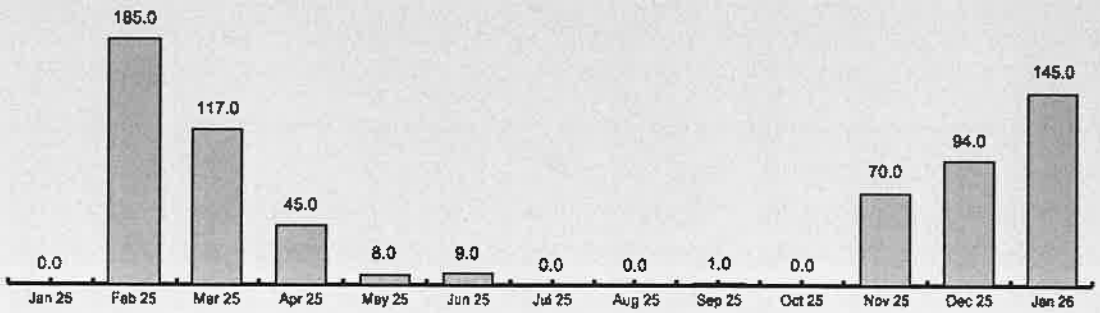
Meter Reading

Meter Number:	2814068
Estimated:	7839
Previous:	7693

You used	This cost you
145m³	**$79.01**
approx. 4.26m³ per day	approx. $2.32 per day

MY LAST 13 MONTHS GAS USE

(In m³)



* HST Registration Number: 105205140 RT0001

- Enbridge Gas charges are to be paid by the Due Date, which is considered to be twenty days after the Bill Date, or within such other time period as set out in the Service Contract. A late payment charge will be applied on any amount not received by the Due Date, which is the twentieth (20th) day following the Bill Date. Interest will be charged at the rate of 1.50% per month (effective annual rate 19.56% per annum or 0.04896% compounded daily rate) until receipt of all of the unpaid Enbridge Gas charges, including all applicable federal and provincial taxes.

- E. & O. E.

- PEF Value: 0.99230

ENBRIDGE
Life Takes Energy

SMELL GAS? 1-866-763-5427

For Inquiries: 1-877-362-7434 **enbridgegas.com/ontario**
Make Payments to: PO Box 644 Scarborough, ON M1K 5H1
Enbridge Gas Inc.

WHAT AM I PAYING FOR?

Billing Period Dec 18, 2025 - Jan 20, 2026

Balance from Previous Bill	$59.74
Payment Received [Jan 06, 2026]	-$59.74
Balance Forward	$0.00
Charges for Natural Gas	$79.01
Other Enbridge Charges	-$0.21
Total Amount Due	**$78.80**

NATURAL GAS SUPPLY

01_NW

Your gas supply rate	13.7785¢/m³
Gas cost adjustment *Jan 01/26-Dec 31/26*	-2.3801¢/m³
Total effective gas supply rate	11.3984¢/m³

WHAT DO I NEED TO KNOW?

IMPORTANT NOTICE
Natural gas rates changed on Jan. 1, 2026. Find more information at **enbridgegas.com/residentialrates** or **enbridgegas.com/businessrates**

CHARGES FOR NATURAL GAS

Dec 18, 2025 - Jan 20, 2026

01_NW - Small Volume General Service

Customer Charge	$28.50
Delivery to You	$21.39
Transportation to Enbridge	$4.24
Gas Supply Charge	$19.22
Cost Adjustment	-$3.43
Charges for Natural Gas	**$69.92**
HST*	$9.09
Total Charges for Natural Gas	**$79.01**

OTHER ENBRIDGE CHARGES

Interest:Cash Security Deposit	-$0.21
Total Other Enbridge Charges	**-$0.21**

Payable at Most Chartered Banks
Trust Companies and Credit Unions

Customer Care (705) 759-6522
Administration (705) 759-6500

Make Cheque Payable to:

PUC Services Inc.

500 Second Line East
P.O. Box 9000
Sault Ste. Marie, Ontario P6A 6P2

Cycle	Account Number
420	0029008-11

Due Date	Amount Due
Mar 27 2026	213.94
Service Address	**Amount Enclosed**
258 WELLINGTON ST W	

THE MUSICAL COMEDY GUILD SSM P
44 GREAT NORTHERN RD A6
PO BOX 22032
SAULT STE. MARIE, ON P6B 4Y5

P.A.D. DO NOT PAY

0711 0029008117 000000000 000000000
⑆04463⑈900⑆ 96

PUC Services Inc.
www.ssmpuc.com

Account Number 0029008-11

Name THE MUSICAL COMEDY GUILD SSM

Service Address 258 WELLINGTON ST W

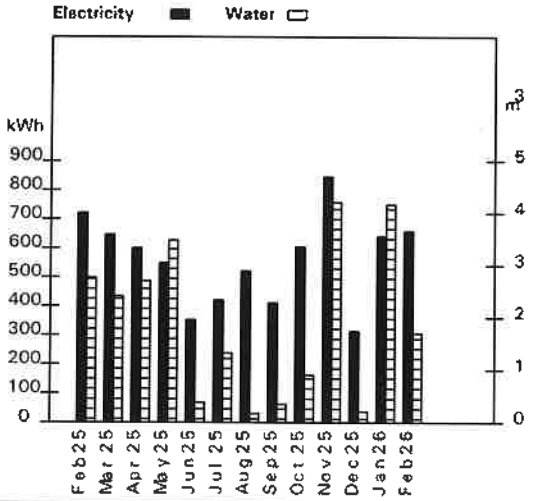
Meter Number	Read Dates Present	Read Dates Previous	Bill Days	Meter Readings Read Type	Meter Readings Present	Meter Readings Previous	Multiplier	Metered Usage	Billed Usage	Units of Measure	Living Units
E 0000117568	09-02-26	12-01-26	28	Actual	86892	86234	1	657.50	687.88	kWh	1
W B72568544	09-02-26	12-01-26	28	Actual	316.400	314.701	1	1.70	1.70	cu.metre	1

BILLING SUMMARY

Previous Balance as of : 03-02-26	$211.36
Payments as of : 27-02-26	-$211.36
Adjustments as of : 03-02-26	$0.00
Balance Forward as of : 03-03-26	$0.00
Current Charges as of : 03-03-26	$213.94
Total Amount Due	$213.94

	METERED USAGE	RATE	CHARGES
Your Electricity Charges			
Off Peak Winter	456.65	0.098000	44.75
Mid Peak Winter	89.16	0.157000	14.00
On Peak Winter	111.69	0.203000	22.67
Delivery			61.48
Regulatory Charges			3.62
Electric Charges			146.52
HST Registration# 87626 3526			19.05
Subtotal			165.57
Ontario Electricity Rebate			-34.43
TOTAL ELECTRIC CHARGES			131.14
Your Water Charges			
Water Consumption			1.61
Basic Service Charge			41.29
TOTAL WATER CHARGES			42.90
CITY OF SSM SEWAGE CHARGE			39.90
CURRENT CHARGES			$213.94
BALANCE FORWARD			$0.00
TOTAL AMOUNT DUE			$213.94

Total Ontario Support: $34.43. To learn more about the Province's electricity support programs, visit ontario.ca/yourelectricitybill.



Bill Type	Account Type	Bill Date	Due Date	Amount Due	Payment Type
REGULAR	GENERAL	Mar 03 2026	Mar 27 2026	213.94	P.A.D. DO NOT PAY

MESSAGES: This is a Pre-Authorized Debit Plan Account with the AMOUNT DUE withdrawn automatically each month within 7 days after the due date.

SEE REVERSE SIDE

Payable at Most Chartered Banks
Trust Companies and Credit Unions

Customer Care (705) 759-6522
Administration (705) 759-6500

Make Cheque Payable to:

PUC Services Inc.

500 Second Line East
P.O. Box 9000
Sault Ste. Marie, Ontario P6A 6P2

Cycle	Account Number
420	0029008-11

Due Date	Amount Due
Feb 27 2026	211.36
Service Address	**Amount Enclosed**
258 WELLINGTON ST W	

THE MUSICAL COMEDY GUILD SSM P
44 GREAT NORTHERN RD A6
PO BOX 22032
SAULT STE. MARIE, ON P6B 4Y5

P.A.D. DO NOT PAY

0711 0029008117 000000000 000000000
⑈04463⑈900⑈ 96

PUC Services Inc.
www.ssmpuc.com

Account Number 0029008-11

Name THE MUSICAL COMEDY GUILD SSM

Service Address 258 WELLINGTON ST W

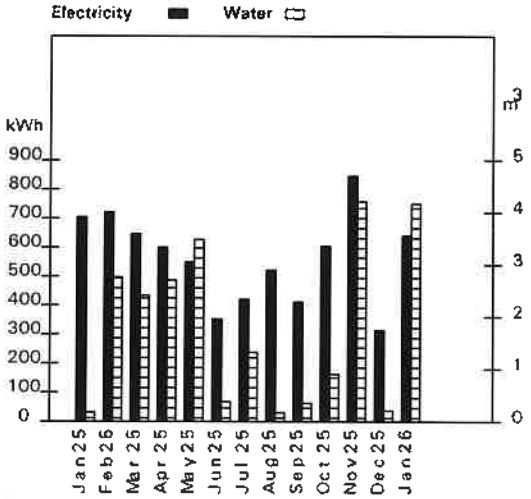
Meter Number	Read Dates Present	Read Dates Previous	Bill Days	Meter Readings Read Type	Meter Readings Present	Meter Readings Previous	Multiplier	Metered Usage	Billed Usage	Units of Measure	Living Units
E 0000117568	12-01-26	09-12-25	34	Actual	86234	85595	1	639.56	669.11	kWh	1
W B72568544	12-01-26	09-12-25	34	Actual	314.701	310.545	1	4.16	4.16	cu.metre	1

BILLING SUMMARY

Previous Balance as of : 06-01-26	$152.52
Payments as of : 30-01-26	-$152.52
Adjustments as of : 06-01-26	$0.00
Balance Forward as of : 03-02-26	$0.00
Current Charges as of : 03-02-26	$211.36
Total Amount Due	$211.36

	METERED USAGE	RATE	CHARGES
Your Electricity Charges			
Off Peak Winter	459.99	0.098000	45.08
Mid Peak Winter	80.59	0.157000	12.65
On Peak Winter	98.98	0.203000	20.09
Delivery			60.49
Regulatory Charges			3.89
Electric Charges			142.20
HST Registration# 87626 3526			18.49
Subtotal			160.69
Ontario Electricity Rebate			-33.42
TOTAL ELECTRIC CHARGES			127.27
Your Water Charges			
Water Consumption			3.79
Basic Service Charge			39.78
TOTAL WATER CHARGES			43.57
CITY OF SSM SEWAGE CHARGE			40.52
CURRENT CHARGES			$211.36
BALANCE FORWARD			$0.00
TOTAL AMOUNT DUE			$211.36

Total Ontario Support: $33.42. To learn more about the Province's electricity support programs, visit ontario.ca/yourelectricitybill.



Bill Type	Account Type	Bill Date	Due Date	Amount Due	Payment Type
REGULAR	GENERAL	Feb 03 2026	Feb 27 2026	211.36	P.A.D. DO NOT PAY

MESSAGES: This is a Pre-Authorized Debit Plan Account with the AMOUNT DUE withdrawn automatically each month within 7 days after the due date.

SEE REVERSE SIDE

Payable at Most Chartered Banks
Trust Companies and Credit Unions

Customer Care (705) 759-6522
Administration (705) 759-6500

Make Cheque Payable to:

PUC Services Inc.

500 Second Line East
P.O. Box 9000
Sault Ste. Marie, Ontario P6A 6P2

Cycle	Account Number
420	0029008-11

Due Date	Amount Due
Jan 30 2026	152.52
Service Address	**Amount Enclosed**
258 WELLINGTON ST W	

THE MUSICAL COMEDY GUILD SSM P
44 GREAT NORTHERN RD A6
PO BOX 22032
SAULT STE. MARIE, ON P6B 4Y5

P.A.D. DO NOT PAY

0711 0029008117 000000000 000000000
⑆04463⑈900⑆ 96

PUC Services Inc.
www.ssmpuc.com

Account Number 0029008-11

Name THE MUSICAL COMEDY GUILD SSM

Service Address 258 WELLINGTON ST W

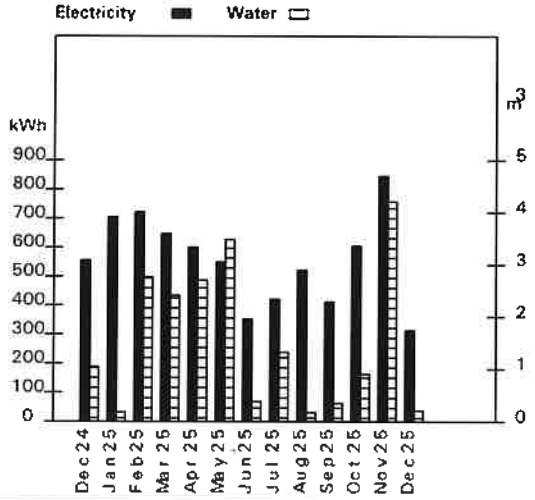
Meter Number	Read Dates Present	Read Dates Previous	Bill Days	Meter Readings Read Type	Meter Readings Present	Meter Readings Previous	Multiplier	Metered Usage	Billed Usage	Units of Measure	Living Units
E 0000117568	09-12-25	11-11-25	28	Actual	85595	85281	1	313.91	328.42	kWh	1
W B72568544	09-12-25	11-11-25	28	Actual	310.545	310.334	1	.21	.21	cu.metre	1

BILLING SUMMARY

Previous Balance as of : 02-12-25	$243.46
Payments as of : 31-12-25	-$243.46
Adjustments as of : 02-12-25	$0.00
Balance Forward as of : 06-01-26	$0.00
Current Charges as of : 06-01-26	$152.52
Total Amount Due	$152.52

	METERED USAGE	RATE	CHARGES
Your Electricity Charges			
Off Peak Winter	204.71	0.098000	20.06
Mid Peak Winter	51.63	0.157000	8.11
On Peak Winter	57.57	0.203000	11.69
Delivery			43.26
Regulatory Charges			2.09
Electric Charges			85.21
HST Registration# 87626 3526			11.08
Subtotal			96.29
Ontario Electricity Rebate			-20.02
TOTAL ELECTRIC CHARGES			76.27
Your Water Charges			
Water Consumption			0.19
Basic Service Charge			39.32
TOTAL WATER CHARGES			39.51
CITY OF SSM SEWAGE CHARGE			36.74
CURRENT CHARGES			$152.52
BALANCE FORWARD			$0.00
TOTAL AMOUNT DUE			$152.52

Total Ontario Support: $20.02. To learn more about the Province's electricity support programs, visit ontario.ca/yourelectricitybill.



Bill Type	Account Type	Bill Date	Due Date	Amount Due	Payment Type
REGULAR	GENERAL	Jan 06 2026	Jan 30 2026	152.52	P.A.D. DO NOT PAY

MESSAGES: This is a Pre-Authorized Debit Plan Account with the AMOUNT DUE withdrawn automatically each month within 7 days after the due date.

SEE REVERSE SIDE

concord theatricals

Request #: 674256
Acct #: 1223390

INVOICE #: 2720125

LATEST DUE DATE*: 2/27/2027

INVOICE DATE: 03/25/2026

No auditions, casting, rehearsals, advertising, publicity, or performance of the Property may commence unless and until all monies owing to Concord Theatricals as set forth in your Agreement are paid in full.

Producing Organization: Musical Comedy Guild of Sault Ste. Marie
Title: "Rock of Ages"
Performance Dates: 04/28/2027 – 05/01/2027
Licensing Agreement Number: 674256

BILL TO:	
Musical Comedy Guild of Sault Ste. Marie ACCT #: 1223390 78 Texas Avenue sault ste marie, ON, P6A 4Y8 Canada	PO #:

FEES DUE:

Type	Category	Description	Fee
Amateur	Performance Fee - 2nd Payment	2nd Payment	USD 6,765.00
Rental	Rental Fee		USD 938.80
Shipping and Handling Fee	Shipping Fee		USD 125.00
Audio Tracks - Rehearsal	Rehearsal Tracks Fee		USD 300.00

TOTAL*	**USD 8,128.80**

* Certain methods of payment may incur additional fees. See "Methods of Payment" below for details.

Please read the following pages for detailed payment instructions.

Amateur Licensing Customers: The first step in accepting your agreement is to sign it. To sign your agreement, you must log on to the Concord Theatricals website and sign the agreement through your customer dashboard. Fees must be paid, processed, and acknowledged in accordance with the terms of your agreement before you may audition, cast, rehearse, advertise, publicize, or perform. Your agreement is not a license to perform until Concord Theatricals receives the signed agreement and payment as specified in your agreement.

Professional Licensing Customers: The first step in accepting your agreement is to sign it. Please initial and sign your agreement and return to the licensing representative listed on your agreement for countersignature. A copy of the agreement has been emailed to you

and it is also available on your customer dashboard. Fees must be paid, processed, and acknowledged in accordance with the terms of this agreement before you may audition, cast, rehearse, advertise, publicize, or perform. Your agreement is not a license to perform until Concord Theatricals countersigns the contract and receives payment as specified in your agreement.

If you decide that you do not want to go forward with your production, please notify your Licensing Representative immediately via email.

Once your payment is received, your production will be listed on the Concord Theatricals NOW PLAYING map. This online production locator is a popular tool for theatre lovers across the world and can be found at www.concordtheatricals.com/now-playing.

Note if producing a Musical: Please review your rental package details in your main agreement to determine whether scripts/librettos are included in the rental package. If scripts/librettos are not included, they must be purchased separately. To purchase scripts/librettos for your production, visit www.concordtheatricals.com. No music materials will be shipped to the customer until the fees stipulated in your agreement are paid in full.

If you have any questions, please contact our licensing department at an email listed below:

Schools/Youth Groups/Camps:	k12@concordtheatricals.com
Collegiate Groups:	collegiate@concordtheatricals.com
Amateur Groups:	nonprofessional@concordtheatricals.com
Professional Groups:	professional@concordtheatricals.com
International (outside US & Canada):	international@concordtheatricals.com

METHODS OF PAYMENT

ACH (e-Check) or Wire Transfer:

Concord Theatricals is happy to offer US Domestic customers a faster and safer payment method alternative to sending us a paper check: ACH (e-Check). Unlike a paper check, which may have to go through the mail, an ACH payment is paid online, cutting down on processing time. Once your bank account has been verified through micro-deposits, it's good to use on any future payment with Concord Theatricals. This type of payment can be made directly through your customer dashboard on www.concordtheatricals.com. Please note failed ACH (e-Check) transactions are subject to a $15 USD fee. For more information on this payment method please visit: https://help.concordtheatricals.com/knowledgebase/what-is-the-ach-e-check-payment-option/.

For Wire Transfers (For Customers Outside the US): Please note that wire transfers are subject to a $35 USD fee, please include this fee in your initial transfer. Licensing Fees must be in USD.

We require all wire transfer payments to include payment remittance information; please include the invoice/quote number in the notes section of the bank transfer. This is our preferred method for tracking payments.

If you are unable to include the invoice/quote details in the notes, please email a detailed payment remittances to AccountsReceivable@concordtheatricals.com before you issue any wire transfers.

Payments received without a payment remittance will take longer to process and will result in delays in shipping production materials.

Wire Transfer Bank Routing Number: 021000021
SWIFT Code: CHASUS33
General Bank Reference Address: JPMorgan Chase New York, NY 10017
Account Number: 20000045899481
Account Name: Concord Theatricals Corp

concord theatricals

Request #: 674256
Acct #: 1223390

Credit Card: We also accept Visa, MasterCard, American Express, and Discover. Credit Card Payments can be made directly through your customer dashboard on www.concordtheatricals.com.

Subject to applicable law, we may charge a surcharge of up to 3% (but in no case greater than our average cost of processing a credit card payment) for each payment made by credit card. If you choose to pay by credit card, the exact surcharge amount and the total payment amount inclusive of the surcharge will be disclosed in the credit card payment portal before you submit your credit card details. Payments made by ACH, debit card, check or money order will not be subject to a surcharge.

Check or Money Order:

To pay with a check or money order, make payable to Concord Theatricals Corp. in USD and mail it with a copy of your quote to:

Concord Theatricals Corp.
c/o JPM-Chase
P.O. Box 22824
New York, NY 10087-2824

Checks sent by standard mail take 3 weeks to be received and processed; to ensure your payment is received on time, please send it well in advance of the noted due date. If you are sending your check to us via an expedited shipping method, please mail it with a copy of your quote to this address:

Overnight Mailing Address:
JPMorgan Chase – Lockbox Processing
Attn: Concord Theatricals Corp. & 22824
4 Chase Metrotech Center 7th floor East Brooklyn, NY 11245

Checks sent to the Overnight Mailing Address may take up to 7 business days to be received and processed.

For a copy of our W-9, please visit https://help.concordtheatricals.com/knowledgebase/w-9/

Invoice # 01277389

Invoice Date 02/26/2026

Organization	MUSICAL COMEDY GUILD
Customer Number	5172070
Show	INTO THE WOODS
Booking#	7100783
Performance Dates	11/18/2026 - 11/21/2026
Production Type	NON-EQUITY
Cash Due Date	08/12/2026
Billing Address	ACCOUNTS PAYABLE 78 TEXAS AVENUE SAULT STE MARIE, ON P6A 4Y8 CA

Phone 705-946-8987
Fax
Email jaimetaramiller@gmail.com

CHARGE/DESCRIPTION	QUANTITY	RATE	AMOUNT
Royalty A	4	$1,525.00	$6,100.00
Additional Rental			$400.00
Rental Fee			$745.00
Additional Material LOGO PACK DIGITAL	1	$75.00	$75.00
Additional Material DIGITAL SCRIPT & PIANO/VOCAL SCORE	1	$199.00	$199.00
Security Fee			$400.00

Sub Total $7,919.00

Payment ($599.00)

TOTAL BALANCE DUE: $7,320.00

Pay Now

View...
my shipping status...

Musical Comedy Guild
Board Member Listing 2026/2027

NAME	POSITION	ADDRESS	E-MAIL ADDRESS	PHONE #
Lizz McIntosh	President	Redacted		
Carrie McBride	1st Vice President			
Leith Harris	Past President			
Jason McBride	2nd Vice President			
Ted McKinney	Business Manager			
Laura Gagnon	Executive Secretary			
Kim Smith-Bahry	Treasurer			
Krissy Strickland	Membership Secretary			
Terri Miller	Costume Department Representative			
Nico McIntosh	Archivist			

THE MUSICAL COMEDY GUILD OF SAULT STE MARIE

Financial Information

Year Ended July 31, 2025

THE MUSICAL COMEDY GUILD OF SAULT STE MARIE
Index to Compiled Financial Information
Year Ended July 31, 2025

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COMPILATION ENGAGEMENT REPORT	1
COMPILED FINANCIAL INFORMATION	
Statement of Financial Position	2
Statement of Revenues and Expenditures	3 - 4
Statement of Changes in Net Assets	5
Notes to Compiled Financial Information	6

Stewart, Reynolds
Chartered Professional Accountants Professional Corporation

126 Queen St. E.
Sault Ste. Marie, ON P6A 1Y5
Tel.: (705) 949-5582
Fax. (705) 949-5584
mail@michaelplastinoca.com

COMPILATION ENGAGEMENT REPORT

To the Management of The Musical Comedy Guild of Sault Ste Marie

On the basis of information provided by management, we have compiled the statement of financial position of The Musical Comedy Guild of Sault Ste Marie as at July 31, 2025, and the statements of revenues and expenditures and changes in net assets for the year then ended, and , which describes the basis of accounting applied in the preparation of the compiled financial information (the "financial information").

Management is responsible for the accompanying financial information, including the accuracy and completeness of the underlying information used to compile it and the selection of the basis of accounting.

We performed this engagement in accordance with Canadian Standard on Related Services (CSRS) 4200, *Compilation Engagements*, which requires us to comply with relevant ethical requirements. Our responsibility is to assist management in the preparation of the financial information.

We did not perform an audit engagement or a review engagement, nor were we required to perform procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an audit opinion or a review conclusion, or provide any form of assurance on the financial information.

Readers are cautioned that the financial information may not be appropriate for their purposes.

Stewart-Reynolds

SAULT STE MARIE, Ontario
February 2, 2026

CHARTERED PROFESSIONAL ACCOUNTANTS
Professional Corporation
Authorized to practise public accounting by the
Chartered Professional Accountants of Ontario

THE MUSICAL COMEDY GUILD OF SAULT STE MARIE

Statement of Financial Position

July 31, 2025

	2025	2024
ASSETS		
CURRENT		
Cash	$ **49,034**	$ 72,516
Marketable securities *(At Cost)*	**5,974**	5,589
Accounts receivable	**4,186**	5,834
Goods and services tax recoverable	**2**	-
Prepaid expenses	**14,539**	13,324
	73,735	97,263
PROPERTY, PLANT AND EQUIPMENT *(Net) (Note 3)*	**7,051**	8,814
	$ **80,786**	$ 106,077
LIABILITIES		
CURRENT		
Accounts payable	$ **1,278**	$ 9,812
Harmonized sales tax payable	**-**	91
	1,278	9,903
NET ASSETS		
General fund	**79,508**	96,174
	$ **80,786**	$ 106,077

ON BEHALF OF THE BOARD

Elizabeth McIntosh *Director*

_____ *Director*

THE MUSICAL COMEDY GUILD OF SAULT STE MARIE

Statement of Revenues and Expenditures

Year Ended July 31, 2025

	2025	2024
REVENUES		
Ticket Sales	$ 140,853	$ 198,302
Memberships	1,980	1,048
Microphone rentals	-	276
T-shirt revenue	-	1,190
Donations	500	828
Advertising revenue	10,541	5,368
Lottery revenue	10,067	3,240
Other income	-	6,120
Rehersal Space Income	100	-
	164,041	216,372
OPERATING EXPENSES		
Advertising and promotion	16,570	17,681
Amortization of tangible assets	1,763	1,928
Business taxes, licenses and memberships	-	209
Costume, hair and make-up	2,193	4,432
Credit card charges	3,008	5,408
Donations	1,700	500
Insurance	4,668	4,512
Interest and bank charges	677	520
Lottery expenses	3,580	4,779
Meals and entertainment	372	-
Memberships	85	198
Office expenses	559	1,238
Orchestra and music expenses	100	4,000
Other Production costs	33,832	54,756
Professional fees	3,605	2,624
Repairs and maintenance	(4,487)	9,937
Royalties and rentals	37,706	21,479
Show director fees	18,800	14,450
Small Tools & Equipment	91	-
Sound and lighting	8,090	1,000
Supplies	571	539
Theatre Rental and service costs	45,124	35,422
Utilities	2,485	2,224
	181,092	187,836
EXCESS (DEFICIENCY) OF REVENUES OVER OPERATING EXPENSES FROM OPERATIONS	(17,051)	28,536
OTHER INCOME		
Dividend income	16	17
Gain on sale of marketable securities	88	37
Investment income	272	63
Foreign Non-Business Income	13	14
	389	131

(continues)

THE MUSICAL COMEDY GUILD OF SAULT STE MARIE

Statement of Revenues and Expenditures *(continued)*

Year Ended July 31, 2025

	2025	2024
EXCESS (DEFICIENCY) OF REVENUES OVER OPERATING EXPENSES BEFORE INCOME TAXES	**(16,662)**	28,667
INCOME TAXES	**4**	2
EXCESS (DEFICIENCY) OF REVENUES OVER OPERATING EXPENSES	**$ (16,666)**	$ 28,665

THE MUSICAL COMEDY GUILD OF SAULT STE MARIE

Statement of Changes in Net Assets

Year Ended July 31, 2025

	2025	2024
NET ASSETS - BEGINNING OF YEAR	**$ 96,174**	$ 67,509
DEFICIENCY OF REVENUES OVER OPERATING EXPENSES	**(16,666)**	28,665
NET ASSETS - END OF YEAR	**$ 79,508**	$ 96,174

1. PURPOSE OF THE ORGANIZATION

The Musical Comedy Guild of Sault Ste Marie (the "organization") is a not-for-profit organization of Ontario.As a registered charity the organization is exempt from the payment of income tax under Subsection 149(1) of the Income Tax Act.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Property, plant and equipment

Property, plant and equipment is stated at cost or deemed cost less accumulated amortization and is amortized over its estimated useful life on a declining balance basis at the following rates and methods:

Equipment - Microphones	20%	declining balance method
Equipment	20%	declining balance method
Leasehold improvements	term of the lease	straight-line method

3. PROPERTY, PLANT AND EQUIPMENT

	Cost	Accumulated amortization	**2025 Net book value**	2024 Net book value
Equipment	$ 1,986	$ 1,897	**$ 89**	$ 111
Equipment - Microphones	64,245	58,867	**5,378**	6,723
Leasehold improvements	2,200	616	**1,584**	1,980
	$ 68,431	$ 61,380	**$ 7,051**	$ 8,814

Early intake submission deadline: **Last Friday in October** of each calendar year by 4:30pm EST

Late intake submission deadline: **Last Friday in March** of each calendar year by 4:30pm EST

Applications That are Incomplete or Missing Supporting Documentation Will Not be Accepted or Eligible for Review

In addition to this completed application, the following documents are to be formatted as described in the Application Process section of the **ACAP Guidelines** document and submitted as attachments:

- List of Board of Directors and Officers of the organization and their contact information
- Operating budget of the applicant organization for the current fiscal year
- Financial statements from last year, including balance sheet and income statement
- Links to related social media accounts or websites (if applicable)
- Documentation/support material of past projects that would demonstrate the Applicant's ability to successfully undertake and complete the project
- ACAP Project Plan Template
- ACAP Application Budget Template
- Quote documents for small capital/equipment purchases and/or print materials (if applicable)

Section 1: Organization Information

i. Organization Name:
Sault Community Theatre Centre
RE: Over the Rainbow Children's Entertainment

ii. Organization: Address: (Street, Postal Code, City)
1007 Trunk Rd, P6A 5K9, Sault Ste. Marie

iii. Organization Contact Information: (Phone, Cell, Email)

iv. Organization Contact Person & Alternative Contact Person:

Name Tasia Gordon	Name Sandra Houston
Title Co-Chair	Title Past Chair
Phone	Phone
Email	Email

v. Please briefly describe the Organization's mandate, goals, and objective (maximum 250 words):

The Sault Community Theatre Centre is mandated to provide community performance space for our citizens and they are pleased to host Over the Rainbow Children's Entertainment Series in our community. They are able to provide the technical requirements and support staff for professional entertainers. Over the Rainbow Children's Entertainment has a mandate to provide quality professional children's entertainment to Sault Ste. Marie at a reasonable cost and to demonstrate the importance of arts in the lives of children. Our goal is for children to experience the arts - theatre, music, magic, acrobatics and dance. We aim to provide varied experiences to varied audiences with performers from Ontario, all across and Canada, USA, as well as performers from Europe and Australia. Presenting live theatre not only provides entertainment, but it also enhances mental wellness in a time when many youth are facing challenges. Live entertainment develops social connections, creates community through shared interests and experiences, demonstrates different ways to communicate, explores alternative perspectives, inspires creativity, develops an appreciation for the arts, and allows the audience to focus solely on enjoyment for an hour. By forming community partnerships that strengthen the contribution the arts make to community life we are able to bring in variety and higher quality of professional artistic presentations just not available within our region.

Our objective is to continue to explore and bring varied multicultural entertainers to Sault Ste. Marie. The audiences are changing with newcomers to the area, so we strive to attract arts from other cultures.

vi. Please indicate the organization's discipline of focus:
Visual arts, performing arts, media arts, literary arts, multi & interdisciplinary arts, heritage arts, public art, other, and description (maximum 50 words):

Section 2: Type of Grant & Funding Amount Requested

Applicants may choose one grant stream that best supports their project needs and objectives. **Please refer to the ACAP Guidelines.**

Please select only one:

Small Project Grant ☐

Large Project Grant ☐

Operating Grant ☑

Seed Funding ☐

Community Events Grant ☐

Major Cultural Celebrations Grant ☐

Cultural Diversity Grant ☐

ACAP Request Amount ($) 5000

Section 3: Description of Activities, Projects and Events

Please download, complete and include the completed ACAP Application Project Plan Template for the proposed activity, project and/or event as an attachment.

i. Project Name or Working Title:
Over the Rainbow Children's Entertainment

ii. Activity/Project and/or Event **Start Date:**
Oct 3, 2026

iii. Activity/Project and/or Event **End Date:**
May 15, 2027

iv. Activity/Project and/or Event Location:

(Physical address or for virtual projects/programming/events please include links to websites, social media etc. where programming will take place/be present, maximum 50 words):

Over the Rainbow Children's Entertainment brings our productions to the following locations:

Sault Community Theatre Centre
1007 Trunk Road
Sault Ste. Marie, ON P6A 5K9

Other: Korah Collegiate High School
626 Goulais Ave

v. Please describe the activity, project, or event and any relevant goals or objectives (maximum 750 words):

A goal of Over the Rainbow Children's Theatre is to demonstrate the in
Over the Rainbow Children's Entertainment works throughout the year

We try to choose a varied season each year. As our community is surr

For the 2026-2027 season we will provide performing arts to our targ
Marc Trudel is a magician who has won Canada's best magician two ti
Tanglewood Marionettes perform their Arabian Nights show. This ama
Al Simmons is a creative genius whose highly original performances o
The Lady Next Door is presented by the theatre group from Quebec, L
Club Origami is an immersive and interactive dance show inviting fam

We have built a partnership with the Board of the Sault Community Th

Various media outlets have helped us to inform the community and pr
Our corporate sponsors are a very important part of our series. They a
We only accept one partner from any like business as a sponsor. We
AK Graphix has supplied us with our passport printing for many years
Our next partnerships are with individuals who care about the arts in c

vi. How does this activity, project, or event support the current Community Culture Plan? Please select all community programs and impact priorities that the project supports.

- [x] Complement and support existing City initiatives, plans and projects and contribute effectively to the development of arts, culture and heritage in Sault Ste. Marie
- [ ] Contribute to the economic and social diversity of SSM through the development of arts, culture and heritage products and tourism
- [ ] Promote effective, meaningful and equitable community engagement and consultation processes
- [ ] Provide mentorship and participatory opportunities for youth, diversity and historically underrepresented groups in the community
- [x] Increase organizational capacity and sustainability of local art organizations, collectives and artists (including Applicants)
- [x] Provide professional development opportunities for emerging and professional arts, culture and heritage practitioners (including Applicants)
- [x] Fosters community connections, partnerships and networks
- [x] Provides opportunities for volunteerism
- [x] Significantly contributes to the quality of life and sense of identity in Sault Ste. Marie

Please explain these selections (750 words maximum):
Compliment and support existing City initiatives, plans and projects and contribute effectively to
the development of arts, culture and heritage in SSM.
By providing live professional artists for children we introduce live performances and workshops
for children to experience, ask questions and encouragement to develop their artist talents. These
are the future children taking drama at our local high schools and taking part in excellent high school productions. These varied productions provides the children with the knowledge that you
can make a living through arts and this also provides income re classes for our various dance studios, music studios and theatre workshops.

Increase organizational capacity and sustainability of local art organizations, collectives and artists (including Applicants)
Over the Rainbow has been bringing children's theatre to Sault Ste. Marie for 35 years. This provides income for the technicians and box office staff at the Community Theatre Centre and
technicians at Korah High School. The student technicians work with professional children's artists and gain valuable skills and experience for their resumes. Our printing costs for posters

vii. What are the benefits to audiences, participants, and/or the community of Sault Ste. Marie that are intended upon successful completion and implementation of this activity, project or event? (500 words maximum):

The most important benefit to audiences is that exposure to the arts is vitally important to people's mental health and well-being, especially children. Art-based activities significantly improve children's mental health by providing safe outlets for expressing complex emotions, such as anxiety, anger, or trauma. It has been proven that music, dance and storytelling allow children to process their feelings, focus the mind and lower anxiety. In addition, by providing live professional artists and workshops for children to experience, they are encouraged to ask questions and develop their own artistic talents. These are the future children taking drama at our local high schools and taking part in excellent high school and local theatre company productions. These productions provide children with the knowledge that you are able to make a living through the arts. Also, we have booked workshops in addition to our shows to allow greater exposure to the artists to more children.

The economic benefits to the community are many. Many businesses benefit by children's interest in the arts. This provides income in the form of classes for our various dance studios, music studios and arts workshops. Over the Rainbow has been bringing children's theatre to the Sault for over 35 years. This provides income for the technicians and box office staff at the Community Theatre Centre and technicians at Korah High School.
Another benefit is that Over the Rainbow Children's Entertainment is a more affordable option for entertainment than attending a movie at the cinemas. We sell passports (season's tickets) at a very affordable price of $79.00 for all five performances. We have not raised the price of a passport for many years. These passports allow for one child and one adult to attend each production. The prices

viii. If ACAP funding for this activity, project or event is approved, please describe what the applicant considers to be successful implementation. How will the applicant measure success (250 words maximum):

With funding we hope to reach our goals of increasing our passport holders and audience numbers. We hope to improve our promotional activities to reach more audience and to therefore increase the attendance at our shows. We aim to increase our attendance numbers by 20%. We plan to begin with a survey of our existing audience at the next show to determine how they have learned about our series. We are able to track attendance numbers through the box office reports.
A member of the committee is attending a marketing and audience re-engagement workshop in April hosted by Ontario Presents. It is a two-day professional development seminar focused on practical marketing and communications strategies for volunteer-led presenting organizations in Northwestern and Northeastern Ontario. It will explore shared challenges and develop realistic, scalable approaches to marketing, internal and external communications, audience development (attracting new audiences), and audience engagement (strengthening relationships with existing audiences). Participants will leave with practical tools and adaptable strategies suited to their local context and capacity. Therefore we are excited to be a part of this workshop and to return with some strategies to achieve our goal.
Also a member of our committee is enrolled in the online Marketing Specialist at Sault College to further develop her skills in marketing and communications in the non-profit sector.

Section 4: Marketing

i. What audiences do the Activity, Project and/or Event look to reach? Select all that apply:

- [x] Local (within the Municipality)
- [x] Regional (within Algoma)
- [ ] Tourism (those who will travel to take part or view)
- [ ] Other (Please describe)

Other please describe (250 words maximum):

ii. Please describe any specific audiences that are intended to be reached with the activity, project, or event (150 words maximum):

Over the Rainbow Children's Entertainment is family entertainment intended for children 3 to 12 years. We hope to develop a multi-cultural base for our passport holders, yet present shows that everyone can enjoy. Some of our selected productions like Club Origami are presented without words to reach audiences new to the Sault that may not speak or understand English.
We strive to attract new audiences by providing culturally diverse shows since international students and workers from other countries have moved to the Sault with young families.
We are always trying to reach out to our Aboriginal neighbours with presentations by First Nations artists whenever they are performing near our community.
Our new partnership with the Lions Club will allow children with cancer to enjoy the benefits of our shows.

iii. How will the activity, project, or event be promoted? Please describe and include any links to social media accounts or relevant websites or organizations (maximum 250 words):

Presently, we are on Instagram, Facebook and have a web page overtherainbowtheatre.com. We have a group list of emails that are sent to passport holders to receive notice of upcoming shows. We send out Public Service Announcements to the media. We contact Brian Kelly at the Sault Star who writes up an article on our behalf. Sootoday and Sunrise Media have reported on our shows. SooSpaces has also advertised our series by conducting an interview with one of our co-chairs that describes the series and our goals.
We have access to marketing assistance through the Sault Community Theatre Centre. The Box office in the Station Mall displays our posters and showcases our shows on their website and screen at the mall.
Algoma District School Board has assisted in promotion by distributing our bookmarks to their elementary classes, grades JK to 4, our target group of children. Daycare centres and nursery schools also distribute our bookmarks and information to the parents of the small children.
This past season we were able to provide 20 passports to the Big Brothers Big Sisters of Sault Ste. Marie to give to their clients and children. We hope that this exposure can increase the awareness of our series in the community.
Our corporate sponsors promote our series by displaying posters at their businesses. Most other businesses in the community are accommodating when asked to display our posters. The posters are bright and attractive and it is hoped they attract some audience to the shows.

iv. What age does the activity, project, or event look to reach? (Select all that apply)

- [x] 0-18
- [ ] 19-34
- [ ] 35-59
- [ ] 60-75
- [ ] 76+

v. What is the estimated attendance or viewership of the activity, project and/or event?

- [ ] 1-50
- [ ] 51-100
- [x] 101-250
- [ ] 251-500
- [ ] 501-1,000
- [ ] 1,001-2,500
- [ ] 2,501+

vi. What is the estimated expected number of participants directly involved in the implementation/execution of the activity, project or event (including staff, volunteers, artists, etc.)?

☐ 1-10 ☐ 26-50

☑ 11-25 ☐ 50+

Please provide a brief description of participant composition (maximum 150 words):

We are a core group of volunteers consisting of interested parents/grandparents/community artists who over the years have realized the importance of this program for children. Some volunteers on our committee are founders of Over the Rainbow and have been a part of the group for over 35 years. Our committee members have either vast experience in theatre and the arts, or are part of other community groups in leadership roles. Examples are coordinators and coaches with Soo Finnish Nordic Ski Club, Girl Guides of Canada, and board members on various community initiatives. All are dedicated to the program. We also have volunteer students who earn Volunteer Service Hours for High School. They continue to volunteer after they have reached the school requirements as they also understand the importance of this program for the

Section 5: Existing In-kind & Previous Funding

Applicants who are requesting **any** other type of financial or in-kind assistance from the City (all departments) as part of their activity, project and/or event must ensure that it is included in the ACAP Application Budget Template.

i. Has the applicant organization or collective received ACAP funding or any other City of Sault Ste. Marie municipal cultural financial assistance in the past?

Yes ☑ No ☐

Section 6: Project Budget

i. Please download, complete, and attach a copy of the ACAP Application Budget Template.

Please show how ACAP funding will be used if the Applicant's request is approved. Please include all cost categories, both eligible and ineligible, for each of the components/items of the activity, project and/or event, all expected funding sources and type of funding (grant, in- kind, cash, etc.).

Section 7: Authorization

As an authorized representative of over the Rainbow Children's Entertainment (Organization/Collective Name), I, Tasia Gordon (Name of Organization/Collective Contact) attest that all information contained in this application, agree to fulfill the responsibilities for all activity, project and/or event deliverables contained therein and/or agreed to by the Cultural Vitality Committee and the City of Sault Ste. Marie. This application will act as a contract between the City of Sault Ste. Marie and the Applicant should the application be successful.

_____Signature March 26, 2026 _____Date

Completed applications and supporting documentation may be submitted by email to:

a.moore@cityssm.on.ca
Subject Line: Cultural Financial Assistance Application – Attention: Arts and Culture Lead

Completed applications may be submitted by mail or in person to:

Community Development and Enterprise Services
Attention: Arts and Culture Lead
99 Foster Drive
Civic Centre
Sault Ste. Marie, ON
P6A 5X6

Cost Category (Types of Expenses for Project) - Add/delete rows as needed	Eligible Project Costs (Refer to ACAP Guidelines for Details)	Ineligible Project Costs (Refer to ACAP Guidelines for Details)	Funding Source (ACAP, Cash, Other Gov. Funders, Sponsors, etc.)	Funding Type (Grant, Cash, In-kind, etc.)	Quotes/Estimates (Links where applicable)
Operational Costs					
Promotion and Communication	$3800.00		Ticket Sales	$6000.00	
Outreach	$2500.00				
Administration	$6000.00		Donations/Sponsorships	$3500.00	
(accounting/auditing/box office expenses)					
Materials & Supplies Costs					
Operation Materials	$600.00		see administration		
			Hotels- in kind	$600.00	
Equipment Costs					
Artist Fees					
Artists	$20000.00		ACAP	$3500.00	
Event/ Venue	$1900.00		CAPF	$15000.00	
			OAC	$7500.00	
Other Costs					
Training/Professional Development	$2000.00		OTR	$700.00	
Total Costs	$ 36,800.00	$ 0.00		$36800.00	
Total Project Costs:	$ 36,800.00				

Application Project Plan Template

Name of Applicant: Sault Community Theatre

Intake/Date: 1007 Trunk Rd, P6A 5K9,

Page of

Activity	Start Date of Activity (M/Y)	End Date of Activity (M/Y)	Description/ Notes
Marc Trudel	10/26	10/26	1.Children's show featuring magician Marc Trudel 2. Workshop
Tanglewood Marionettes	11/15	11/15	1.Children's show featuring marionette puppetry 2. Workshop
Al Simmons	01/27	01/27	1. Children's entertainer, includes music and comedy 2. Workshop
The Woman Next Door	03/27	03/27	1.Children's theatre group performing a play with acrobatics 2. Workshop
Club Origami	05/27	05/27	1. Children's entertainers with dance, music and origami 2. Workshop

ACAP Application Project Plan Template												
Project Milestones/Activity: (Enter Activity) - Add/delete rows as needed	**Month 1**	**Month 2**	**Month 3**	**Month 4**	**Month 5**	**Month 6**	**Month 7**	**Month 8**	**Month 9**	**Month 10**	**Month 11**	**Month 12**
Ex. Project Marketing Start-End						**X**			**X**		**X**	**X**
Marc Trudel										X		
Tanglewood Marionettes					X						X	
Al Simmons	X						X					
The Woman Next Door			X									
Club Origami		X										
		X										
	X	X	X									
		X		X	X							
		X	X			X						
Notes:												
1) All Project Activities must be completed with 1 calendar year of receipt of ACAP Funding												
2) For each Project Activity listed place a "X" in the month(s) in which the Activity will occur												
3) Activities should include the significant milestones toward Project completion, such as organization/operation/ development/implementation/execution/promotion/etc. activities												

Sault Community Theater Centre
January 31, 2026 YTD (Actual vs. Budget)

		ACTUAL	BUDGET	VARIANCE
Revenue:				
	Ticket surcharges	104,890	64,107	40,783
	Donations & Sponsorships	8,013	2,083	5,929
	Government grants	20,000	29,594	(9,594)
	Marketing	3,025	7,352	(4,327)
	Fundraising and other contributions	-	4,167	(4,167)
	Other interest	-	1,526	(1,526)
	Miscellaneous	957	417	540
	Production revenue	(4,959)	8,639	(13,598)
	Total Revenue	131,925	117,886	14,039
Expenses:				
	Wages	71,925	61,692	(10,233)
	Repairs and Maintenance	1,411	3,623	2,212
	Lights and supplies	3,299	6,007	2,708
	Production costs	12,846	-	(12,846)
	Interest and service charges	1,209	310	(899)
	Advertising	23,680	12,500	(11,180)
	Licenses and dues	853	625	(228)
	Insurance	5,504	5,504	-
	Consulting	-	12,500	12,500
	Telephone	651	596	(55)
	Professional fees	18,117	11,873	(6,244)
	Miscellaneous	192	3,005	2,812
	Furniture, equipment and software	-	9,411	9,411
	Total Expenses	139,688	127,646	(12,042)
Excess (deficiency) of revenue over expenses		(7,763)	(9,760)	1,997

The Sault Ste. Marie Community Theatre Centre

Profit and Loss

January 2026

	BOX OFFICE	NOHFC INTERN GRANT	OVER THE RAINBOW	PRODUCTION	THEATRE	TOTAL
INCOME						
4200 Theatre rental - CRF .75					688.50	$688.50
4400 Grants			4,700.00			$4,700.00
4500 Theatre Surcharge 1.90					3,580.20	$3,580.20
4655 Sponsorship				1,700.00		$1,700.00
4675 Advertising revenue				350.00		$350.00
4700 Box Office ticket charges 4.00	3,916.00					$3,916.00
4900 Other income	17.47			17.41	17.42	$52.30
Total Income	$3,933.47	$0.00	$4,700.00	$2,067.41	$4,286.12	$14,987.00
GROSS PROFIT	$3,933.47	$0.00	$4,700.00	$2,067.41	$4,286.12	$14,987.00
EXPENSES						
5520 Professional fees	2,299.04		2,299.02	2,299.03	2,299.03	$9,196.12
5540 Advertising and promotion	111.20			4,553.33		$4,664.53
5570 Interest and bank charges	30.01		1.50	20.94	57.04	$109.49
5600 Insurance					1,105.12	$1,105.12
5640 Supplies	244.26	36.77	189.55	253.24	155.74	$879.56
5700 WAGES AND PAYROLL COSTS						$0.00
5701 Wages and payroll expenses	7,354.72	6,002.10			4,421.38	$17,778.20
5703 CPP expense	333.49	333.09			538.51	$1,205.09
5705 EI expense	167.83	136.95			240.30	$545.08
Total 5700 WAGES AND PAYROLL COSTS	7,856.04	6,472.14			5,200.19	$19,528.37
5750 Licenses, fees and dues					113.00	$113.00
5850 Repairs and maintenance					251.32	$251.32
5900 Production costs			7,159.02	-150.00	2,280.00	$9,289.02
5920 Security services					177.79	$177.79
Total Expenses	$10,540.55	$6,508.91	$9,649.09	$6,976.54	$11,639.23	$45,314.32
PROFIT	$ -6,607.08	$ -6,508.91	$ -4,949.09	$ -4,909.13	$ -7,353.11	$ -30,327.32

The Sault Ste. Marie Community Theatre Centre

Profit and Loss

September 2025 - January 2026

	BOX OFFICE	GALA	NOHFC INTERN GRANT	OVER THE RAINBOW	PRODUCTION	THEATRE	NOT SPECIFIED	TOTAL
INCOME								
4200 Theatre rental - CRF .75						9,328.50		$9,328.50
4350 Donations - qualified donees	-103.51	481.57		-82.52	-103.51	-103.51		$88.52
4400 Grants		5,900.00		14,100.00				$20,000.00
4500 Theatre Surcharge 1.90						42,033.40		$42,033.40
4650 Performance revenue		-3,383.98		-1,574.84				$ -4,958.82
4655 Sponsorship		1,690.00		4,450.00	1,784.00			$7,924.00
4675 Advertising revenue					3,025.00			$3,025.00
4700 Box Office ticket charges 4.00	53,527.63							$53,527.63
4900 Other income	305.09				87.09	564.61		$956.79
Total Income	$53,729.21	$4,687.59	$0.00	$16,892.64	$4,792.58	$51,823.00	$0.00	$131,925.02
GROSS PROFIT	$53,729.21	$4,687.59	$0.00	$16,892.64	$4,792.58	$51,823.00	$0.00	$131,925.02
EXPENSES								
5520 Professional fees	4,529.29			4,529.23	4,529.31	4,529.27		$18,117.10
5540 Advertising and promotion	1,245.80	268.66		163.16	21,945.39	57.19		$23,680.20
5570 Interest and bank charges	352.17	15.00		12.33	125.75	658.75	45.09	$1,209.09
5600 Insurance	547.16			547.15	547.15	3,862.51		$5,503.97
5640 Supplies	1,790.53		161.38	465.10	420.73	461.16		$3,298.90
5660 Telephone	162.84			162.79	162.83	162.83		$651.29
5700 WAGES AND PAYROLL COSTS								$0.00
5701 Wages and payroll expenses	30,598.69	1,183.77	22,007.70			9,361.70	0.00	$63,151.86
5703 CPP expense	1,432.92	62.43	1,221.33			3,078.44	0.00	$5,795.12
5705 EI expense	702.75	27.17	504.39			1,304.96	0.00	$2,539.27
5720 WSIB	144.02		113.44			181.63		$439.09
Total 5700 WAGES AND PAYROLL COSTS	32,878.38	1,273.37	23,846.86			13,926.73	0.00	$71,925.34
5750 Licenses, fees and dues	212.81			50.00	82.80	195.80		$541.41
5850 Repairs and maintenance	61.23					1,349.84		$1,411.07
5900 Production costs		3,352.45		11,037.62	267.39	-922.75		$13,734.71
5910 Education						192.28		$192.28
5915 5915 Rental-Coworking			311.82					$311.82
5920 Security services						-889.19		$ -889.19
Total Expenses	$41,780.21	$4,909.48	$24,320.06	$16,967.38	$28,081.36	$23,584.42	$45.09	$139,687.99
PROFIT	$11,949.00	$ -221.89	$ -24,320.06	$ -74.74	$ -23,288.77	$28,238.58	$ -45.09	$ -7,762.97

The Sault Ste. Marie Community Theatre Centre

Balance Sheet

As of January 31, 2026

	SEP. 2025	OCT. 2025	NOV. 2025	DEC. 2025	JAN. 2026
Assets					
Current Assets					
Cash and Cash Equivalent					
1050 Petty Cash Box Office	186.50	186.50	186.50	175.75	175.75
1061 CFCU - Box Office trust	154,895.19	192,178.09	179,123.40	173,390.19	220,126.34
1062 CFCU operating account	47,370.35	51,622.05	48,480.23	53,538.13	24,707.22
1063 CFCU Capital reserve fund	35,857.92	36,278.67	39,701.67	41,868.42	42,556.92
1065 CFCU Production account	111,267.18	110,628.37	110,413.37	114,315.39	114,236.39
1066 Over the Rainbow	24,938.00	25,362.45	25,362.45	23,835.61	23,834.11
1067 Combination savings acc't 5782	47,212.98	47,265.24	47,315.74	47,367.98	47,420.28
1068 Combination savings acc't 5633	0.00	0.00	0.00	0.00	0.00
1069 Share dividend acc't 7600	440.60	440.60	440.60	440.60	440.60
1080 Telpay clearing	16,834.29	0.00	10,000.00	0.00	0.00
12000 Undeposited Funds	0.00	0.00	0.00	0.00	0.00
Total Cash and Cash Equivalent	$439,003.01	$463,961.97	$461,023.96	$454,932.07	$473,497.61
Accounts Receivable (A/R)					
1200 Accounts receivable	11,155.39	9,365.99	11,015.24	5,301.93	5,301.93
Total Accounts Receivable (A/R)	$11,155.39	$9,365.99	$11,015.24	$5,301.93	$5,301.93
1201 Year end accounts receivable	0.00	0.00	0.00	0.00	0.00
1210 Employee advance	0.00	0.00	0.00	0.00	0.00
1250 Funds held in Trust payable	-197,749.30	-233,367.72	-217,407.03	-229,256.09	-275,298.79
1300 Prepaid expenses	0.00	0.00	0.00	0.00	0.00
1310 HST receivable (50% of 5%)	393.91	438.84	504.58	958.56	1,232.37
1320 HST receivable (82% of 8%)	1,033.49	1,151.38	1,323.89	2,515.15	3,233.67
1400 GIC	15,413.63	15,413.63	15,413.63	15,413.63	15,413.63
Total Current Assets	$269,250.13	$256,964.09	$271,874.27	$249,865.25	$223,380.42
Total Assets	$269,250.13	$256,964.09	$271,874.27	$249,865.25	$223,380.42
Liabilities and Equity					
Liabilities					
Current Liabilities					
Accounts Payable (A/P)					
2100 Accounts payable	56,674.94	42,243.18	10,261.65	22,778.97	16,587.18
Total Accounts Payable (A/P)	$56,674.94	$42,243.18	$10,261.65	$22,778.97	$16,587.18
Credit Card					
2104 Collabria Visa payable	617.01	57.65	1,656.14	2,132.82	658.01
Total Credit Card	$617.01	$57.65	$1,656.14	$2,132.82	$658.01
1086 Due To/From Sault Symphony		0.00	0.00	0.00	0.00
2101 Year end accounts payable	0.00	0.00	0.00	0.00	0.00
2105 Audit accrual	7,583.33	8,166.66	8,749.99	9,333.32	9,916.65
2110 Accrued liability	1,865.00	1,865.00	1,865.00	1,865.00	1,865.00
2160 Box Office credit card clearing	2,693.49	-2,207.21	-369.63	-1,112.57	-1,696.46
2165 Box Office on-line charge clear	-1,837.72	-10.22	8,727.28	-3,624.50	-2,102.00
2170 ADSB .35 clearing account	0.00	0.00	800.00	0.00	0.00
2172 ADSB carestaff costs clearing	271.20	0.00	0.00	0.00	0.00
2173 ADSB rental charge	28.25	0.00	0.00	0.00	0.00

The Sault Ste. Marie Community Theatre Centre

Balance Sheet

As of January 31, 2026

	SEP. 2025	OCT. 2025	NOV. 2025	DEC. 2025	JAN. 2026
2200 Deferred revenue	28,687.49	47,987.49	47,987.49	43,287.49	38,587.49
2270 EMPLOYER'S LIABILITY	0.00	0.00	0.00	0.00	0.00
2275 CPP payable	0.00	0.00	2,172.59	134.45	2,544.63
2280 EI payable	0.00	404.99	1,004.55	-101.17	833.27
2285 Income tax payable	0.00	-1.44	1,932.34	-4.50	1,998.25
Total 2270 EMPLOYER'S LIABILITY	0.00	403.55	5,109.48	28.78	5,376.15
2290 Vacation pay payable	0.00	0.00	0.00	0.00	0.00
24000 Payroll Liabilities	0.00	0.00	0.00	0.00	0.00
EI Adjustment				129.47	129.47
Federal Taxes	0.00	0.00	0.00	0.00	0.00
Garnishment	1.00	394.57	0.00	490.83	957.83
Total 24000 Payroll Liabilities	1.00	394.57	0.00	620.30	1,087.30
25500 GST/HST Payable	0.00	0.00	0.00	0.00	0.00
Direct Deposit Payable	0.00	0.00	0.00	-8,872.78	0.00
Total Current Liabilities	$96,583.99	$98,900.67	$84,787.40	$66,436.83	$70,279.32
Non-current Liabilities					
2115 Canada Emergency Business Loan	0.00	0.00	0.00	0.00	0.00
Total Non-current Liabilities	$0.00	$0.00	$0.00	$0.00	$0.00
Total Liabilities	$96,583.99	$98,900.67	$84,787.40	$66,436.83	$70,279.32
Equity					
30000 Opening Balance Equity	0.00	0.00	0.00	0.00	0.00
3560 Surplus	100,046.78	100,046.78	100,046.78	100,046.78	100,046.78
3565 Surplus Capital Reserve fund	76,153.00	76,153.00	76,153.00	76,153.00	76,153.00
Retained Earnings	-15,335.71	-15,335.71	-15,335.71	-15,335.71	-15,335.71
Profit for the year	11,802.07	-2,800.65	26,222.80	22,564.35	-7,762.97
Total Equity	$172,666.14	$158,063.42	$187,086.87	$183,428.42	$153,101.10
Total Liabilities and Equity	$269,250.13	$256,964.09	$271,874.27	$249,865.25	$223,380.42

The Sault Ste. Marie Community Theatre Centre

Trial Balance

As of January 31, 2026

	SEP. 2025		OCT. 2025		NOV. 2025		DEC. 2025		JAN. 2026	
	DEBIT	CREDIT	DEBIT	CREDIT	DEBIT	CREDIT	DEBIT	CREDIT	DEBIT	CREDIT
1050 Petty Cash Box Office	186.50		186.50		186.50		175.75		175.75	
1061 CFCU - Box Office trust	154,895.19		192,178.09		179,123.40		173,390.19		220,126.34	
1062 CFCU operating account	47,370.35		51,622.05		48,480.23		53,538.13		24,707.22	
1063 CFCU Capital reserve fund	35,857.92		36,278.67		39,701.67		41,868.42		42,556.92	
1065 CFCU Production account	111,267.18		110,628.37		110,413.37		114,315.39		114,236.39	
1066 Over the Rainbow	24,938.00		25,362.45		25,362.45		23,835.61		23,834.11	
1067 Combination savings acc't 5782	47,212.98		47,265.24		47,315.74		47,367.98		47,420.28	
1068 Combination savings acc't 5633	0.00		0.00		0.00		0.00		0.00	
1069 Share dividend acc't 7600	440.60		440.60		440.60		440.60		440.60	
1080 Telpay clearing	16,834.29		0.00		10,000.00		0.00		0.00	
1200 Accounts receivable	11,155.39		9,365.99		11,015.24		5,301.93		5,301.93	
12000 Undeposited Funds	0.00		0.00		0.00		0.00		0.00	
1201 Year end accounts receivable	0.00		0.00		0.00		0.00		0.00	
1210 Employee advance	0.00		0.00		0.00		0.00		0.00	
1250 Funds held in Trust payable		197,749.30		233,367.72		217,407.03		229,256.09		275,298.79
1300 Prepaid expenses	0.00		0.00		0.00		0.00		0.00	
1310 HST receivable (50% of 5%)	393.91		438.84		504.58		958.56		1,232.37	
1320 HST receivable (82% of 8%)	1,033.49		1,151.38		1,323.89		2,515.15		3,233.67	
1400 GIC	15,413.63		15,413.63		15,413.63		15,413.63		15,413.63	
2100 Accounts payable		56,674.94		42,243.18		10,261.65		22,778.97		16,587.18
2104 Collabria Visa payable		617.01		57.65		1,656.14		2,132.82		658.01
1086 Due To/From Sault Symphony				0.00		0.00		0.00		0.00
2101 Year end accounts payable		0.00		0.00		0.00		0.00		0.00
2105 Audit accrual		7,583.33		8,166.66		8,749.99		9,333.32		9,916.65
2110 Accrued liability		1,865.00		1,865.00		1,865.00		1,865.00		1,865.00
2160 Box Office credit card clearing		2,693.49	2,207.21		369.63		1,112.57		1,696.46	
2165 Box Office on-line charge clear	1,837.72		10.22			8,727.28	3,624.50		2,102.00	
2170 ADSB .35 clearing account		0.00		0.00		800.00		0.00		0.00
2172 ADSB carestaff costs clearing		271.20		0.00		0.00		0.00		0.00
2173 ADSB rental charge		28.25		0.00		0.00		0.00		0.00
2200 Deferred revenue		28,687.49		47,987.49		47,987.49		43,287.49		38,587.49
2270 EMPLOYER'S LIABILITY		0.00		0.00		0.00		0.00		0.00
2275 EMPLOYER'S LIABILITY:CPP payable		0.00		0.00		2,172.59		134.45		2,544.63
2280 EMPLOYER'S LIABILITY:EI payable		0.00		404.99		1,004.55	101.17			833.27
2285 EMPLOYER'S LIABILITY:Income tax payable		0.00	1.44			1,932.34	4.50			1,998.25
2290 Vacation pay payable		0.00		0.00		0.00		0.00		0.00
24000 Payroll Liabilities		0.00		0.00		0.00		0.00		0.00
Payroll Liabilities:EI Adjustment								129.47		129.47
Payroll Liabilities:Federal Taxes		0.00		0.00		0.00		0.00		0.00
Payroll Liabilities:Garnishment		1.00		394.57		0.00		490.83		957.83
25500 GST/HST Payable		0.00		0.00		0.00		0.00		0.00
Direct Deposit Payable		0.00		0.00		0.00	8,872.78			0.00
2115 Canada Emergency Business Loan		0.00		0.00		0.00		0.00		0.00
30000 Opening Balance Equity		0.00		0.00		0.00		0.00		0.00
32000 Unrestricted Net Assets	15,335.71		15,335.71		15,335.71		15,335.71		15,335.71	
3560 Surplus		100,046.78		100,046.78		100,046.78		100,046.78		100,046.78
3565 Surplus Capital Reserve fund		76,153.00		76,153.00		76,153.00		76,153.00		76,153.00
4200 Theatre rental - CRF .75		2,307.00		3,050.25		6,473.25		8,640.00		9,328.50
4350 Donations - qualified donees		67.52		67.52		67.52		88.52		88.52
4400 Grants		10,600.00		10,600.00		10,600.00		15,300.00		20,000.00
4500 Theatre Surcharge 1.90		12,066.60		15,501.50		30,075.10		38,453.20		42,033.40
4650 Performance revenue	564.86		3,948.84		3,948.84		4,958.82		4,958.82	
4655 Sponsorship		5,500.00		6,224.00		6,224.00		6,224.00		7,924.00
4675 Advertising revenue		1,875.00		2,325.00		2,325.00		2,675.00		3,025.00
4700 Box Office ticket charges 4.00		13,558.40		18,122.73		37,174.73		49,611.63		53,527.63
4900 Other income		54.26		801.75		852.25		904.49		956.79
5520 Professional fees	2,244.92		4,467.24		5,050.57		8,920.98		18,117.10	
5540 Advertising and promotion	12,160.20		13,361.87		13,830.81		19,015.67		23,680.20	
5570 Interest and bank charges	278.57		703.49		976.86		1,099.60		1,209.09	
5600 Insurance	1,083.49		2,188.61		3,293.73		4,398.85		5,503.97	
5640 Supplies	292.28		909.65		1,278.39		2,419.34		3,298.90	
5660 Telephone	151.11		302.22		453.33		651.29		651.29	
5701 WAGES AND PAYROLL COSTS:Wages and payroll expenses	10,124.72		24,546.67		27,714.04		45,373.66		63,151.86	
5703 WAGES AND PAYROLL COSTS:CPP expense	830.28		1,806.41		2,903.91		4,590.03		5,795.12	
5705 WAGES AND PAYROLL COSTS:EI	394.54		1,094.25		1,443.98		1,994.19		2,599.27	

The Sault Ste. Marie Community Theatre Centre

Trial Balance

As of January 31, 2026

	SEP. 2025		OCT. 2025		NOV. 2025		DEC. 2025		JAN. 2026	
	DEBIT	CREDIT	DEBIT	CREDIT	DEBIT	CREDIT	DEBIT	CREDIT	DEBIT	CREDIT
expense										
5720 WAGES AND PAYROLL COSTS:WSIB	439.09		439.09		439.09		439.09		439.09	
5750 Licenses, fees and dues			298.41		298.41		428.41		541.41	
5850 Repairs and maintenance					152.67		1,159.75		1,411.07	
5900 Production costs	5,216.60		5,309.30		5,309.30		4,445.69		13,734.71	
5910 Education					192.28		192.28		192.28	
5915 5915 Rental-Coworking	311.82		311.82		311.82		311.82		311.82	
5920 Security services	134.23			194.47		28.98		1,066.98		889.19
TOTAL	$518,399.57	$518,399.57	$567,574.26	$567,574.26	$572,584.67	$572,584.67	$608,572.04	$608,572.04	$663,349.38	$663,349.38

Over the Rainbow Committee Members

Sarah Butler Co-Chair

Tasia Gordon Co-Chair

Kari Buie Co-Chair

Sandra Houston - Past Chair
Harry Houston - Graphic Design

Mary Rossiter
Caroline Dukes
Jim Dukes

Gail Nelson

Ekaterina Lastochkina -Promotion

Sault Community Theatre Centre
Subcommittees of the Board of Directors

09 February 2026

Director	Subcommittee of the Board	Contact
Shelley Buffitt	External Affairs (Chair)	
Kari Buie	External Affairs	
Kerry Grbich	External Affairs	
Nico McIntosh	External Affairs	
Matt Darou	Finance and Risk Management (Chair)	
Jeff Hermann	Finance and Risk Management	
Brian Wilson	Finance and Risk Management	
Camille DeSumma	Governance	
Brenda DiLabio	Governance	
Bernie Stuetz	Governance (Chair)	
Brenda Butler-McTaggart	Talent and Compensation	
Regan Hagen	Talent and Compensation	
Chris Rous	Talent and Compensation (Chair)	
Amy See	Talent and Compensation	
Jennifer Barbeau	TBA	

02Feb2026

SAULT Community THEATRE CENTRE

OVER THE RAINBOW

CHILDREN'S ENTERTAINMENT SERIES

NEW SEASON 2025-2026

Over the RAINBOW CHILDREN'S ENTERTAINMENT

SEPTEMBER 28, 2025
SUNDAY 2 PM

COMMUNITY THEATRE CENTRE (WHITE PINES)

SILLY BILLY

A story of a white buffalo and self-confidence blending indigenous and western dance



DECEMBER 7, 2025
SUNDAY 2 PM

COMMUNITY THEATRE CENTRE (WHITE PINES)



THE GREATEST ROBOT EVER

A rhyming story about a robot and resilience told through dance

JANUARY 31, 2026
SATURDAY 2 PM

COMMUNITY THEATRE CENTRE (WHITE PINES)

SOMEBODY LOVES YOU MR. HATCH

A heartwarming people and puppet play



APRIL 5, 2026
SUNDAY 2 PM

COMMUNITY THEATRE CENTRE (WHITE PINES)



LOTUS WRIGHT

A singer-songwriter of old-timey folk music

APRIL 26, 2026
SUNDAY 2 PM

KORAH COLLEGIATE

CHRIS MCKHOOL

Earth, Seas, and Air - An interactive music and dance show about the environment



OVER THE RAINBOW PASSPORT $75

+ box office charge

ADMITS 2 PEOPLE TO ALL 5 SHOWS!

FOR MORE INFO VISIT US AT WWW.OVERTHERAINBOWTHEATRE.COM

SCTC BOX OFFICE

STATION MALL
705 -945-7299

WWW.SAULTCTC.CA

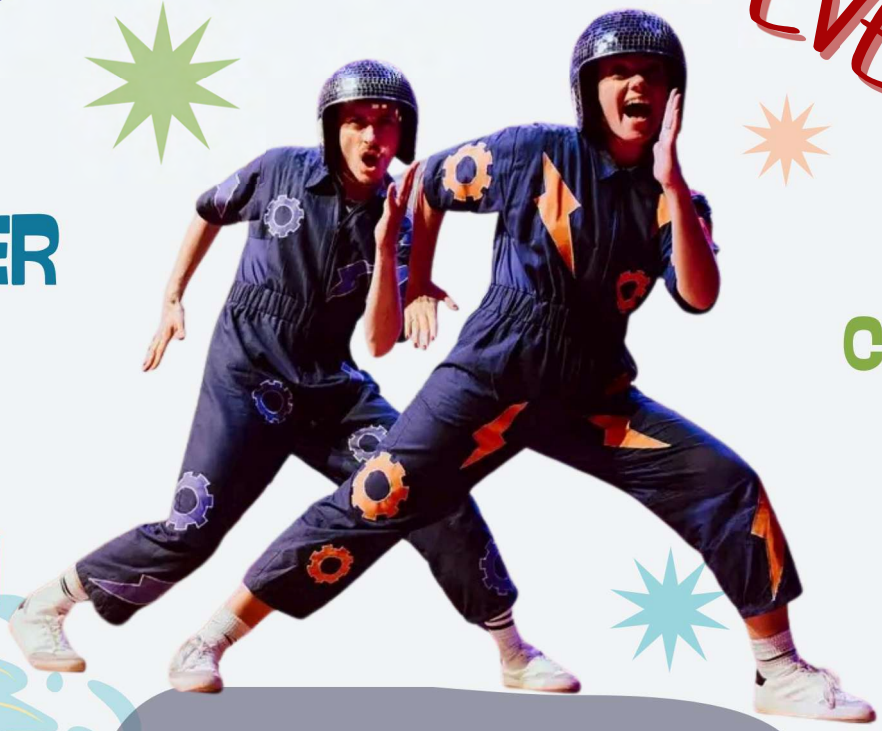
City of Sault Ste. Marie
ONTARIO PRESENTS
ONTARIO ARTS COUNCIL CONSEIL DES ARTS DE L'ONTARIO an Ontario government agency un organisme du gouvernement de l'Ontario
Government of Canada Gouvernement du Canada

SAULT Community THEATRE CENTRE

OVER THE RAINBOW

CHILDREN'S ENTERTAINMENT PRESENTS

THE GREATEST ROBOT EVER



SUNDAY, DECEMBER 7, 2025

2 PM CURTAIN

SAULT COMMUNITY THEATRE CENTRE

A RHYMING STORY ABOUT A ROBOT AND RESILIENCE TOLD THROUGH DANCE

TICKETS :

CHILD: $15 PER SHOW

ADULT: $18 PER SHOW

PLUS BOX OFFICE CHARGES

SCTC BOX OFFICE

STATION MALL

705-945-7299

CAN BE PURCHASED ONLINE

OUR PARTNERS:

City of Sault Ste. Marie

Government of Canada / Gouvernement du Canada

ONTARIO ARTS COUNCIL / CONSEIL DES ARTS DE L'ONTARIO
an Ontario government agency / un organisme du gouvernement de l'Ontario

ONTARIO PRESENTS

FOR MORE INFO VISIT US AT
WWW.OVERTHERAINBOWTHEATRE.COM/

SAULT
Community
THEATRE CENTRE

OVER THE RAINBOW

CHILDREN'S ENTERTAINMENT PRESENTS

Chris McKhool



SUNDAY, APRIL 26 2026

2 PM CURTAIN

KORAH COLLEGIATE

636 GOULAIS AVE.

EARTH, SEAS, AND AIR - AN INTERACTIVE MUSIC AND DANCE SHOW ABOUT THE ENVIRONMENT

TICKETS :

CHILD: $15 PER SHOW

ADULT: $18 PER SHOW

PLUS BOX OFFICE CHARGES

SCTC BOX OFFICE

STATION MALL

705-945-7299

CAN BE PURCHASED ONLINE

HTTPS://SAULTCTC.CA/

OUR PARTNERS:

SAULT STE.MARIE

CANADIAN HERITAGE

Government of Canada / Gouvernement du Canada

ONTARIO ARTS COUNCIL
CONSEIL DES ARTS DE L'ONTARIO
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ONTARIO PRESENTS

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SAULT Community THEATRE CENTRE

OVER THE RAINBOW

CHILDREN'S ENTERTAINMENT PRESENTS

LOTUS WIGHT



SUNDAY, APRIL 5 2026

2 PM CURTAIN

SAULT COMMUNITY THEATRE CENTRE

A SINGER-SONGWRITER OF OLD-TIMEY FOLK MUSIC

TICKETS :

CHILD: $15 PER SHOW

ADULT: $18 PER SHOW

PLUS BOX OFFICE CHARGES

SCTC BOX OFFICE
STATION MALL
705-945-7299

CAN BE PURCHASED ONLINE
HTTPS://SAULTCTC.CA/

OUR PARTNERS:

SAULT STE. MARIE

Government of Canada / Gouvernement du Canada

ONTARIO ARTS COUNCIL
CONSEIL DES ARTS DE L'ONTARIO
an Ontario government agency
un organisme du gouvernement de l'Ontario

ONTARIO PRESENTS

FOR MORE INFO VISIT US AT
WWW.OVERTHERAINBOWTHEATRE.COM/

Early intake submission deadline: **Last Friday in October** of each calendar year by 4:30pm EST

Late intake submission deadline: **Last Friday in March** of each calendar year by 4:30pm EST

Applications That are Incomplete or Missing Supporting Documentation Will Not be Accepted or Eligible for Review

In addition to this completed application, the following documents are to be formatted as described in the Application Process section of the **ACAP Guidelines** document and submitted as attachments:

- List of Board of Directors and Officers of the organization and their contact information
- Operating budget of the applicant organization for the current fiscal year
- Financial statements from last year, including balance sheet and income statement
- Links to related social media accounts or websites (if applicable)
- Documentation/support material of past projects that would demonstrate the Applicant's ability to successfully undertake and complete the project
- ACAP Project Plan Template
- ACAP Application Budget Template
- Quote documents for small capital/equipment purchases and/or print materials (if applicable)

Section 1: Organization Information

i. Organization Name:
Sault Symphony Orchestra

ii. Organization: Address: (Street, Postal Code, City)
Physical: 160 Spring Street, SSM, ON P6A 3A5
Mailing Address: RPO Cambrian, Box 22011, SSM, P6B 0E9

iii. Organization Contact Information: (Phone, Cell, Email)

email: saultsymphonyorchestra@gmail.com

iv. Organization Contact Person & Alternative Contact Person:

Name	Kimlan Bell	Name	Jeffery Hermann
Title	Treasurer	Title	Chair
Phone		Phone	
Email		Email	

v. Please briefly describe the Organization's mandate, goals, and objective (maximum 250 words):

The Sault Symphony Orchestra (SSO) is a community-based, semi-professional ensemble dedicated to enriching cultural life in Sault Ste. Marie and the Algoma region. Our mandate is to present high-quality orchestral performances that inspire, educate, and engage audiences of all ages, while fostering a lifelong appreciation for classical music.

The SSO strives to balance artistic excellence with accessibility. We present a diverse repertoire that spans classical masterworks, contemporary compositions, and audience-friendly programming, ensuring broad community appeal. In response to local economic realities, we are committed to maintaining affordability, including reducing ticket prices for the 2026 – 2027 season to ensure that live orchestral music remains accessible to all.

A key objective of the SSO is to support and develop local talent. Through mentorship and collaboration with organizations such as the Algoma Conservatory of Music and Algoma University, we provide emerging musicians with valuable performance experience and professional guidance. We also showcase regional and Canadian artists, including soloists and composers.

Operating in a northern and geographically remote community, the SSO embraces its unique cross-border identity by collaborating with musicians from both Ontario and Michigan. Through performances, educational outreach, and community partnerships, we aim to strengthen the cultural fabric of our region, nurture future generations of musicians, and ensure the continued vitality of orchestral music in our community.

vi. Please indicate the organization's discipline of focus:
Visual arts, performing arts, media arts, literary arts, multi & interdisciplinary arts, heritage arts, public art, other, and description (maximum 50 words):

The Sault Symphony Orchestra is a performing arts organization focused on orchestral music. We present live symphonic concerts, support Canadian and local artists, and engage audiences through accessible programming, education, and community outreach, contributing to the cultural vitality of Sault Ste. Marie and the Algoma region.

Section 2: Type of Grant & Funding Amount Requested

Applicants may choose one grant stream that best supports their project needs and objectives. **Please refer to the ACAP Guidelines.**

Please select only one:

Small Project Grant ☐

Large Project Grant ☐

Operating Grant ☑

Seed Funding ☐

Community Events Grant ☐

Major Cultural Celebrations Grant ☐

Cultural Diversity Grant ☐

ACAP Request Amount ($) 10 000

Section 3: Description of Activities, Projects and Events

Please download, complete and include the completed ACAP Application Project Plan Template for the proposed activity, project and/or event as an attachment.

i. Project Name or Working Title:
SSO Season 2026-2027

ii. Activity/Project and/or Event **Start Date:**
October 25, 2026

iii. Activity/Project and/or Event **End Date:**
May 16, 2027

iv. Activity/Project and/or Event Location:

(Physical address or for virtual projects/programming/events please include links to websites, social media etc. where programming will take place/be present, maximum 50 words):

Primary venue: The Machine Shop, 83 Huron Street, Sault Ste. Marie.
Website: saultsymphony.ca
Instagram: https://www.instagram.com/saultsymphonyorchestra/reels/?hl=af
Facebook: https://www.facebook.com/saultsymphony/

v. Please describe the activity, project, or event and any relevant goals or objectives (maximum 750 words):

Symphonic Sketches – October 25, 2026

A vibrant opening to the season, this program explores music as a series of expressive “sketches,” from celebratory overtures to richly textured symphonic writing. Featuring works by Brahms, Ridout, Elgar, Parry, and Dvořák, the concert highlights contrasting moods, national styles, and orchestral colour.

Sleigh Ride – December 6, 2026

A festive holiday concert blending classical masterworks with seasonal charm, this program features Leroy Anderson’s beloved Sleigh Ride, selections from Tchaikovsky’s Nutcracker Suite, and vocal highlights from Handel’s Messiah alongside operatic repertoire. Celebrating themes of joy, tradition, and winter storytelling, the concert offers a rich and engaging musical experience. Guest soprano soloist Gabrielle Turgeon, a native of Sault Ste. Marie, is rapidly emerging as an artist of international distinction, bringing exceptional artistry and local pride to the performance.

Vienna, City of My Dreams – March 7, 2027

A tribute to Vienna as the heart of classical music, this program showcases elegant and expressive works by Mozart, Schubert, Sibelius, and Elgar. Blending symphonic richness with lyrical charm, the concert reflects Vienna's enduring influence on musical history and culture.

Music of the 80s – May 16, 2027

A creative “musical time machine” exploring works from the 1680s, 1780s, 1880s, and 1980s. Featuring composers such as Purcell, Haydn, Tchaikovsky, and Andrew Lloyd Webber, this program highlights the evolution of musical style across centuries, revealing how creativity connects past and present.

vi. How does this activity, project, or event support the current Community Culture Plan? Please select all community programs and impact priorities that the project supports.

- [x] Complement and support existing City initiatives, plans and projects and contribute effectively to the development of arts, culture and heritage in Sault Ste. Marie
- [x] Contribute to the economic and social diversity of SSM through the development of arts, culture and heritage products and tourism
- [ ] Promote effective, meaningful and equitable community engagement and consultation processes
- [x] Provide mentorship and participatory opportunities for youth, diversity and historically underrepresented groups in the community
- [ ] Increase organizational capacity and sustainability of local art organizations, collectives and artists (including Applicants)
- [ ] Provide professional development opportunities for emerging and professional arts, culture and heritage practitioners (including Applicants)
- [x] Fosters community connections, partnerships and networks
- [x] Provides opportunities for volunteerism
- [x] Significantly contributes to the quality of life and sense of identity in Sault Ste. Marie

Please explain these selections (750 words maximum):

The Sault Symphony Orchestra plays a vital role in advancing the priorities of the City's Community Culture Plan by strengthening artistic development, community engagement, and cultural identity.

1. Contribution to Arts, Culture, and Heritage Development

The SSO is a cornerstone cultural institution that presents high-quality orchestral performances, ensuring that residents of Sault Ste. Marie have access to live classical music without needing to travel to larger urban centres. By programming a mix of classical masterworks, contemporary compositions, and Canadian works, the orchestra contributes to both the preservation of musical heritage and the evolution of artistic practice.

2. Economic and Social Impact

-Employing local and visiting professional musicians
-Supporting local venues, suppliers (music & printing shop), restaurants/hotels

vii. What are the benefits to audiences, participants, and/or the community of Sault Ste. Marie that are intended upon successful completion and implementation of this activity, project or event? (500 words maximum):

The successful presentation of the Sault Symphony Orchestra's four-concert season, along with the Mini Maestros children's concerts, provides meaningful cultural, social, and educational benefits to audiences, participants, and the broader community of Sault Ste. Marie.

For audiences, these concerts offer access to high-quality live orchestral music within a geographically remote region where such experiences are otherwise limited. By presenting a diverse range of repertoire from classical masterworks to contemporary and audience-friendly programming, the SSO ensures that performances are engaging and accessible to both seasoned concertgoers and first-time attendees. Affordable ticket pricing, including free admission for children, reduces financial barriers and encourages broad participation across all age groups and income levels. These shared cultural experiences enhance quality of life, promote well-being, and foster a sense of belonging within the community.

For participants, including musicians and guest artists, the orchestra provides valuable artistic and professional opportunities. Local musicians perform alongside experienced professionals, including visiting “import” players, raising the overall artistic standard while facilitating mentorship and skill development. The SSO also prioritizes showcasing local talent, offering solo performance opportunities that

viii. If ACAP funding for this activity, project or event is approved, please describe what the applicant considers to be successful implementation. How will the applicant measure success (250 words maximum):

If awarded the ACAP grant, the Sault Symphony Orchestra will evaluate success through measurable outcomes and meaningful community impact. Key indicators will include increased concert subscription sales, audience growth, and stronger engagement at performances. Audience feedback, expressions of enjoyment, appreciation, and connection will also be an important measure of success.

A particularly meaningful indicator will be the visible joy that live music brings to our community, especially during outreach performances in retirement homes and at ARCH Hospice. These intimate concerts provide uplifting experiences for residents and guests, and the emotional responses we witness; smiles, conversations, and moments of connection are among the most powerful measures of our impact.

Growth in revenue will strengthen the SSO's financial position while benefiting local partners such as the Sault Community Theatre Centre Box Office. Increased attendance is expected to contribute to local economic activity, including restaurants and accommodations during concert weekends.

Section 4: Marketing

i. What audiences do the Activity, Project and/or Event look to reach? Select all that apply:

- [x] Local (within the Municipality)
- [x] Regional (within Algoma)
- [x] Tourism (those who will travel to take part or view)
- [ ] Other (Please describe)

Other please describe (250 words maximum):

ii. Please describe any specific audiences that are intended to be reached with the activity, project, or event (150 words maximum):

The Sault Symphony Orchestra is committed to engaging a diverse audience, appealing to both young and seasoned listeners through a wide range of performances that reflect varied musical tastes. We strive to make our concerts accessible to all, as demonstrated by our partnership with the Easter Seals Access 2 Program, which provides free admission for caregivers accompanying guests with disabilities.

We are equally dedicated to reaching those unable to attend concerts in person. Through videography, we record performances and make them available to a broader audience, extending access beyond the concert hall. Our musicians also bring live music directly into the community by performing intimate concerts in retirement homes and at ARCH Hospice, ensuring meaningful musical experiences remain accessible.

Through these efforts, we foster an inclusive environment where everyone, regardless of age, ability, or circumstance, can experience the joy of live orchestral music.

iii. How will the activity, project, or event be promoted? Please describe and include any links to social media accounts or relevant websites or organizations (maximum 250 words):

The Sault Symphony Orchestra promotes its four-concert season through a coordinated, multi-platform strategy designed to maximize reach and accessibility across the Algoma region. Concerts are prominently featured on our website (www.saultsymphony.ca), where audiences can access program details and purchase tickets through a direct link to the Sault Community Theatre Centre Box Office. Our website also highlights sponsors and supporters, reinforcing community partnerships.

We complement our digital presence with professionally designed posters distributed throughout Sault Ste. Marie in high-traffic community locations, increasing visibility among local residents.

Targeted email campaigns are delivered through Mailchimp, allowing us to communicate directly with our subscriber base and provide timely updates. Concert listings are also posted on the Sault Community Calendar to broaden local awareness.

Social media plays a central role in audience engagement. We actively maintain profiles on Facebook (https://www.facebook.com/saultsymphony) and Instagram

iv. What age does the activity, project, or event look to reach? (Select all that apply)

- [x] 0-18
- [x] 19-34
- [x] 35-59
- [x] 60-75
- [x] 76+

v. What is the estimated attendance or viewership of the activity, project and/or event?

- [ ] 1-50
- [ ] 51-100
- [ ] 101-250
- [ ] 251-500
- [ ] 501-1,000
- [x] 1,001-2,500
- [ ] 2,501+

vi. What is the estimated expected number of participants directly involved in the implementation/execution of the activity, project or event (including staff, volunteers, artists, etc.)?

☐ 1-10 ☐ 26-50

☐ 11-25 ☑ 50+

Please provide a brief description of participant composition (maximum 150 words):

The Sault Symphony Orchestra (SSO) is composed of approximately 30 – 35 local volunteer musicians who form the core of the ensemble. To achieve full orchestration and maintain high artistic standards, the SSO engages 10 – 12 professional “ import ” musicians per concert, resulting in approximately 40 – 45 performers on stage.

Each concert is also supported by approximately 10 dedicated volunteers who assist with front-of-house operations, ticketing, and audience services.

Audience participation is strong, with each concert attracting 250 – 350 patrons.

Section 5: Existing In-kind & Previous Funding

Applicants who are requesting **any** other type of financial or in-kind assistance from the City (all departments) as part of their activity, project and/or event must ensure that it is included in the ACAP Application Budget Template.

i. Has the applicant organization or collective received ACAP funding or any other City of Sault Ste. Marie municipal cultural financial assistance in the past?

Yes ☑ No ☐

Section 6: Project Budget

i. Please download, complete, and attach a copy of the ACAP Application Budget Template.

Please show how ACAP funding will be used if the Applicant’s request is approved. Please include all cost categories, both eligible and ineligible, for each of the components/items of the activity, project and/or event, all expected funding sources and type of funding (grant, in- kind, cash, etc.).

Section 7: Authorization

As an authorized representative of Sault Symphony Orchestra (Organization/Collective Name), I, Kimlan Bell (Name of Organization/Collective Contact) attest that all information contained in this application, agree to fulfill the responsibilities for all activity, project and/or event deliverables contained therein and/or agreed to by the Cultural Vitality Committee and the City of Sault Ste. Marie. This application will act as a contract between the City of Sault Ste. Marie and the Applicant should the application be successful.

_____Signature March 23, 2026 _____Date

Completed applications and supporting documentation may be submitted by email to:

a.moore@cityssm.on.ca
Subject Line: Cultural Financial Assistance Application – Attention: Arts and Culture Lead

Completed applications may be submitted by mail or in person to:

Community Development and Enterprise Services
Attention: Arts and Culture Lead
99 Foster Drive
Civic Centre
Sault Ste. Marie, ON
P6A 5X6

Cost Category (Types of Expenses for Project) - Add/delete rows as needed	Eligible Project Costs (Refer to ACAP Guidelines for Details)	Ineligible Project Costs (Refer to ACAP Guidelines for Details)	Funding Source (ACAP, Cash, Other Gov. Funders, Sponsors, etc.)	Funding Type (Grant, Cash, In-kind, etc.)	Quotes/Estimates (Links where applicable)
Operational Costs					
Office Space	2700				
Accountant	1500				
Website/Mailchimp	970				
Design+Accounting Apps	1000				
Concert Venue	3180				
Rehearsal Venue	600				
Business Fees/Memeberships	320				
Materials & Supplies Costs					
Office Supplies	1000				
Music rental/purchase	600				
Printing	2000				
Equipment Costs					
Printer maintenance	360				
Artist Fees					
Artistic Director	14000				
Concertmaster	8270				
Imported Musicians (42)	50000				
Soloists (1)	3500				
Other Costs					
Garphic Deisn/Webmaster	6000				
Marketing	10000				
Insurance	4000				
Total Costs	$ 110,000.00	$ 0.00			
Total Project Costs:	$ 110,000.00				

Notes					
1) For Small Projects ($2,999 or less) Eligible Project Costs can = 100% of Total Project Costs	2) For Large Projects ($3,000-$20,000) Eligible Project Costs must = 75% or less of Total Project Costs	3) For Operational and Seed Projects Eligible Project Costs must = no more than 25% of Total Operating Budget of the Organization/Start up	4) For Small Festivals/Events ($5,000 or less) Eligible Project Costs must = 75% or less of Total Project Costs	5) For Large Festivals/Events ($5,000-$10,000) Eligible Project Costs must = 75% or less of Total Project Costs	6) Cultural Diversity Projects are reviewed on a case by case basis with no Total Project Cost % Restrictions

Operating Budget for 2026-2027

			2027		2027	
	JAN	FEB	7-Mar	APR	16-May	JUN
BANK FEES	10	10	10	10	10	10
WIX.COM/GO DADDY						
MAILCHIMP	40	40	40	40	40	40
APP SUBSCRIPTION (Adobe + Sage)						
OFFICE SPACE RENT	225	225	225	225	225	225
Business License Fee*						
ACCOUNTANT						
INSURANCE						
AOE Printer Maintenance	30	30	30	30	30	30
OFFICE SUPPLIES*						
FIXED OPERATING EXPENSES	305	305	305	305	305	305
CONDUCTOR	1166	1167	1167	1167	1167	1166
CONCERTMASTER	827	827	827	827	827	827
IMPORTS (42)			12500		12500	
SOLOIST (December)						
Mini Maestros- VENUE			150		150	
The Machine Shop-VENUE			795		795	
MUSIC RENTAL/PURCHASE			150		150	
MARKETING			2500		2500	
GRAPHIC DESIGNER/WEBMASTER			2000		1000	
PRINTING			500		500	
CONCERT EXPENSES	1993	1994	20589	1994	19589	1993
TOTAL EXPENSES	2298	2299	20894	2299	19894	2298

			2026		2026	
JULY	AUG	SEPT	25-Oct	NOV	6-Dec	
10	10	10	10	10	10	120
						490
40	40	40	40	40	40	480
		1000				1000
225	225	225	225	225	225	2700
				200		200
		1500				1500
	4000					4000
30	30	30	30	30	30	360
						1000
305	4305	2805	305	505	305	**11850**
1166	1167	1167	1166	1167	1167	14000
0	0	827	827	827	827	8270
			12500		12500	50000
					3500	3500
			150		150	600
			795		795	3180
			150		150	600
			2500		2500	10000
			2000		1000	6000
			500		500	2000
1776	9777	7604	21198	3004	23699	**98150**
2081	14082	10409	21503	3509	24004	**110000**

Website & domain yearly renewal

Adobe $330 Sage-$770

*Orchestras Canada yearly membership MI corp-$25USD
$1500-Accountant

Monthly maintenance of Canon printer
* Includes stamps, PO Box renewal, and photocopy paper

14k for 12 mo
8.2K for 10 mo
Import musician fees- Includes mileage, meals, hotel & professional services

Mini Maestros concerts are performed at the Powley Institute

*Music figure will vary depending on purchase, rental or photocopying

*In House printing for posters and concert programmes

OPERATING EXPENSES FOR 2026-2027
110000

Application Project Plan Template

Name of Applicant: Sault Symphony Orchestra

Intake/Date: March 23, 2026

Activity	Start Date of Activity (M/Y)	End Date of Activity (M/Y)	Description/ Notes
Finalize all repertoire plans for 2026-2027 season	01/2026	03/2026	SSO Director and Music Selection Commitee decide on the programming for 2026-2027
Confirm all sponsors and vendors	03/26	10/2026	Marketing team connects with past sponsors and meet with potential new sponsors.
Advertise and sell tickets for the season	05/26	05/2027	Launch our 2026-2027 season and start selling tickets at our final concert of this season
Start our weekly rehearsals (every Monday for 2 hours)	09/26	10/2026	Preparing for first our concert "Symphonic Sketches"
Mini-Maestros Concert	10/26	10/2026	October 24, 2026
Symphonic Sketches (Concert 1)	10/26	10/2026	October 25, 2026
Weekly rehearsals	11/2026	12/2026	Preparing for our second concert "Sleigh Ride"
Mini Maestros Concert	12/2026	12/2026	December 5, 2026
Sleigh Ride (Concert 2)	12/2026	12/2026	December 6, 2026

Application Project Plan Template

Name of Applicant: Sault Symphony Orchestra

Intake/Date: March 23, 2026

Activity	Start Date of Activity (M/Y)	End Date of Activity (M/Y)	Description/ Notes
Weekly Rehearsals	01/2027	03/2027	Preparing for our third concert "Vienna, City of My Dreams"
Mini Maestros Concert	03/2027	03/2027	March 6, 2027
Vienna, City of My Dreams (Concert 3)	03/2027	03/2027	March 7, 2027
Weekly Rehearsals	03/2027	05/2027	Preparing for our fourth concert "Music of the 80s"
Mini Maestros Concert	05/2027	02/2027	May 15, 2027
Music of the 80s (Concert 4)	05/2027	05/2027	May 16, 2027
Post Grant Report	05/2027	09/2027	Deliver Post Grant Report within 4 months.

Sault Symphony Orchestra
Balance Sheet As at 03/26/2026

ASSET		
Current Assets		
Cash Float for Events	100.00	
Main Account - CDN	8,645.51	
Current Account (Savings)	135,255.03	
USD Foreign Account	1,975.05	
USD Exchange	-62.18	
Total Cash		145,913.41
Prepaid Expenses		2,000.00
Total Current Assets		147,913.41
Inventory Assets		
Prepaid Expenses		-2,000.00
Total Inventory Assets		-2,000.00
Capital Assets		
Office Furniture & Equipment	309.49	
Net - Furniture & Equipment		309.49
Total Capital Assets		309.49
TOTAL ASSET		146,222.90
LIABILITY		
Current Liabilities		
Accounts Payable		216.96
Accrued Liabilities		1,412.50
Deferred Revenue		5,390.00
Total Current Liabilities		7,019.46
TOTAL LIABILITY		7,019.46
EQUITY		
Retained Earnings		
Retained Earnings - Previous Year		137,797.26
Current Earnings		1,406.18
Total Retained Earnings		139,203.44
TOTAL EQUITY		139,203.44
LIABILITIES AND EQUITY		146,222.90

Printed On: 03/27/2026

SAULT STE. MARIE SYMPHONY ASSOCIATION

Financial Information

Year Ended June 30, 2025

SAULT STE. MARIE SYMPHONY ASSOCIATION
Index to Financial Information
Year Ended June 30, 2025

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FINANCIAL INFORMATION	
Statement of Financial Position	2
Statement of Revenues and Expenditures and Changes in Net Assets	3
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COMPILATION ENGAGEMENT REPORT

To the Members of Sault Ste. Marie Symphony Association

On the basis of information provided by management, I have compiled the statement of financial position of Sault Ste. Marie Symphony Association as at June 30, 2025, and the statement of revenues and expenditures and changes in net assets for the year then ended, and Note 1, which describes the basis of accounting applied in the preparation of the compiled financial information ("financial information").

Management is responsible for the accompanying financial information, including the accuracy and completeness of the underlying information used to compile it and the selection of the basis of accounting.

I performed this engagement in accordance with Canadian Standard on Related Services (CSRS) 4200, *Compilation Engagements*, which requires me to comply with relevant ethical requirements. My responsibility is to assist management in the preparation of the financial information.

I did not perform an audit engagement or a review engagement, nor was I required to perform procedures to verify the accuracy or completeness of the information provided by management. Accordingly, I do not express an audit opinion or a review conclusion, or provide any form of assurance on the financial information.

Readers are cautioned that the financial information may not be appropriate for their purposes.

Diana K. Stoker Professional Corporation

Sault Ste. Marie, Ontario
September 10, 2025

Diana K. Stoker Professional Corporation
Chartered professional accountant
Authorized to practise public accounting by the
Chartered Professional Accountants of Ontario

Helping your business is our business.
178 Drive-In Rd Unit 3 · Sault Ste. Marie, ON · P6B 6A9
Phone (705) 759-8487 · Fax (705) 575-0488

SAULT STE. MARIE SYMPHONY ASSOCIATION

Statement of Financial Position

June 30, 2025

	2025	2024
Assets		
Current		
Cash	**$ 144,600**	$ 121,874
Prepaid expenses	**-**	80
	$ 144,600	$ 121,954
Liabilities and Net assets		
Current		
Accounts payable	**$ 1,413**	$ 1,413
Deferred revenue	**5,390**	15,575
	6,803	16,988
Net assets	**137,797**	104,966
	$ 144,600	$ 121,954

ON BEHALF OF THE BOARD

_____ *Director*

_____ *Director*

See notes to financial information

SAULT STE. MARIE SYMPHONY ASSOCIATION
Statement of Revenues and Expenditures and Changes in Net Assets
Year Ended June 30, 2025

	2025	2024
Revenues		
Ticket revenue	**$ 48,510**	$ 107,246
Algoma Music Camp	**22,554**	-
Donation revenue	**20,462**	17,196
Corporate sponsorship	**13,100**	17,008
Ontario Arts Council	**12,000**	10,000
Grant revenue	**5,848**	11,895
Interest revenue	**2,884**	2,305
Algoma Community Fund	**-**	10,000
Fundraising revenue	**-**	562
Merchandise sales	**-**	131
	125,358	176,343
Expenditures		
Advertising and promotion	**1,602**	4,102
Business taxes, licences and memberships	**2,401**	1,258
Consulting fees	**10,240**	29,782
Insurance	**3,533**	3,625
Interest and bank charges	**837**	793
Office	**301**	51
Musician fees	**58,817**	68,801
Professional fees	**1,497**	1,469
Rental	**3,730**	3,306
Repairs and maintenance	**319**	-
Supplies	**3,659**	7,719
Travel	**5,591**	8,148
	92,527	129,054
Net excess of revenues over expenditures	**32,831**	47,289
Net assets - beginning of year	**104,966**	57,677
Net assets - end of year	**$ 137,797**	$ 104,966

See notes to financial information

1. Basis of accounting

The basis of accounting applied in the preparation of the statement of financial position of Sault Ste. Marie Symphony Association as at June 30, 2025, and the statement of revenues and expenditures and changes in net assets for the year then ended is the historical cost basis and reflects cash transactions with the addition of:

- accounts receivable less an allowance for doubtful accounts
- accounts payable and accrued liabilities

Some users may require further information as these statements have not been prepared for general purposes.

2. Capital assets

The organization meets the limits allowing capital assets to be expensed in the period they are acquired. As such, the capital assets are expensed as purchased.

Sault Symphony Orchestra
Income Statement 07/01/2025 to 03/26/2026

REVENUE	
Sales Revenue	
Merchandise Sales	18.10
Pre-Season Sales (Sub/Individual)	175.00
Season Subscription, Main Series	2,905.00
Box Office Tic Sales	24,981.10
Door sales, Main Series	10,185.00
Total Ticket Sale Revenue	38,264.20
USD-Sales Revenue	
USD-Corporate Programme Adv...	1,104.00
Total USD Ticket Sale Revenue	1,104.00
Donation Revenue	
Donations-Individual	5,416.00
Donations-ONLINE	3,478.25
Crescendo Club	827.00
Corporate Donation	1,000.00
Total Donation Revenue	10,721.25
USD-Donation Revenue	
USD-Donation Individual	3,933.00
USD-Total Donation Revenue	3,933.00
Government Revenue	
Ontario Arts Council	22,250.00
Total Government Revenue	22,250.00
Other Revenue	
Corporate Sponsorship	6,000.00
Corporate Programme Advertise...	2,500.00
Interest Revenue	1,964.18
TOTAL REVENUE	10,464.18
TOTAL REVENUE	86,736.63
EXPENSE	
CONCERT PRODUCTION EXP...	
Conductor Fee	10,494.00
Concertmaster Fee	6,189.00
Guest Performance Fee	2,000.00
Import Musician Fee	17,573.00
Import Musicians Travel Expenses	5,436.62
Music Rental/ Purchase	1,131.77
Instrument rental & purchases	268.94
Hall/Venue Rental & Permit Fees	3,533.61
Reception/Food catering	301.77
Stage Technician Fee	450.00
TOTAL CONCERT PRODUCTI...	47,378.71
USD- Concert Production Expe...	
USD-Import Musician Fee	9,398.02
USD-Total Concert Product Ex...	9,398.02
General & Administrative Expe...	
Accounting & Legal	1,525.50
Professional Consultant Service	13,169.93
App Subscriptions	1,217.22
Program Printing	1,387.07
Advertising, TV, Radio, Facebook	741.37

Sault Symphony Orchestra
Income Statement 07/01/2025 to 03/26/2026

Business Fees & Licenses	227.79
Courier & Postage	259.00
Insurance	3,752.43
Interest & Bank Charges	103.60
Commission for online sales	277.69
Office Supplies	609.75
Miscellaneous Expenses	2,715.93
Rent	1,582.00
Repair & Maintenance	492.95
Website	491.49
Total General & Admin. Expen...	28,553.72
TOTAL EXPENSE	85,330.45
NET INCOME	1,406.18

Printed On: 03/27/2026

SAULT SYMPHONY ORCHESTRA REVENUE SOURCES

EARNED REVENUE	
Revenue from box office & online sales	**45000**
PRIVATE SECTOR REVENUE	
Individual Donations	15000
Corporate Sponsorships	6000
Corporate Advertisment	2500
TOTAL PRIVATE SECTOR REVENUE	**23500**
GOVERNMENT REVENUE	
Ontario Arts Council grant request (pending approval)	**20000**
TOTAL REVENUE	**88500**

Canada Revenue Agency | Agence du revenu du Canada

Directors/Trustees and Like Officials Worksheet

Protected B when completed

You **must** give us complete information for each director/trustee and like official who, at any time during the fiscal period of this return, was a member of the charity's board of directors/trustees. Directors/trustees and like officials are persons who govern a registered charity. See the reverse for information on filling out this form.

Total number of directors/trustees and like officials: 12

Charity name: Sault Symphony Orchestra

Business number: R R

Return for fiscal period ending (YYYY/MM/DD):

Note: If you would like these individuals to have the authority to communicate with the CRA on behalf of your charity, their name must also appear as an owner for your Business Number (BN). For more information, go to **canada.ca/charities-giving**, select "Operating a registered charity," then "Making a change to your organization" and see "Change director."

Public information			Confidential data
Last name: **Bell**	First name: **Kimlan**	Initial:	
Term ▶ Start date (Y/M/D):	End date (Y/M/D):		City: **Sault Ste. Marie**
Position: **Treasurer**	At arm's length with other Directors? ☑ Yes ☐ No		Phone number
Last name: **Hermann**	First name: **Jeff**	Initial:	
Term ▶ Start date (Y/M/D):	End date (Y/M/D):		City: **Sault Ste. Marie**
Position: **Chair**	At arm's length with other Directors? ☑ Yes ☐ No		Phone number
Last name: **Davey**	First name: **Angela**	Initial:	
Term ▶ Start date (Y/M/D):	End date (Y/M/D):		City: **Sault Ste. Marie**
Position: **Vice Chair**	At arm's length with other Directors? ☑ Yes ☐ No		Phone number
Last name: **Dick**	First name: **Sharon**	Initial:	
Term ▶ Start date (Y/M/D):	End date (Y/M/D):		City: **Sault Ste. Marie**
Position: **Director**	At arm's length with other Directors? ☑ Yes ☐ No		Phone number
Last name: **Dubreuil**	First name: **Marc**	Initial:	
Term ▶ Start date (Y/M/D):	End date (Y/M/D):		City: **Sault Ste. Marie**
Position: **Director**	At arm's length with other Directors? ☑ Yes ☐ No		Phone number
Last name: **Anderson**	First name: **Bruce**	Initial:	
Term ▶ Start date (Y/M/D):	End date (Y/M/D):		City: **Des Moines**
Position: **Director**	At arm's length with other Directors? ☑ Yes ☐ No		Phone number
Last name: **Scott**	First name: **Robert**	Initial:	
Term ▶ Start date (Y/M/D):	End date (Y/M/D):		City: **Sault Ste. Marie**
Position: **Director**	At arm's length with other Directors? ☑ Yes ☐ No		Phone number
Last name: **Carlson**	First name: **Lee**	Initial:	
Term ▶ Start date (Y/M/D):	End date (Y/M/D):		City: **Sault Ste. Marie**
Position: **Director**	At arm's length with other Directors? ☑ Yes ☐ No		Phone number
Last name: **Mancuso**	First name: **Erica**	Initial:	
Term ▶ Start date (Y/M/D):	End date (Y/M/D):		
Position: **Director**	At arm's length with other Directors? ☑ Yes ☐ No		Phone number

Last name: **St. Pierre** First name: **Pierre** Initial:		
Term ▶ Start date (Y/M/D): End date (Y/M/D):	At arm's length with other Directors? ☑ Yes ☐ No	City: **Sault Ste. Mrie**
Position: **Secretary**		Phone number
Last name: **Trumble** First name: **Kimberlee** Initial:		
Term ▶ Start date (Y/M/D): End date (Y/M/D):	At arm's length with other Directors? ☑ Yes ☐ No	City: **Sault Ste. Marie**
Position: **Director**		Phone number
Last name: **Peer** First name: **Tom** Initial:		
Term ▶ Start date (Y/M/D): End date (Y/M/D):	At arm's length with other Directors? ☑ Yes ☐ No	City: **Echo Bay**
Position: **Director**		Phone number

See the privacy notice on your return.

Completing the Directors/Trustees and Like Officials Worksheet

Public information

Information from this column is available to the public.

Enter the last name, first name, and initial of the director/trustee or like official.

Term:

Start date: Enter the date the person started in the position.

End date: Enter the date the person left the position. If the person has not left the position, leave this field blank.

Position: Enter the title of the position being held. Each position is generally identified in an organization's governing documents (for example, president, treasurer, secretary). A registered charity may have other officials that have governing powers similar to those of a director or trustee. For example, a religious leader with some governing authority would be considered a like official.

At arm's length with other directors: Tick **Yes** if the person is at arm's length with all other directors/trustees or like officials.

At arm's length is a concept that describes a relationship in which two persons act independently of each other and are not related. Related persons are individuals who are related to each other by blood, marriage or common-law partnership, or adoption. It is also possible that individuals not related by a family connection, but by close business relations, may still be considered not at arm's length. For more information on arm's length, go to **canada.ca/charities-giving**, select "A to Z index of topics for charities," search for "Charities and giving glossary" and see "arm's length."

Confidential data

Information from this column will stay confidential and will not be made available to the public except in circumstances in which the release of any or all of the information is required by law or, in certain circumstances, permitted by law.

According to the Income Tax Act, circumstances in which the law requires or permits such information to be disclosed include a court order, warrant, or subpoena issued for a criminal proceeding under an act of Parliament or a legal proceeding relating to the administration or enforcement of the Income Tax Act, the Canada Pension Plan, the Unemployment Insurance Act, or the Employment Insurance Act, or any other act of Parliament or law of a province that allows a tax or duty to be imposed or collected.

Other circumstances in which we are required or permitted by law to disclose certain records include a request made under the authority of the Auditor General Act, a warrant issued by the Canadian Security Intelligence Service Act, and enquiries from the Department of Finance Canada for information to form or evaluate fiscal policy.

Residential address: In the proper spaces, enter the full home address, including the street number, street name, city (which could be a town, village, or other municipality), province or territory, and postal code of each director/trustee or like official.

Phone number: Enter the telephone number at which the person can be reached during the day.

Date of birth: Enter the person's date of birth so that the CRA is better able to identify the individuals who are responsible for managing the charity.

If the director/trustee or like official lives outside the country, enter the person's full mailing address, including the country.

SSO SAULT SYMPHONY ORCHESTRA

Yuletide Splendour

Sibelius • Hely-Hutchinson • Coleridge-Taylor



Sunday, December 7, 2025 - 2pm at The Machine Shop

Get your tickets at Sault Community Theatre Box Office: 705-945-7299

Page 6 of 8 of 2025

PHARMASAVE

East End Pharmasave
150 Churchill Blvd., Unit 15
Sault Ste. Marie
(705) 450-4819

West End Pharmasave
658 Second Line W, Unit 1
Sault Ste. Marie
(750) 450-2622

Adel's Pharmasave
773 Great Northern Rd. #12
Sault Ste. Marie
(750) 450-7373

Three locations to serve the community of Sault Ste. Marie better

THANK YOU!

A special thank you to all of our sponsors and donors who make our performances possible! Your support helps the Symphony bring music to life in our community.

We welcome you to our performance and hope you enjoy!

Ways to help the Symphony:

- Monetary donations, big and small, help us enrich the community with music. Visit saultsymphony.ca/support or email saultsymphonyorchestra@gmail.com for details.

  (Every donation over $20 is eligible for a charitable donation receipt)

- You can also support us by following, liking, and sharing our content on social media to help spread the word.

  @saultsymphonyorchestra

Performance made possible in part by the support of:

SAULT STE. MARIE

ONTARIO ARTS COUNCIL
CONSEIL DES ARTS DE L'ONTARIO
an Ontario government agency
un organisme du gouvernement de l'Ontario

Ontario



Today, we perform Symphony No. 3 in C major, Op. 52 by Jean Sibelius, Finland's greatest composer. It received its premiere performance in 1907 by the Helsinki Philharmonic Society, conducted by Sibelius himself. Given the myriad of spectacular choices from the orchestral canon, why do we play this particular symphony now?

Amidst a programme of Christmas music, this symphony is a perfect foil with its austere Nordic character. Sibelius indicates that this symphony need not be performed by an orchestra of more than fifty players. He preferred a small string section to emphasize the transparency of the orchestration. Sibelius had a way of creating melodies that sound like ancient folksongs but are entirely his own tunes. Rhythm is just as important as his melodic material. He talks about the "compelling forward movement" that binds the symphony together. In the third movement, his music illustrates in his own words "the crystallization of thought from chaos".

Much of Sibelius's music was inspired by the Kalevala, the Finnish oral folklore compilation of epic poetry, telling a story about the Creation of the Earth. Sibelius had been working on an oratorio called Marjatta. He abandoned the project but retained many of the musical themes in his third symphony. In the last poem of the Kalevala, Rune 50, Marjatta appears: she is a young maiden who becomes pregnant after consuming a lingonberry. Harshly censured for her miraculous pregnancy, she looks for a sauna in which to give birth but is rejected by Herod's wife. She finds a stable and a boy is born. He is baptized by Virokannas and crowned King of Karelia. The obvious parallel to Luke's biblical account is striking.

Victor Hely-Hutchinson was Director of Music for the BBC. He composed his Carol Symphony in 1929. It is based on traditional English Christmas carols: O Come, All Ye Faithful; God Rest Ye Merry, Gentlemen; The Coventry Carol; The First Nowell; Here We Come A-wassailing.

Merry Christmas and please, enjoy the concert.

Stephen Mallinger

Artistic Director - Sault Symphony Orchestra



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Violin I

Anya Mallinger, Concertmaster
Kimlan Bell
Dottie Case
Victoria Palahnuk
Lorie Zenker

Violin II

Erica Mancuso, Principal Second
Lee Carlson
Elaina DiSanto
Kathy Evoy
Owen Goslin
Anne-Danaëlle Laroulette

Viola:

Vincent Feletti, Principal Viola
Seth Knepper
Dorota Milczarek
Meika Sonntag

Cello:

Elizabeth Bert, Principal Cello
Sophia Battel
Daniel Dennis

Bass:

Martin Virta, Principal Bass
Sara Jane Marshall

Flute:

Rob Galbraith, Principal Flute
Sharon Dick
Molly Di Pietro

Clarinet:

David Bean, Principal Clarinet
Louise Cescon
Christopher Dobson, Bass Clarinet
Paul Gilchrist

Oboe:

Angela Lickiss Aleo, Principal Oboe
Élise Cormier

Bassoon:

Barbara Finch, Principal Bassoon
Deanna Irwin

Horn:

Tracy Texter, Principal Horn
Rachel Brozman
Diane Kolak
Laura Sanderson

Trumpet:

Paul Stevenson, Principal Trumpet
Julie Vaughan

Trombone:

Karl Hermann, Principal Trombone
Cam Dunlop
Robert Rozgonyi

Tympani:

Louis St. Pierre

OUR MUSICIANS

Percussion:

Marc Dubreuil
Kathy Kasper

Harp:

Karen Beacom

Saxophone:

Josh Norling

English Horn

Angela Lickiss Aleo

Sharing the stage in the spirit of the season:

Students of the Algoma Conservatory of Music & Soo Theatre Youth Orchestra (Michigan)*

Violin:

Beckett Bernardo
Callie Broad
Joseph Cain
Micah Carew
Lillian Chiarello
Eliana Chong
Hannah Doucette
Robert Eady
Zoe Greenwood
Phoenix Ingram
Sawyer Johnston
Pia Kasch
Ava Lettieri
Sophia Leva
Maya Macmichael
Elizabeth Maloney*
Hannah Palahnuk
Colleen Rice*
Ava Paufler
Thomas Paufler
Liam-Joel Rivera
Nevaeh Smith

Viola:

Elise Rice*

Cello:

Helen Deresti
Roxie Eady

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A Holiday Wish From Your Symphony

As the lights twinkle and the music of Yuletide Splendour fills the air, the Sault Symphony Orchestra sends a warm and sparkling thank-you to all our past and present donors. Your generosity is the magic that helps our stages shine, our musicians soar, and our community stay beautifully in tune.

If you feel inspired this holiday season, we invite you to support the symphony and help keep the music playing well into the New Year. Donations of $20 or more will receive a charitable tax receipt — perfect for adding a little extra cheer to your giving.

You can make a gift in a snap by scanning the QR code in this programme, which will whisk you to our Donorbox page.

Prefer something more traditional?
Cheques may be mailed to:
Sault Symphony Orchestra
PO Box 2011,
RPO Cambrian
Sault Ste. Marie, ON P6B 0E9

E-transfers are also welcome at:
saultsymphonyorchestra@gmail.com

From our orchestra family to yours, thank you for supporting local music, imagination, and holiday joy. Your kindness keeps the season bright — and the symphony playing.

Warm holiday wishes,
The Sault Symphony Orchestra

Christmas Overture
Samuel Coleridge-Taylor (1875-1912)

String a Song of Christmas
Arr. Edmund J. Siennicki (1920-2014)

A Carol Symphony
Victor Hely-Hutchinson (1901-1947)

1. *Adeste Fideles*
2. *Scherzo: God Rest You Merry Gentlemen*
3. *Romance: Coventry Carol and The First Nowell*
4. *Finale: Here We Come A-wassailing*

– INTERMISSION –

PROGRAMME

Symphony No. 3 in C major, Op. 52
Jean Sibelius (1865-1957)

I. Allegro moderato

II. Andantino con moto, quasi allegretto

III. Moderato - Allegro ma non tanto

A Most Wonderful Christmas
Arr. Robert Sheldon (b. 1954)




Quattro
HOTEL
& Conference Centre

SSO SAULT SYMPHONY ORCHESTRA

Voices of Innovation

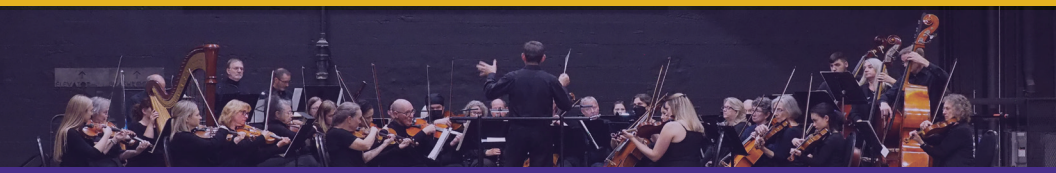
Celebrating Women Composers





Featuring Anne Louise-Turgeon, piano soloist

Clara Schumann • Christine Donkin • Louise Farrenc



Sunday, March 8, 2026 - 2pm at The Machine Shop

Get your tickets at Sault Community Theatre Box Office: 705-945-7299


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Ho Ho Ho, we deliver the gift of smiles year round!

Congratulations to Gabrielle Turgeon!



We extend our warmest congratulations to Gabrielle Turgeon on her remarkable achievements at the prestigious Concours OSM (Montreal Symphony Orchestra Competition), one of Canada's leading classical music competitions. On November 17 th , 2025 Turgeon claimed the coveted Barbara Bronfman Prize, which includes a $20,000 scholarship awarded to the competition's top emerging artist.

Her success continues with an impressive sweep of additional honours, including the OSM Invitation Prize (Canimex), the Michèle-Paré Prize for a residency at Orford Musique, the Chapelle Musicale Reine Élisabeth Prize for a 2026–2027 residency in Belgium, and the $25,000 Ann Birks Career Scholarship supporting advanced professional development.

During the 2025-26 season, Turgeon performs as Micaëla in Carmen with the Brott Music Festival, and then returns to Los Angeles Opera for her second season as a Domingo-Colburn-Stein Young Artist, singing Meretaten in Glass's Akhnaten and First Lady in Mozart's Die Zauberflöte under the direction of James Conlon.

A graduate of the University of Toronto (BMus) and the University of Cincinnati College-Conservatory of Music (Masters), Turgeon is also an alumna of the Aspen Music Festival and a proud former student of Korah Collegiate in Sault Ste. Marie.

Gabrielle's accomplishments place her among Canada's most exciting rising vocalists, representing Sault Ste. Marie with distinction on national and international stages. We celebrate her artistry, dedication, and bright musical future, and we look forward to the day when we welcome her home to share her extraordinary talent with our Sault Symphony audience.

Bravo, Gabrielle!

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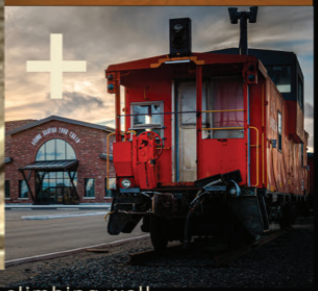
worth the trip to the Sault











past present + future

The Canal District in Sault Ste. Marie boasts a climbing wall, shopping, seasonal skating and dining experiences to please any palette! The entertainment and event center built in this historic building creates nostalgia and provokes creativity for any event.

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About the Sault Symphony Orchestra

- The SSO is a leading source of classical music in Sault Ste. Marie and the surrounding Algoma region.
- Under the artistic direction of Stephen Mallinger, this community-based orchestra performs works from the Baroque, Classical, Romantic, and 20th century periods.
- They are committed to creating engaging, inspiring and educational musical experiences that are accessible to everyone regardless of age, experience, or background.
- The orchestra fosters music education through its Mini Maestros children's program – a free concert for children held ahead of each installment of its performance season.



SSO artistic director Stephen Mallinger rehearsing with participants in the Mini Maestros program.

(Photo courtesy of Sault Symphony Orchestra)

Sault Symphony Orchestra receives 2025 Vida Peene Orchestra Award

October 24, 2025

The Ontario Arts Council (OAC) is pleased to announce that the recipient of the 2025 **Vida Peene Orchestra Award** is the **Sault Symphony Orchestra** (SSO). This **$5,000** award recognizing artistic and organizational achievement will be presented during their **Autumn Echoes: Saint-Saëns, Beethoven, Brahms** season opening concert on **Sunday, October 26 at 2 p.m.** at The Machine Shop, a Sault Ste. Marie performance venue.

The award will be presented by OAC awards officer Carolyn Gloude.



About the Sault Symphony Orchestra

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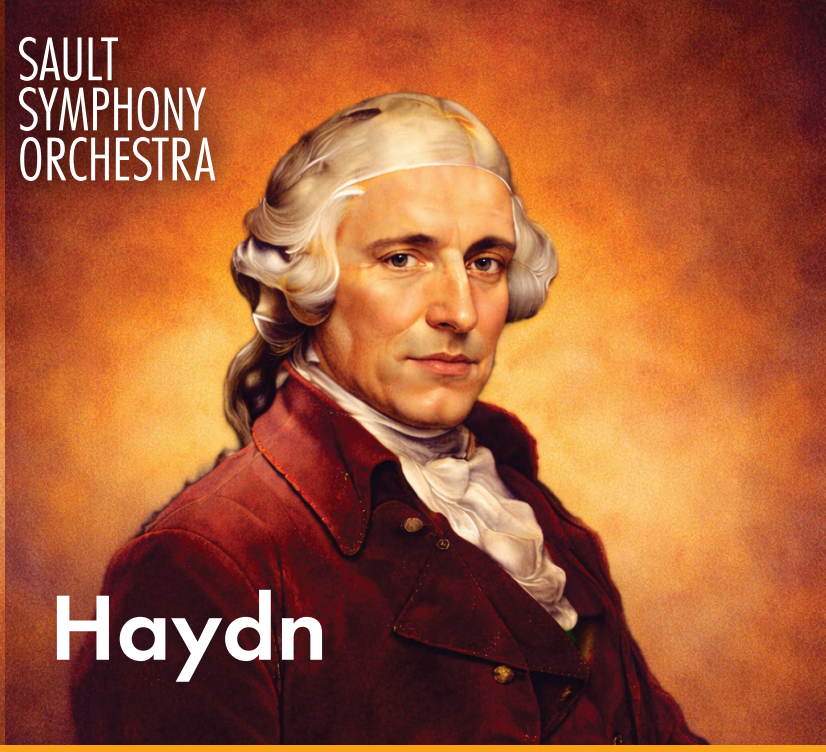


About the Vida Peene Orchestra Award

- The Vida Peene Orchestra Award recognizes artistic and organizational achievement and is given out biennially to assist Ontario orchestras. The OAC administers the jury process for this award.
- Vida Peene (1898-1978) was a Hamilton-based arts patron whose remarkable legacy continues to support the arts in Ontario and Canada.
- The award alternates between professional and community-based orchestras. Past recipients include the Hamilton Philharmonic Orchestra (2023), Peterborough Symphony Orchestra (2021) and the National Youth Orchestra of Canada (2019). See the full list of previous laureates.

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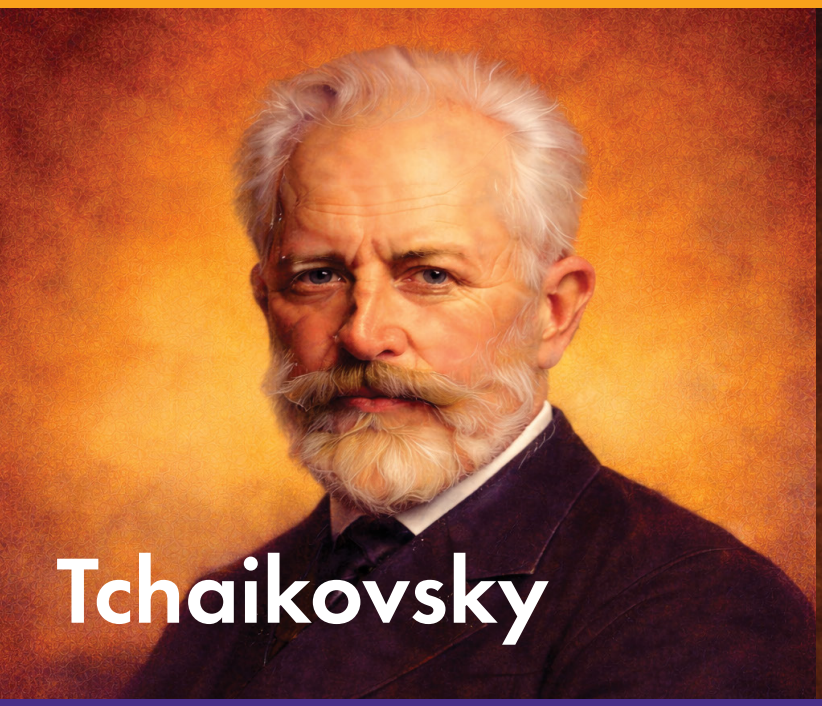




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Sleigh Ride

Featuring Award Winning Soprano Soloist

Gabrielle Turgeon

Handel Messiah Arias • Opera arias • O Holy Night



Celebrate the magic of the season with Gabrielle Turgeon & beloved classics from The Nutcracker!

Sunday, December 6, 2026 - 2pm at The Machine Shop

Get your tickets at Sault Community Theatre Box Office: 705-945-7299



Sunday, October 25, 2026 - 2pm at The Machine Shop

Get your tickets at Sault Community Theatre Box Office: 705-945-7299

SSO SAULT SYMPHONY ORCHESTRA

Vienna, City of My Dreams



Mozart ★ Sibelius ★ Schubert

Sunday, March 7, 2027 - 2pm at The Machine Shop

Get your tickets at Sault Community Theatre Box Office: 705-945-7299

Early intake submission deadline: **Last Friday in October** of each calendar year by 4:30pm EST

Late intake submission deadline: **Last Friday in March** of each calendar year by 4:30pm EST

Applications That are Incomplete or Missing Supporting Documentation Will Not be Accepted or Eligible for Review

In addition to this completed application, the following documents are to be formatted as described in the Application Process section of the **ACAP Guidelines** document and submitted as attachments:

- List of Board of Directors and Officers of the organization and their contact information
- Operating budget of the applicant organization for the current fiscal year
- Financial statements from last year, including balance sheet and income statement
- Links to related social media accounts or websites (if applicable)
- Documentation/support material of past projects that would demonstrate the Applicant's ability to successfully undertake and complete the project
- ACAP Project Plan Template
- ACAP Application Budget Template
- Quote documents for small capital/equipment purchases and/or print materials (if applicable)

Section 1: Organization Information

i. Organization Name:
Sault Theatre Workshop

ii. Organization: Address: (Street, Postal Code, City)
121 Pittsburgh Avenue, Sault Ste Marie ON
P6C 5A9
Address coreespondence to P.O Box 94 P6A 5L2

iii. Organization Contact Information: (Phone, Cell, Email)
(705)946-4081 Cell - (705)542-6477 saulttwmembership@gmail.com

iv. Organization Contact Person & Alternative Contact Person:

Name BobbiLeigh Gasparelli	Name Scarlett Marenger
Title Chair	Title Treasurer
Phone	Phone
Email	Email

v. Please briefly describe the Organization's mandate, goals, and objective (maximum 250 words):

The Purpose of Sault Theatre Workshop shall be to promote and encourage participation in theatre, primarily in the dramatic arts. The Mandate of Sault Theatre Workshop shall be to operate without the purpose of gain, profit or other acquisitions for its members. All profits are used for promoting the purpose and objectives of the Sault Theatre Workshop. Established in 1948, the Sault Theatre Workshop continues to present quality theatre in Sault Ste. Marie. Now in its 77th season, STW is proud to be our oldest community theatre group and the only one with ownership of its own theatre venue. Our vision is driven by our many passionate and creative volunteers. It is where your love of theatre will begin. We are a community theatre always looking for more volunteers to try their hand at acting, directing & working behind the scenes in our up-coming plays. Our objective is to provide a training ground for youth and adults who may be looking at pursuing a career in Film or Acting. We have members who have a wealth of experience in the field and those who can train on the operation of the Lights, Sound, Stage Management, Directing, Producing, Costumes, Prop Collection, Set Construction, as well as Front of House duties - which includes canteen operation and greeting customers during show times. The Sault Theatre Workshop will prepare you for any future endeavors you might wish to undertake in the future, whether it be directly in theatre or other public speaking roles.

vi. Please indicate the organization's discipline of focus:
Visual arts, performing arts, media arts, literary arts, multi & interdisciplinary arts, heritage arts, public art, other, and description (maximum 50 words):

The Sault Theatre Workshop's discipline of focus is Theatre Performing Arts. We provide the citizens of Sault Ste. Marie with the opportunity to develop acting skills, technical expertise, board management, budgeting, box office management, etc. We do this while presenting productions and workshops which entertain and educate the audience.

Section 2: Type of Grant & Funding Amount Requested

Applicants may choose one grant stream that best supports their project needs and objectives. **Please refer to the ACAP Guidelines.**

Please select only one:

Small Project Grant ☐

Large Project Grant ☐

Operating Grant ☑

Seed Funding ☐

Community Events Grant ☐

Major Cultural Celebrations Grant ☐

Cultural Diversity Grant ☐

ACAP Request Amount ($) 9000

Section 3: Description of Activities, Projects and Events

Please download, complete and include the completed ACAP Application Project Plan Template for the proposed activity, project and/or event as an attachment.

i. Project Name or Working Title:
Sault Theatre Workshop Season 78

ii. Activity/Project and/or Event **Start Date:**
Sept.1st, 2026

iii. Activity/Project and/or Event **End Date:**
June 30th, 2027

iv. Activity/Project and/or Event Location:

(Physical address or for virtual projects/programming/events please include links to websites, social media etc. where programming will take place/be present, maximum 50 words):

Sault Theatre Workshop
121 Pittsburgh Avenue
Sault Ste Marie, ON
P6C 5A9

v. Please describe the activity, project, or event and any relevant goals or objectives (maximum 750 words):

The Sault Theatre Workshop is a non-profit organization devoted to the production and promotion of live theatre in and around Sault Ste Marie. Our goal and continued objective is to present 3 productions a year and host a festival of one act plays at our Studio Theatre at the end of each year.

Operational expenses include the funds we require for sets, props, costumes, make-up, play royalties, advertising, building maintenance and upgrades etc. The majority of our income is generated from our admission charges, fundraisers and patron donations, as well as cultural grants. The majority of our budget is spent right here in our community. Often we must raise additional funds in order to travel to theatre festivals, or to locally host festivals and bring professionals into our community for training purposes. We are a registered not-for-profit and can issue tax receipts. We are very fortunate to have our own building, which has often been described by out of town theatre performers and adjucator's as a 'magical space' for intimate theatre performances. We strive to improve the theatre experience for our members and audience at every opportunity. We feel it is important to provide the live theatre experience in our community, to provide the training and opportunities for young and old, to make it possible to see the classic plays, the modern plays, and the Canadian plays. We welcome everyone to our theatre! We invite everyone to be part of this exciting movement; as supporting audience, as donating patron, as active participant on stage, backstage, or as a board member.

However, building ownership has come with additional hardships. In addition to production expenses we must also plan for and cover the costs of day to day operation of our theatre. These expenses include utilities, fire safety inspections and maintenance, grounds maintenance, insurance, and snow removal during the winter months. During Covid we had to continue to cover these expenses despite being unable to produce any shows or run any fundraising, which depleted our reserve funds. Recent fundraisers such as paint nights, benefit concerts and art shows have been run to assist with covering some of the extra expenses that come with building ownership and with a new board and many younger volunteers we have been increasingly successful in reaching our financial goals. Unfortunately, our 77th season met with a number of unforseeable obstacles (show cancellations, plumbing problems) that drained our accounts and led to us seeking a buyer for our building. We have been so lucky to form a partnership with Algoma Repertory

vi. How does this activity, project, or event support the current Community Culture Plan? Please select all community programs and impact priorities that the project supports.

- [x] Complement and support existing City initiatives, plans and projects and contribute effectively to the development of arts, culture and heritage in Sault Ste. Marie
- [ ] Contribute to the economic and social diversity of SSM through the development of arts, culture and heritage products and tourism
- [ ] Promote effective, meaningful and equitable community engagement and consultation processes
- [x] Provide mentorship and participatory opportunities for youth, diversity and historically underrepresented groups in the community
- [x] Increase organizational capacity and sustainability of local art organizations, collectives and artists (including Applicants)
- [x] Provide professional development opportunities for emerging and professional arts, culture and heritage practitioners (including Applicants)
- [x] Fosters community connections, partnerships and networks
- [x] Provides opportunities for volunteerism
- [x] Significantly contributes to the quality of life and sense of identity in Sault Ste. Marie

Please explain these selections (750 words maximum):

"Complement and support existing City initiatives, ... "

We showcase local artists and mentor emerging talent. We support young production groups such as Sarah Skagen (SHE) & Calvin Lane (Unfathomable Productions) as they develop their artworks by providing access to our venue and resources. In addition, Artists are given workshops to develop their talents not just in acting but technical training in lighting design and technical performance, as well as sound design. Participants can also learn how to stage manage, develop costume design and become a wardrobe assistant. They also can become knowledgeable in finance by preparing budgets, using the box office system and handling money in the canteen and becoming educated in grant application processes.

"Provide mentorship and participatory opportunity for youth, diversity ..."

We encourage participants, young and old and from every walk of life in our community, to become members of the Sault Theatre Workshop. We have recently enjoyed the addition of a number of international students to our shows and the new perspectives that they bring into our theatre. We encourage those new to our community to come and get involved in our

vii. What are the benefits to audiences, participants, and/or the community of Sault Ste. Marie that are intended upon successful completion and implementation of this activity, project or event? (500 words maximum):

The direct benefits of Sault Theatre Workshops operation to our audiences, participants and community are as follows: Entertainment, Education, Training, and collaboration with other arts groups both within and outside our local community.

Our audiences have always enjoyed the wide variety of theatre we provide, from Shakespeare, to dramas, to comedies, to melodramas and children's productions. We have also hosted many QUONTA Drama Festivals and Theatre Ontario Festivals, bringing some of the best community theatre Ontario has to offer to our Sault Ste. Marie audiences and an opportunity to network with theatre groups from other communities. We try to include at least one family-oriented show a year so that parents can introduce their young families to the joy of theatre. We are hoping to present a traditional Christmas Melodrama once again this season.

Our audience members have a chance to attend the workshops provided at these festivals. Listening to the adjudications each night and the more detailed ones in the morning are great learning experiences for the participants. They can attend the workshops provided daily for a variety of different theatre topics.

The community benefits economically from the participants' use of our hotels,

viii. If ACAP funding for this activity, project or event is approved, please describe what the applicant considers to be successful implementation. How will the applicant measure success (250 words maximum):

The Grant received will be used towards the operation and promotion of the Sault Theatre Workshop and our theatre productions. Successful implementation of funding will be measureable by an increase in audience attending our productions, an increase in volunteers working on our productions and a decreased need to rely on large scale fundraisers to pay our bills. Our ideal income source is our shows and the ability to produce them with 100% of our focus and energy in order to mount the best possible production. Sault Theatre Workshop should be more about the art and the community of artists and less about organizing non-theatre oriented fundraisers just to pay our bills. In addition, Our ability to confidently plan and advertise a full solid season of shows allows us to send out brochures canvassing for donations and season subscriptions, which is how we receive the majority of our donations. Ultimately success will be measured through the appreciation of our audience and the smiles on the faces of our volunteers as we all work together doing what we love - theatre.

Section 4: Marketing

i. What audiences do the Activity, Project and/or Event look to reach? Select all that apply:

- [x] Local (within the Municipality)
- [x] Regional (within Algoma)
- [x] Tourism (those who will travel to take part or view)
- [ ] Other (Please describe)

Other please describe (250 words maximum):

ii. Please describe any specific audiences that are intended to be reached with the activity, project, or event (150 words maximum):

Our target audience are all demographics but particularly those between the ages of 25 and 45 as we are actively encouraging younger adults to participate in our organizations activities. As such, it is important to bring them in to view our productions. If they enjoy what we do, we encourage them to join us in future productions. As our long-standing dedicated supporters age, their ability to volunteer and participate as audience members decreases. We need to look to the future and involve our youth more actively in volunteerism.

iii. How will the activity, project, or event be promoted? Please describe and include any links to social media accounts or relevant websites or organizations (maximum 250 words):

We promote out activities through the Sault Community Box Office (saultctc.ca), through our own website (www.saulttheatre.com), and through our Facebook page (https://www.facebook.com/profile.php?id=61572503853426). We are currently working on linking an instagram account as well to reach a wider (as well as younger) audience.

In addition we post print posters of upcoming productions in a number of local community businesses and bulletin boards to help promote our show. We also purchase or exchange advertising in other theatre organization's production programs.

*In reference to question v. below Viewership Per Production is between 251-500 but for the full season would be multiplied by each production.

iv. What age does the activity, project, or event look to reach? (Select all that apply)

- [x] 0-18
- [x] 19-34
- [x] 35-59
- [x] 60-75
- [x] 76+

v. What is the estimated attendance or viewership of the activity, project and/or event?

- [ ] 1-50
- [ ] 51-100
- [ ] 101-250
- [x] 251-500
- [ ] 501-1,000
- [ ] 1,001-2,500
- [ ] 2,501+

vi. What is the estimated expected number of participants directly involved in the implementation/execution of the activity, project or event (including staff, volunteers, artists, etc.)?

☐ 1-10 ☑ 26-50

☐ 11-25 ☐ 50+

Please provide a brief description of participant composition (maximum 150 words):

Our direct theatre participants range from youth under 18 up to Senior Citizens over 75. Depending on production being presented the volunteer cast size will vary anywhere from 5 people to 25+ people. In addition, Backstage production crew usually number around 15 people between the ages of 20 - 65 years old.

Our daily audience during production week is usually between 50 - 100 people/show, our maximum seating is 100 people/show.

Section 5: Existing In-kind & Previous Funding

Applicants who are requesting **any** other type of financial or in-kind assistance from the City (all departments) as part of their activity, project and/or event must ensure that it is included in the ACAP Application Budget Template.

i. Has the applicant organization or collective received ACAP funding or any other City of Sault Ste. Marie municipal cultural financial assistance in the past?

Yes ☑ No ☐

Section 6: Project Budget

i. Please download, complete, and attach a copy of the ACAP Application Budget Template.

Please show how ACAP funding will be used if the Applicant's request is approved. Please include all cost categories, both eligible and ineligible, for each of the components/items of the activity, project and/or event, all expected funding sources and type of funding (grant, in- kind, cash, etc.).

Section 7: Authorization

As an authorized representative of Sault Theatre Workshop (Organization/Collective Name), I, Bobbi-Leigh Gasparelli (Name of Organization/Collective Contact) attest that all information contained in this application, agree to fulfill the responsibilities for all activity, project and/or event deliverables contained therein and/or agreed to by the Cultural Vitality Committee and the City of Sault Ste. Marie. This application will act as a contract between the City of Sault Ste. Marie and the Applicant should the application be successful.

Bobbi-Leigh Gasparelli Signature March 26th, 2026 Date

Completed applications and supporting documentation may be submitted by email to:

a.moore@cityssm.on.ca
Subject Line: Cultural Financial Assistance Application – Attention: Arts and Culture Lead

Completed applications may be submitted by mail or in person to:

Community Development and Enterprise Services
Attention: Arts and Culture Lead
99 Foster Drive
Civic Centre
Sault Ste. Marie, ON
P6A 5X6



Arts & Culture Assistance Program

CITY OF SAULT STE MARIE

Dear ACAP Committee,

I appreciate the opportunity to speak with you and provide additional information to support our ACAP grant application. While the Sault Theatre Workshop has been operating in Sault Ste Marie for the past 76 years, the majority of our current Board of Directors is quite new to their roles and very focused on promoting and modernizing our activities moving forward. Having been a member of and supported the activities of several volunteer organizations in our community, I understand how challenging it can be to acquire and retain the valuable volunteers that are needed to support our community. We have been successful in bringing in a number of young adults into our organization and are excited about what the future holds for us. Financial support from the City of Sault Ste Marie has always been a key component of our operating plan. We wouldn't have 76 years behind us without this vital support.

For the Sault Theatre Workshop, the 2020 -21 & 2021-22 seasons were severely impacted by the effects of the COVID19 shut down. For most arts groups, COVID meant no productions but also a pause on most of their expenses as well. For the Sault Theatre Workshop, it meant no revenue while at the same time still being required to pay the expenses on our building (utilities, insurance etc...) and this resulted in a serious depletion of our reserve funds. At the same time, our volunteer base – as happened with many other groups - almost completely disappeared. In this period of instability, there was no one knowledgeable enough on the Board to pursue any emergency grants that were available to arts organizations at that time. The window to apply was very small. None of our current board members were part of STW at that time, but we've all stepped in since then with determination to bring our organization back to its past as a vibrant community theatre organization. Unfortunately, our last few applications for ACAP funding have not been successful, and this has furthur complicated our ability to make solid plans as an organization.

We've been searching for the most cost-effective ways to produce theatre so that we can keep our doors open. We've highlighted a number of local playrights who've allowed us to present their work royalty free. But in reality, these un-tested scripts don't always bring in the audience numbers we need to generate revenue to keep doing what we love. We also realize that quality theatre requires productions with quality scripts and local artists still deserve to be paid for their work just as much as professional script writers. As a recipient

of ACAP funding, we would be committed to ensuring that artists are paid appropriately for their efforts – whether it is a young and emerging local artist such as Calvin Lane, RJ Downes, Sarah Skagen or professional playwright such as Norm Foster. We are focused on creating opportunities for artists to not only develop their skills through workshops but also to become the leaders and mentors and workshop providers able to earn income from that training. We would also be able to pay royalty fees that would allow us to produce a number of long-standing theatre favourites in addition to new productions

Documentation has been included from a number of our past season shows that demonstrates our ability to earn revenue from our productions. The fact that our doors are still open and our deficit has been cut in half each year since Covid also shows this. We have held fundraisers, rented out our space and collaborated and will continue to do so, but we really look forward to a day when we can relax and enjoy creating theatre magic without the worry of whether our lights will still be on. We ask that the City of Sault Ste Marie show support for our long-standing application through the ACAP program so that we can keep doing what we love and share our passion for theatre with a new generation.

Thank you again for your time reading through our application. We appreciate the opportunity to be considered for funding this year. Please let me know if there's anything else I can provide as you move forward with the decision-making process.

Best regards,

Bobbi-Leigh Gasparelli, chair
On behalf of the STW Board of Directors

Cost Category (Types of Expenses for Project) - Add/delete rows as needed	Eligible Project Costs (Refer to ACAP Guidelines for Details)	Ineligible Project Costs (Refer to ACAP Guidelines for Details)	Funding Source (ACAP, Cash, Other Gov. Funders, Sponsors, etc.)	Funding Type (Grant, Cash, Inkind, etc.)	Quotes/ Estimates (Links where applicable)
Operational Costs					
Utilities		$7000	**Cash** *(Revenue from Ticket Sales & Fundraisers)		
Snow Plowing		$5000	Cash*		
Insurance	$8000		Cash*		
Bank Charges	$600		Cash*		
Cleaning Services		$1000	Cash*		
Materials & Supplies Costs					
Scripts	$500		Cash*		
Poster/ Advertisement	$1500		Sponsors	In Kind	
Program Printing	$2000		Sponsors + Cash*	In Kind	
Cleaning Supplies	$200		Cash*		
Office &supplies Includes book-keeping and website maintenance	$1500		Cash*		
Canteen Supplies	$1000		Cash*		
Advertising	$2000		Sponsors + Cash*	In Kind	
Set Building materials (4 shows)	$4000		Cash* +Some donations	Cash +	
Props & Costumes	$1500		Cash*	Cash*	
Equipment Costs					
Lighting gels/Bulbs	$500		Cash*	Cash*	

Artist Fees					
Director/Producer Honoraria	$3000		Cash* ACAP	Cash* Grant	
Royalty Payments	$4000		Cash* ACAP	Cash* Grant	
Adjudicators – One Act Festival	$2000		Cash* ACAP	Cash* Grant	
Other Costs					
Building Repair/ Maintenance	$1500	$1500	Cash*		
Total Costs	$33,800	$14,500			
Total Project Costs:	**$48,300**				
Notes					
1) For Small Projects ($2,999 or less) Eligible Project Costs can = 100% of Total Project Costs	**2) For Large Projects ($3,000-$20,000) Eligible Project Costs must = 75% or less of Total Project Costs**	**3) For Operational and Seed Projects Eligible Project Costs must = no more than 25% of Total Operating Budget of the Organization/ S tart up**	**4) For Small Festivals/Ev ents ($5,000 or less) Eligible Project Costs must = 75% or less of Total Project Costs**	**5) For Large Festivals/E v ents ($5,000-$10,000) Eligible Project Costs must = 75% or less of Total Project Costs**	**6) Cultural Diversity Projects are reviewed on a case by case basis with no Total Project Cost % Restrictions**

Profit and Loss Statement for Spring Fling One Act
May 2025

ROYALTIES	CHEATING	-$ 539.65		
ROYALTIES	CONFLICT	-$ 514.31		
DIRECTOR	VICTORIA	-$ 250.00		
DIRECTOR	GRACE	-$ 250.00		
SOYA		-$ 140.00		
TIP		-$ 10.00		
C J MORTON		-$ 15.96		CANTELOPES
A K GRAPHIX		-$ 310.18	PROG & POSTERS	
S MARENGER		-$ 21.09		DOORPRIZE
PISA PIZZA		-$ 218.00		CAST PARTY
COSTUMES		-$ 11.28		P J BOTTOMS
S MARENGER		-$ 75.44	FOOD BASICS	POP/WATER
SQUARE FEES		-$ 35.00		
ADVERTISING		-$ 220.00		PROGRAM
DOLLARAMA		-$ 20.34		BINDERS
A K GRAPHIX		-$ 56.32	POSTERS	SCRIPTS
STAPLES		-$ 118.10		SCRIPTS
BOX OFFICE FEES		$ 3.16		
		-$ 2,802.51		

$	3,036.26	
-$	2,802.51	
$	233.75	PROFIT

PROFIT / LOSS FOR CONSPIRACY

Feb-25

INCOME

SQUARE		$	1,884.00
DOOR		$	590.00
ADVERTISING	HIGHLAND FORD	$	225.00
ADVERTISING	ABC	$	100.00
MEMBERSHIP		$	135.00
FALLON'S MOM		$	100.00
CANTEEN		$	229.00
SSM BOX OFFICE		$	240.00
ADVERTISING	JUDE ORTIZ	$	30.00
ADVERTISING	CHIROPRACTOR	$	150.00
ADVERTISING	WHISKY BARREL	$	500.00
DOOR	JOHN ANDERSON	$	60.00
	TOTAL INCOME	**$**	**4,243.00**

EXPENSES

ROYALTIES	NONE	$	-
DIRECTOR	FALLON SYYL	$	500.00
PRODUCER	NONE	$	-
SCRIPTS	A K GRAPHIX	$	128.96
PROGRAMMES	A K GRAPHIX	$	325.44
POSTERS	FALLON SYYL	$	85.30
PROPS	FALLON SYYL	$	38.02
BANK CHRGS	BMO	$	58.02
CLEANING	V FELICE	$	125.00
BK CHRGS	BOX OFF	$	6.00
COSTUMING	FALLON SYYL	$	146.53
DRY CLEANING ?		$	150.00 ?
CAST PARTY ?		$	200.00 ?
	TOTAL EXPENSES	**$**	**1,763.27**

PROFIT AT THIS ˙ $ 2,479.73

PROFIT & LOSS FOR ESTATE OF MADNESS

OCTOBER/NOV 2024

INCOME

MUSICAL COMEDY GUILD	$	300.00	
JUDE ORTIZ	$	60.00	
FRANK'S AUTO	$	100.00	
SQUARE	$	30.00	R WILSON
BOX OFFICE	$	2,030.75	
CANTEEN	$	316.00	
DOORPRIZE	$	167.60	
DOOR	$	1,101.00	
LEEANN PEARSON	$	250.00	PROGRAMME
	$	**4,355.35**	

EXPENSES

DIRECTOR'S HONARARIUM	$	500.00	CALVIN & GRACE
SCRIPTS	$	73.00	STONES
SOO MILL	$	269.16	SET & POSTERS
CALVIN LANE	$	78.71	SET & POSTERS
MARENGER	$	261.74	DÉCOR/MASKS/DOORPRIZE
PROGRAMMES	$	294.93	AK GRAPHIX
DOLLARAMA	$	8.48	SCRIPTS
COSTUMES	$	110.55	FABRICLAND
DOLLARAMA	$	62.13	PAINT/DÉCOR
PISA PIZZA	$	31.00	CAST
STAPLES	$	9.02	READERS DUOTANGS
BULK BARN	$	46.96	DOORPRIZE AND EYEBALLS
CANTEEN	$	60.20	POP, COFFEE, WATER
CANTEEN	$	59.00	POP, MILK, CREAM
ROME'S	$	34.15	CAST PARTY
ROME'S	$	30.43	BUNS
ROME'S	$	162.82	CAST PARTY
	$	**2,092.28**	

PROFIT $ 2,263.07

PROFIT / LOSS FROM SNOW WHITE

Dec-24

INCOME

BOX OFFICE	$	3,650.00	SSM BOX OFFICE
DOOR	$	2,100.00	
DOOR	$	280.00	
DOOR	$	195.00	
CANTEEN	$	638.70	
PREVIEW NIGHT	$	185.00	VINCENT PLACE
SQUARE	$	120.00	
SQUARE	$	90.00	
SQUARE	$	60.00	
ADV	$	30.00	ORTIZ
DOORPRIZE	$	340.00	
	$	**7,688.70**	

EXPENSES

A K GRAPHIX	$	52.07	SCRIPTS
G GODDARD AGENCY	$	678.00	ROYALTIES
A K GRAPHIX	$	358.89	POSTERS/PROGRAMES
HONORARIA	$	250.00	HOUSTON
HONORARIA	$	250.00	FELICE
SOO MILL	$	164.74	PAINT
S MARENGER	$	437.01	SET,DÉCOR.DOORPRIZE
S MARENGER	$	317.81	CAST PARTY, DRESS
S HOUSTON	$	72.47	CANTEEN
PREVIEW NIGHT	$	185.00	VINCENT PLACE
V FELICE	$	218.75	PAINT,SUPPLIES
GRACE KING	$	29.82	MAKEUP
SSM COMM BOX OFF FEES	$	300.00	EMAIL BLAST
SSM COMM BOX OFF FEES	$	69.72	CC FEES
SQUARE FEES	$	3.66	
SQUARE FEES	$	3.12	
SQUARE FEES	$	1.98	
DRY CLEANING	$	97.76	
	$	**3,490.80**	

PROFIT SO FAR $ 4,197.90

ESTIMATED BUDGET FOR SEASON

JULY 1/2025 TO JUNE 30/2026

ESTIMATED INCOME

STAGE SHOWS

DOOR	5 X 3500.00		$ 17,500.00

FUNDRAISERS

PAINT NIGHT	SALES	2 OR 3	$ 1,000.00
DOORPRIZES	SALES	5 X 200.00	$ 1,000.00
MEMBERSHIPS	SOLD		$ 1,000.00
DONATIONS	FROM PUBLIC		$ 1,000.00
ADVERTISING	SOLD		$ 1,500.00
SSM GRANT	CITY		$ 20,000.00
WORKSHOPS	SERIES		$ 1,500.00
GARAGE SALE	OLD STUFF		$ 500.00
CANTEEN	HOSPITALITY		$ 2,000.00
RENTAL	OF HALL		$ 500.00
TOTAL ESTIMATED INCOME			**$ 47,500.00**

EXPENSES

UTILITIES			-$ 7,000.00
SNOW PLOW			-$ 3,500.00
INSURANCE			-$ 9,000.00
SCRIPTS/POSTERS		5 SHIWS	-$ 2,000.00
HONORARIA	DICECTORS/PROD	5 SHOWS	-$ 3,000.00
ROYALTIES		5 SHOWS	-$ 4,000.00
OFFICE	BOOKS/SUPPLIES/INT/WEB		-$ 1,500.00
JANITOR			-$ 600.00
DONATIONS	PREVIEW NIGHT	4 SHOWS	-$ 1,500.00
PRODUCTIONS		5 SHOWS	-$ 5,000.00
ADJUDICATORS			-$ 2,000.00
BANK CHRGS			-$ 600.00
ADVERTISING			-$ 2,000.00
REPAIRS & MAINT			-$ 1,500.00
TOTAL ESTIMATED EXPENSES			**-$ 43,200.00**

Profit and Loss

Sault Theatre Workshop

July 1, 2024-June 30, 2025

DISTRIBUTION ACCOUNT	TOTAL
Income	
4150 Net Sales	
4050 Sales - Advertising	0
4100 Sales - Box Office	1,845.00
4105 Sales - Donations	5,372.00
4110 Sales - Door	3,143.98
4120 Sales - Fundraising	11,964.00
4125 Sales - Membership	1,158.15
4140 Sales - Hospitality /Canteen	665.00
Total for 4150 Net Sales	2,154.00
4750 STW - Rental	**$26,302.13**
4755 Interest Earned Income	850.00
Total for Income	4.50
Cost of Goods Sold	**$27,156.63**
5025 Hospitality/Canteen	
5020 Cast Party	$338.46
Total for 5025 Hospitality/Canteen	653.78
5070 PRODUCTION COSTS	**$992.24**
5030 Costumes	$245.26
5035 Props Expense	649.44
5045 Set Materials	410.69
5050 Director's Honoraria	841.63
5060 Royalties for Plays	2,000.00
5065 Scripts	-3,000.06
Total for 5070 PRODUCTION COSTS	396.79
Total for Cost of Goods Sold	**$1,543.75**
Gross Profit	**$2,535.99**
Expenses	**$24,620.64**
5027 DOOR PRIZES	
5075 Donation/ Preview Expense	124.35
5100 Accounting & Legal	325.00
5105 Advertising/Promotional	701.83
5110 Programs/Printing etc	520.00
5125 Bank charges	1,438.88
5150 Insurance	343.62
5185 License, Fees & Dues	7,527.58
5200 Office Expense	129.51
5250 Proceeds Expense	1,354.05
5300 Repair & Maintenance Building	320.00
5350 Supplies Building	7,873.07
5375 Telephone/Internet	138.03
5550 Utilities	1,164.75
Total for Expenses	5,283.87
Other Income	**$27,244.54**
Other Expenses	
Profit	**-$2,623.90**

Sault Theatre Workshop

Trial Balance

As of June 30, 2025

	DEBIT	CREDIT
1100 BMO - 108 - Chequing	2,081.56	
1105 BMO - 124 - Bursary Acct	0.00	
1120 BMO - 673	0.00	
Uncategorized Asset	0.00	
1500 Buildings	101,315.38	
1550 Land	37,000.00	
2200 GST/HST Payable	964.94	
2215 GST/HST Suspense		0.00
3200 Retained Earnings		109,950.99
Opening Balance Equity		34,034.79
4050 Net Sales:Sales - Advertising		1,845.00
4100 Net Sales:Sales - Box Office		5,372.00
4105 Net Sales:Sales - Donations		3,143.98
4110 Net Sales:Sales - Door		11,964.00
4120 Net Sales:Sales - Fundraising		1,158.15
4125 Net Sales:Sales - Membership		665.00
4140 Net Sales:Sales - Hospitality /Canteen		2,154.00
4750 STW - Rental		850.00
4755 Interest Earned Income		4.50
5025 Hospitality/Canteen	338.46	
5020 Hospitality/Canteen:Cast Party	653.78	
5070 PRODUCTION COSTS	245.26	
5030 PRODUCTION COSTS:Costumes	649.44	
5035 PRODUCTION COSTS:Props Expense	410.69	
5045 PRODUCTION COSTS:Set Materials	841.63	
5050 PRODUCTION COSTS:Director's Honoraria	2,000.00	
5060 PRODUCTION COSTS:Royalties for Plays		3,000.06
5065 PRODUCTION COSTS:Scripts	396.79	
5027 DOOR PRIZES	124.35	
5075 Donation/ Preview Expense	325.00	
5100 Accounting & Legal	701.83	
5105 Advertising/Promotional	520.00	
5110 Programs/Printing etc	1,438.88	
5125 Bank charges	343.62	
5150 Insurance	7,527.58	
5185 License, Fees & Dues	129.51	
5200 Office Expense	1,354.05	
5250 Proceeds Expense	320.00	
5300 Repair & Maintenance Building	7,873.07	
5350 Supplies Building	138.03	
5375 Telephone/Internet	1,164.75	
5550 Utilities	5,283.87	
TOTAL	**$174,142.47**	**$174,142.47**

Balance Sheet Comparison

Sault Theatre Workshop

As of June 30, 2024

DISTRIBUTION ACCOUNT	TOTAL	
	AS OF JUNE 30, 2023 (PY)	AS OF JUNE 30, 2024
Assets		
Current Assets		
Cash and Cash Equivalent		
1100 BMO - 108 - Chequing	2,758.77	3,327.35
1105 BMO - 124 - Bursary Acct	6,166.80	1,404.30
1120 BMO - 673	1,355.71	144.46
Total for Cash and Cash Equivalent	**$10,281.28**	**$4,876.11**
Accounts Receivable (A/R)		
Uncategorized Asset		
Total for Current Assets	**$10,281.28**	**$4,876.11**
Non-current Assets		
Property, plant and equipment		
1500 Buildings	101,315.38	101,315.38
1550 Land	37,000.00	37,000.00
Total for Property, plant and equipment	**$138,315.38**	**$138,315.38**
Total for Non-current Assets	**$138,315.38**	**$138,315.38**
Total for Assets	**$148,596.66**	**$143,191.49**
Liabilities and Equity		
Liabilities		
Current Liabilities		
Accounts Payable (A/P)		
Credit Card		
2200 GST/HST Payable		
2215 GST/HST Suspense	-4,104.76	-794.29
Total for Current Liabilities	**-$4,104.76**	**-$794.29**
Non-current Liabilities		
Total for Liabilities	**-$4,104.76**	**-$794.29**
Equity		
3200 Retained Earnings	138,489.82	118,666.63
Profit for the year	-19,823.19	-8,715.64
Opening Balance Equity	34,034.79	34,034.79
Total for Equity	**$152,701.42**	**$143,985.78**
Total for Liabilities and Equity	**$148,596.66**	**$143,191.49**

PAINT NIGHT PROFIT & LOSS JAN 2025

NUMBER #2

	INCOME	
CANTEEN	$	160.00
SQUARE	$	390.00
DOOR	$	240.00
TOTAL INCOME	**$**	**790.00**

	EXPENSES	
CLEANING	$	25.00
POP/BAKING	$	63.98
BK CHRGS	$	12.53
INSTRUCTOR	$	320.00
TOTAL EXP	**$**	**421.51**

PROFIT	**$**	**368.49**

DIRECTORS, TRUSTEES, ETC JUNE 30, 2025

BOBBI GASPERELLI SAULT STE. MARIE, ON

DEC 2023

CHAIRPERSON MARCH 4, 2025 ARM'S LENGTH YES

CALVIN LANE SAULT STE. MARIE, ON

JULY 2024 DOB

VICE CHAIRPERSON APRIL 2, 2025 ARM'S LENGTH YES

MARENGER, SCARLETT SAULT STE. MARIE, OM

2023 12 20 DOB

TREASURER ARM'S LENGTH YES

SANDRA, HOUSTON STE. MARIE, ON

2023 12 02

BOX OFFICE ARM'S LENGTH YES

RON WILLIAM MCLEAN

2023 12 02 DOB

BUILDING MANAGER ARM'S LENGTH YES

VAL JOYCE WILSON

2023 12 02 ɔOB

COSTUMING SUPERVISOR ARM'S LENGTH YES

CLINTON JOHN MORTON

APRIL 2, 2025

SECRETARY ARM'S LENGTH YES

RETIRED FORMER MEMBERS

HARRY HOUSTON

ARTISTIC DIRECTOR RESIGNED JUNE 2, 2025

CHAIRPERSON

BIRD, RON

2023 12 02 **RESIGNED- SICK**

SECRETARY

Early intake submission deadline: **Last Friday in October** of each calendar year by 4:30pm EST

Late intake submission deadline: **Last Friday in March** of each calendar year by 4:30pm EST

Applications That are Incomplete or Missing Supporting Documentation Will Not be Accepted or Eligible for Review

In addition to this completed application, the following documents are to be formatted as described in the Application Process section of the **ACAP Guidelines** document and submitted as attachments:

- List of Board of Directors and Officers of the organization and their contact information
- Operating budget of the applicant organization for the current fiscal year
- Financial statements from last year, including balance sheet and income statement
- Links to related social media accounts or websites (if applicable)
- Documentation/support material of past projects that would demonstrate the Applicant's ability to successfully undertake and complete the project
- ACAP Project Plan Template
- ACAP Application Budget Template
- Quote documents for small capital/equipment purchases and/or print materials (if applicable)

Section 1: Organization Information

i. Organization Name:
Friends of Ermatinger Clergue National Historic Site

ii. Organization: Address: (Street, Postal Code, City)
c/o 99 Foster Drive, Sault Ste. Marie, ON P6A 5X6
c/o ECNHS

iii. Organization Contact Information: (Phone, Cell, Email)

Myril Lynn Brason-Lediett - Chairperson

iv. Organization Contact Person & Alternative Contact Person:

Name	Myril Lynn Brason-Lediett	Name	Christine Viens
Title	Chair person	Title	Treasurer
Phone		Phone	
Email		Email	

v. Please briefly describe the Organization's mandate, goals, and objective (maximum 250 words):

The Friends of the Ermatinger Clergue National Historic Site are a member-based non-profit, charitable organization - incorporated in 2010.
The purpose of the Friends of ECNHS is to preserve our local history for the benefit of the community by protecting, preserving and supporting the services of the Ermatinger Site; and promoting visitor involvement through hosting events and programs that bring history to life.
For over 15 years, the Friends have hosted the Fall Rendezvous festival as a 4 day, free event, showcasing local artists, artisans, and heritage performers who connect with people, sharing knowledge and creating historical experiences through celebration.

vi. Please indicate the organization's discipline of focus:
Visual arts, performing arts, media arts, literary arts, multi & interdisciplinary arts, heritage arts, public art, other, and description (maximum 50 words):

The Friends engage artists who present & offer hands on experiences in the following disciplines:1) Heritage Arts - intangible (dance, music, song, story), presented on the cultural landscapes and buildings - (immovable heritage and Historic Sites) (2) Performing Arts - theatre, dance, music relating to historical relevance (3) Visual Arts - fine art and craft relating to historical relevance, including Indigenous and Francophone cultures.

Section 2: Type of Grant & Funding Amount Requested

Applicants may choose one grant stream that best supports their project needs and objectives. **Please refer to the ACAP Guidelines.**

Please select only one:

Small Project Grant ☐

Large Project Grant ☐

Operating Grant ☐

Seed Funding ☐

Community Events Grant ☐

Major Cultural Celebrations Grant ☑

Cultural Diversity Grant ☐

ACAP Request Amount ($) $9100

Section 3: Description of Activities, Projects and Events

Please download, complete and include the completed ACAP Application Project Plan Template for the proposed activity, project and/or event as an attachment.

i. Project Name or Working Title:

Fall Rendezvous 2026

ii. Activity/Project and/or Event **Start Date:**

Festival event dates: September 23 to 26, 2026
discussion to move dates 24th to 27th - to be 2 days over the weekend.

iii. Activity/Project and/or Event **End Date:**

Project start: June 1, 2026 Project end: November 1, 2026

iv. Activity/Project and/or Event Location:

(Physical address or for virtual projects/programming/events please include links to websites, social media etc. where programming will take place/be present, maximum 50 words):

800 Bay St.
Sault Ste. Marie, ON
P6A 3G4

v. Please describe the activity, project, or event and any relevant goals or objectives (maximum 750 words):

The Fall Rendezvous is a 4-day festival being held from September 23 to 26, 2026, with no admission fee (donations are accepted). The festival relates to significant historical milestones and the people involved, while connecting people, sharing knowledge and creating experiences through celebration.
30 to 40 heritage performers, artists, and artisans (including Indigenous storytellers and artisans), will gather to engage visitors (local & tourists) in face to face activities, demonstrations, and performances, depicting the historical people, places, and life of early 1800's Sault Ste. Marie.
2025 plans included an enhancement to the programming - which was the addition of a Scottish Highland flair (as the history of the fur trade included Scottish partners with C.Ermatinger). Pipe bands and highland dancers were all part of the program content, and included another 45 heritage arts performers. Visitation on the Highland Day saw approximately 2500 visitors in the single day.
2026: Building off of the success of the highlander day, we would like to extend the festival over Saturday & Sunday, in that an Indigenous Program day, and a Highlander Day are both provided for visitors. It is this additional programming along with relevant auxiliary costs that have us applying for the major cultural celebration funding of ACAP, again this year, as we would like to continue this new program content and expand on it further (an ENHANCEMENT).
The goal of the festival is to bring history to life, and to provide a small honourarium to each presenter, which although does not create official cultural jobs, it does compensate the artists for time and supplies. Program enhancements require additional costs of security, stage and sound for an extra day, possible EMS on site, and portable washrooms, enhanced marketing, and added honourariums.

vi. How does this activity, project, or event support the current Community Culture Plan? Please select all community programs and impact priorities that the project supports.

☑ Complement and support existing City initiatives, plans and projects and contribute effectively to the development of arts, culture and heritage in Sault Ste. Marie

☑ Contribute to the economic and social diversity of SSM through the development of arts, culture and heritage products and tourism

☑ Promote effective, meaningful and equitable community engagement and consultation processes

☑ Provide mentorship and participatory opportunities for youth, diversity and historically underrepresented groups in the community

☑ Increase organizational capacity and sustainability of local art organizations, collectives and artists (including Applicants)

☑ Provide professional development opportunities for emerging and professional arts, culture and heritage practitioners (including Applicants)

☑ Fosters community connections, partnerships and networks

☑ Provides opportunities for volunteerism

☑ Significantly contributes to the quality of life and sense of identity in Sault Ste. Marie

Please explain these selections (750 words maximum):

The plans for the 2026 Fall Rendezvous, are to further expand and enhance the programming with the Scottish Highland flair and more Indigenous artisans and storytellers. The programming for this represents the Historic contribution of the Scottish Fur Traders as well as brings to Sault Ste. Marie, a Highland festival that will support Sault Ste. Marie in the Cultural Plan, Cultural Tourism Plan, and provide local visitors and tourists with a combination of Performing Arts, Heritage Arts. The festival is a celebration of artisans, story tellers, heritage presenters, and performing arts that provides "edutainment" for those engaged and attending the event. In the past, Fall Rendezvous, has provided economic and social diversity to Sault Ste. Marie, which this Major Cultural Celebration will continue to support.

The Rendezvous Re-enactors, in combination with the enhanced program: Indigenous & Scottish days, will bring together 100 people who bring this festival to the next level of engagement for all attending - a huge culture and heritage product. Fall Rendezvous is also one of Sault Ste. Marie's major festivals for ONTARIO CULTURE DAYS and the SSM HUB. Our festival requires many moving parts and partners in the development of the programming for Fall Rendezvous. Round-table discussions with the partners, allow for meaningful and effective presentations that showcase the talents of the many arts & culture groups / or / individuals engaged in the process and presentation. The event is a

vii. What are the benefits to audiences, participants, and/or the community of Sault Ste. Marie that are intended upon successful completion and implementation of this activity, project or event? (500 words maximum):

The Benefits of Fall Rendezvous are:
- to include a further enhanced program in 2026
- provide an effective, meaningful community engagement event, that brings history to life in a fun, immersive way
- to showcase local artists, artisans, heritage and culinary presenters
- to provide a free festival for all
- to provide opportunities for volunteerism, partnerships and networks

viii. If ACAP funding for this activity, project or event is approved, please describe what the applicant considers to be successful implementation. How will the applicant measure success (250 words maximum):

Measurements of Success:

We ensure that we are very detailed in our ability to measure success & track results from year to year, through these tasks:
- continuous tally of visitors throughout the festival
- details & numbers of engaged presenters showcasing their talents (artists, artisans, and heritage presenters)
- visitor survey results: how they heard about the event, are they visiting from out of town, why they decided to attend, their favourite program component / presentation, demographics of the visitor.
- details & numbers of volunteers
- details of marketing and promotion results - impressions, interactions, etc.

Section 4: Marketing

i. What audiences do the Activity, Project and/or Event look to reach? Select all that apply:

- [x] Local (within the Municipality)
- [x] Regional (within Algoma)
- [x] Tourism (those who will travel to take part or view)
- [x] Other (Please describe)

Other please describe (250 words maximum):

Students - even though the festival is geared to any visitor, we also invite and focus on curriculum content for the local grade 7 students to visit and participate. Approximately 1500 students and teachers attend annually.

Marketing partners are: TSSM, and Algoma Country (see 2025 report attached).

ii. Please describe any specific audiences that are intended to be reached with the activity, project, or event (150 words maximum):

Tourism Digital media buys have specific target audiences. These will be part of the targeted media buys for the festival, and will be through TSSM and AKTA.

As mentioned in all the other sections of this application. New settlement people, schools, college & university students, and all local residents, will be incorporated in the audiences we hope to reach.

iii. How will the activity, project, or event be promoted? Please describe and include any links to social media accounts or relevant websites or organizations (maximum 250 words):

Our Promotion, Marketing and Advertising targets both local and tourist audiences. Targeted media buys will be contracted with TSSM and AKTA (Algoma Country). Local promotion will include: public service announcements, free postings with print and digital media's, posters, social media blasts, and engaging the many partners involved to aid in the messaging of promotion.
Generic marketing and marketing showcasing the talents of the artists, artisans, and heritage presenters are all part of the plan.

Friends of social media, ECNHS social media & website, City of SSM social media & website, Arts & Culture social media & website & calendar
Partners social media, Targeted media buys
SooToday
Sault This Week
Sault Star
Radio and TV media spotlights
CBC local newsletter and showcase (with Alex Flood)

iv. What age does the activity, project, or event look to reach? (Select all that apply)

- [x] 0-18
- [x] 19-34
- [x] 35-59
- [x] 60-75
- [x] 76+

v. What is the estimated attendance or viewership of the activity, project and/or event?

- [ ] 1-50
- [ ] 51-100
- [ ] 101-250
- [ ] 251-500
- [ ] 501-1,000
- [ ] 1,001-2,500
- [x] 2,501+

vi. What is the estimated expected number of participants directly involved in the implementation/execution of the activity, project or event (including staff, volunteers, artists, etc.)?

☐ 1-10 ☐ 26-50

☐ 11-25 ☑ 50+

Please provide a brief description of participant composition (maximum 150 words):

10 Friends Executive - Organizational team
36 Heritage Performers, Artists, Artisans - including Francophone
18 to 40 - Volunteers - specific auxiliary duties: traffic, information, visitor survey
45 Scottish highlanders - pipe bands & dancers
24 Indigenous artisans and storytellers
5 local restaurants / food vendors

Participant composition for this event is two fold:

Section 5: Existing In-kind & Previous Funding

Applicants who are requesting **any** other type of financial or in-kind assistance from the City (all departments) as part of their activity, project and/or event must ensure that it is included in the ACAP Application Budget Template.

i. Has the applicant organization or collective received ACAP funding or any other City of Sault Ste. Marie municipal cultural financial assistance in the past?

Yes ☑ No ☐

Section 6: Project Budget

i. Please download, complete, and attach a copy of the ACAP Application Budget Template.

Please show how ACAP funding will be used if the Applicant's request is approved. Please include all cost categories, both eligible and ineligible, for each of the components/items of the activity, project and/or event, all expected funding sources and type of funding (grant, in- kind, cash, etc.).

Section 7: Authorization

As an authorized representative of FRIENDS OF ECNHS (Organization/Collective Name), I, Myril Lynn Brason-Lediett (Name of Organization/Collective Contact) attest that all information contained in this application, agree to fulfill the responsibilities for all activity, project and/or event deliverables contained therein and/or agreed to by the Cultural Vitality Committee and the City of Sault Ste. Marie. This application will act as a contract between the City of Sault Ste. Marie and the Applicant should the application be successful.

_____Signature _____Date

Completed applications and supporting documentation may be submitted by email to:

a.moore@cityssm.on.ca
Subject Line: Cultural Financial Assistance Application – Attention: Arts and Culture Lead

Completed applications may be submitted by mail or in person to:

Community Development and Enterprise Services
Attention: Arts and Culture Lead
99 Foster Drive
Civic Centre
Sault Ste. Marie, ON
P6A 5X6

Cost Category (Types of Expenses for Project) - Add/delete rows as needed	Eligible Project Costs (Refer to ACAP Guidelines for Details)	Ineligible Project Costs (Refer to ACAP Guidelines for Details)	Funding Source (ACAP, Cash, Other Gov. Funders, Sponsors, etc.)	Funding Type (Grant, Cash, In-kind, etc.)	Quotes/Estimates (Links where applicable)
Operational Costs					
Insurance	1500		375	25% ACAP	75% BCAH
Accounting & Audit	2400		600	25% ACAP	Friends
Printing costs	500		125	25% ACAP	Friends
AGM expenses	200				Friends
SUB - TOTAL			1100		
Materials & Supplies Costs					
Marketing	5000		2000	ACAP	75% EXP. ON
				Exp. ON	
Equipment Costs					
sound & stage rental	1800			Ex.ON	
				BCAH	
Artist Fees					
Honourariums to	34000		5000	ACAP	Indigenous &
Artists, Artisans, Performers				(expansion)	Scottish
					Honourariums
				EX. ON	
				BCAH	
Other Costs					
Security	2700		1000	ACAP	based on 2025
Accommodations >50km	4000				based on 2025
Total Costs	$ 52,100.00	$ 0.00	$9100	ACAP	
Total Project Costs:	$ 52,100.00				

Notes					
1) For Small Projects ($2,999 or less) Eligible Project Costs can = 100% of Total Project Costs	2) For Large Projects ($3,000-$20,000) Eligible Project Costs must = 75% or less of Total Project Costs	3) For Operational and Seed Projects Eligible Project Costs must = no more than 25% of Total Operating Budget of the Organization/Start up	4) For Small Festivals/Events ($5,000 or less) Eligible Project Costs must = 75% or less of Total Project Costs	5) For Large Festivals/Events ($5,000-$10,000) Eligible Project Costs must = 75% or less of Total Project Costs	6) Cultural Diversity Projects are reviewed on a case by case basis with no Total Project Cost % Restrictions

Application Project Plan Template

Name of Applicant: Friends of Ermatinger

Intake/Date: c/o 99 Foster Drive, Sault

Page of M

Activity	Start Date of Activity (M/Y)	End Date of Activity (M/Y)	Description/ Notes
Festival funding proposals	December 2025	April 2026	Grant applications to Exerience Ontario, Building Communities Through Arts and Culture (Can. Heriatge), NOHFC Community Events fund, ACAP, Sponsors
Heritage Performers and Artists tentative bookings	March 2026	May 2026	Contact the performers, presenters, groups - SAVE the DATE
Festival Details, Security, Equipment rentals	April 2026	June 2026	Draft of program and final dates and times decided
Communication, marketing plan, marketing materials	April 2026	September 2026	Tourism partners, Social media plan, purchase advertising
Recruit and train volunteers	August 2026	September 2026	Assignments, credentials, training and orientation
Final Site plans schedules details	September 2026	September 2026	
School board correspondence, scheduling, busing	August 2026	September 2026	
Confirmation on Heritage Performers	August 2026	September 2026	Program details to presenters and final confirmations for program schedule
Food, hotel, marketing finals	August 2026	September 2026	Signage, media releases

Application Project Plan Template

Name of Applicant: Myril Lynn Brason-Lediett

Intake/Date: Chair person

Page C **of**

Activity	Start Date of Activity (M/Y)	End Date of Activity (M/Y)	Description/ Notes
Festival implementation	September 2026	September 2026	4 day festival Ontario Culture Days
Wrap up, Evaluation, Final reporting	September 2026	November 2026	Grant reports, financial, visitor surveys review, visitor stats.



March 3, 2026

SSM Arts & Culture Assistance Program
Corporation of the City of Sault Ste. Marie

Please find enclosed the application package from the Friends of Ermatinger Clergue National Historic Site, for the Arts & Culture Assistance Program 2026 – March intake.

The Friends of ECNHS has been a member based non-profit and charitable organization since 2010.

The Friends of ECNHS are applying for a Major Cultural Celebration grant (75%), and Operational grant (25%) for a total of $9100.

The funding application will allow the Friends to host an expansion of Fall Rendezvous 2026 to include an Indigenous Program Day, and a Scottish Highlander Program Day, with pipe bands, dancers, and folklore storytellers. It will also allow us to use enhanced marketing strategies, equipment rentals and other costs that in total should elevate the festival in its category of a major cultural celebration.

Should you require further information regarding the application please do not hesitate to reach out to me.

Respectfully Submitted

Myril Lynn Brason-Lediett

Myril Lynn Brason-Lediett
Chair of the
Friends of ECNHS

[redacted]

c/o 99 Foster Dr., Sault Ste. Marie, ON P6A 5X6

FRIENDS OF THE
ERMATINGER CLERGUE
NATIONAL HISTORIC SITE

SUPPORTING DOCUMENTS:

- Enhancement programming components
- Festival budget
- Project Plan

ARTS & CULTURE ASSISTANCE PROGRAM

2026 – MARCH INTAKE

FALL RENDEZVOUS 2026

NEW DATES PROPOSAL: Move to Thursday to Sunday, or just add Sunday (5 day festival)

PROGRAM ENHANCEMENTS:

SATURDAY	SUNDAY
Indigenous Chef	Scottish Highlander Day
Indigenous Pow Wow	Pipe bands
Indigenous Artisans and Craft vendors	Highland Dancers
Indigenous foods	Tartan Talk
Indigenous sunrise service	Fiddle music, and learn to do Scottish country dancing
	Scottish Shortbreads – bake off
	Celtic College

Added costs associated:

- ADDED: Advertising & Marketing to draw visitors
- ADDED: Extra day of security
- ADDED: stage & sound rental
- ADDED: honouraríums and costs associated with getting talent and presenters
- ADDED: Host hotel & packaging
- EMS services on site
- Portable washrooms on site

2 Education days prior to these: also open to the public, tourists, group tours / bus tours.

Cost Category (Types of Expenses for Project) - Add/delete rows as needed	Eligible Project Costs (Refer to ACAP Guidelines for Details)	Ineligible Project Costs (Refer to ACAP Guidelines for Details)	Funding Source (ACAP, Cash, Other Gov. Funders, Sponsors, etc.)	Funding Type (Grant, Cash, In-kind, etc.)	Quotes/Estimates (Links where applicable)
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SUB - TOTAL			1100		
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sound & stage rental	1800			Ex.ON	
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Honourariums to	34000		5000	ACAP	Indigenous &
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				BCAH	
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Accommodations >50km	4000				based on 2025
Total Costs	$ 52.100.00	$ 0.00	$9100	ACAP	
Total Project Costs:	$ 52,100.00				

Application Project Plan Template

Name of Applicant:

Intake/Date:

Page of

Activity	Start Date of Activity (M/Y)	End Date of Activity (M/Y)	Description/ Notes
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Application Project Plan Template

Name of Applicant:

Intake/Date:

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Activity	Start Date of Activity (M/Y)	End Date of Activity (M/Y)	Description/ Notes
Festival implementation	September 2026	September 2026	4 day festival Ontario Culture Days
Wrap up, Evaluation, Final reporting	September 2026	November 2026	Grant reports, financial, visitor surveys review, visitor stats.

FRIENDS OF THE
ERMATINGER CLERGUE
NATIONAL HISTORIC SITE

SUPPORTING DOCUMENTS:

- Executive Directors 2025 – 2026
- 2025 unaudited income statement
- 2025 Festival poster
- 2025 marketing report (AKTA)

ARTS & CULTURE ASSISTANCE PROGRAM

2026 – MARCH INTAKE

FRIENDS OF THE
ERMATINGER CLERGUE
NATIONAL HISTORIC SITE

FRIENDS OF ERMATINGER CLERGUE

EXECUTIVE DIRECTORS

Of the General Membership 2025 - 2026

POSITION	NAME
Chairperson	Myril Lynn Brason-Lediett
Past Chair	Nicole Curry
Secretary	Jean Marie Wissell
Treasurer	Christine Viens
Director	Patricia Lambert
Director	Margaret Carruthers
Director	Ann Corris

[redacted]

FRIENDS of ECNHS
INCOME STATEMENT 2025
UN-AUDITED

Opening Bank Balance					$11,707.30
REVENUES					
	Membership			$935.00	
	Grants / Gov't funding				
		Municipal	$6,000.00		
		Provincial	$17,293.00		
		Federal	$9,000.00		
				$32,293.00	
	Sponsorship			$3,250.00	
	Merchandise sales			$2,242.16	
	Donations			$532.29	
	HST rebate			$2,444.04	
					$53,403.79
EXPENSES					
	OHS membership - incorporation			-$65.00	
	Insurance			-$1,340.28	
	Exhibit Sponsorship			-$2,000.00	
	Performers Honourariums			-$21,379.70	
	Hotels >50km			-$3,999.45	
	Sound & stage			-$1,686.53	
	Marketing			-$4,407.18	
	Security			-$2,621.60	
	Volunteers - t-shirts etc.			-$2,001.29	
				-$39,501.03	
	Bank Stop pay fee			-$12.50	
				-$39,513.53	
					$13,890.26
Bank Balance end of year 2025					$13,890.26

Approved by the executive of FRIENDS
February 23, 2026
Moved by: C. Viens
Seconded by: P. Lambert
Carried



Friends of the
Ermatinger • Clergue
National Historic Site

FALL RENDEZVOUS & Highland Fest

A four-day festival of history, culture, and heritage presented by the FRIENDS of ECNHS

SEPTEMBER 24 - 27 | 10 AM - 4 PM

FROM WEDNESDAY TO SATURDAY WITH ADMISSION BY DONATION

Events to see:
- **Sept. 24 & 25** - Educational Days
- **Ontario Culture Days**

Sept. 26: Thinking Rock Community Arts
- "Sip & Savour Scottish Soiree" Ticketed Event at 6 pm

Sept. 27: Highlander Day at 12 noon:
- Pipes & Drums, Dancers,
- Childrens' Highland Games
- Commemoration & Unveiling Day

Highlander Day Special Guests:
- 49th SSM Field Regiment Pipes & Drums
- 155 Air Cadets & Army Cadets Pipes & Drums
- Gael Force Pipe Band
- MacLeod Highland Dancers

Must see Re-enactors:
- Mini Militia
- The Surgeon
- Cannon Firing
- The Voyageurs
- The Cooper
- Coureur du Bois
- Women of the Era



For any inquiry, call or visit us: 705-759-5443 800 Bay St., Sault Ste. Marie, ON

Supported by: Sault Ste. Marie | On Culture Days | Ontario | Funded by the Government of Canada | Canada

Sponsored by: PUC Services | United Steelworkers USW Local 2724 | Avery | Soo Mill & Buildall | Subway

Algoma That real. Social Media Performance Report

PARTNER: Ermatinger Clergue NHS **TIMEFRAME:** Aug 15, 2025 to Sep 21, 2025

TARGETED AUDIENCE:

Canada: Barrie (+33 mi), Chapleau (+50 mi), Elliot Lake (+31 mi), Kitchener (+50 mi), London (+50 mi), Marathon (+25 mi), Nipigon (+25 mi), North Bay (+50 mi), Owen Sound (+50 mi), Sarnia (+25 mi), Sault Sainte Marie (+25 mi), Schreiber (+25 mi), Sudbury (+50 mi), Thunder Bay (+50 mi), Toronto (+50 mi), Wawa (+50 mi), Windsor (+25 mi) Ontario, United States: Alpena (+50 mi), Grand Rapids (+40 mi), Saginaw (+50 mi), Sault Ste. Marie (+43 mi), Traverse City (+50 mi) Michigan

FACEBOOK CAMPAIGN RESULTS

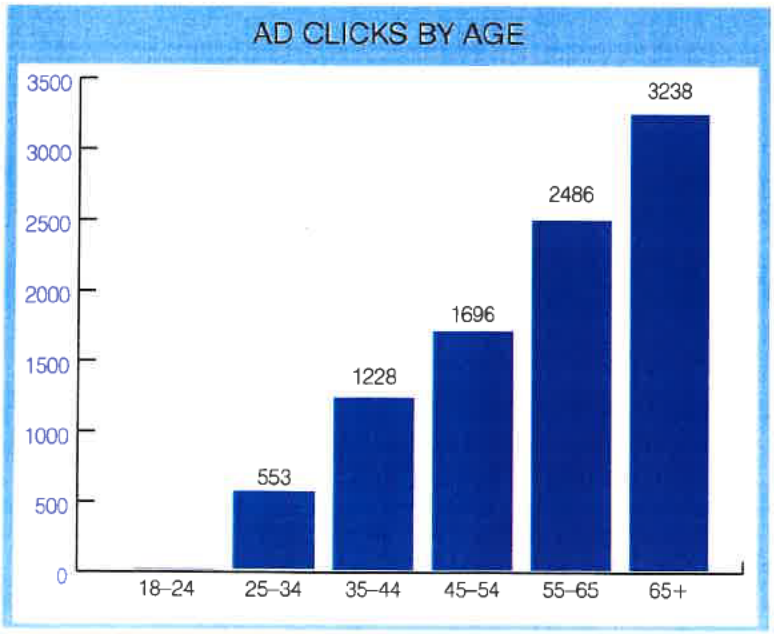
TOTAL LINK CLICKS	IMPRESSIONS	TOTAL REACH	AVG CPC (Cost per result)	AMOUNT SPENT
9,512	288,042	143,159	$0.11	$1,000.00

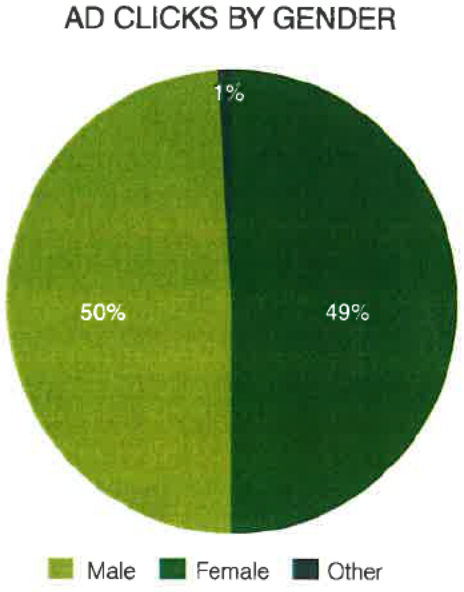
DISPLAY CAMPAIGNS

Ad Set Name	Link Clicks	Reach	CPC(Link)	Video Plays	Amount Spent
Ermatinger Clergue - Display Ads	5,750	77,294	$0.09	N/A	$500.00

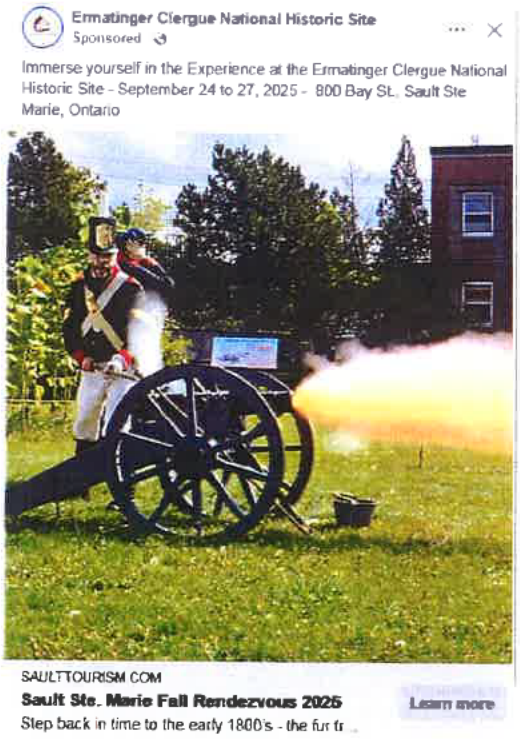
VIDEO CAMPAIGN

Ad Set Name	Link Clicks	Reach	CPC(Link)	Video Plays	Amount Spent
Ermatinger Clergue - Video Ads	3,762	65,865	$0.13	22,862	$500.00





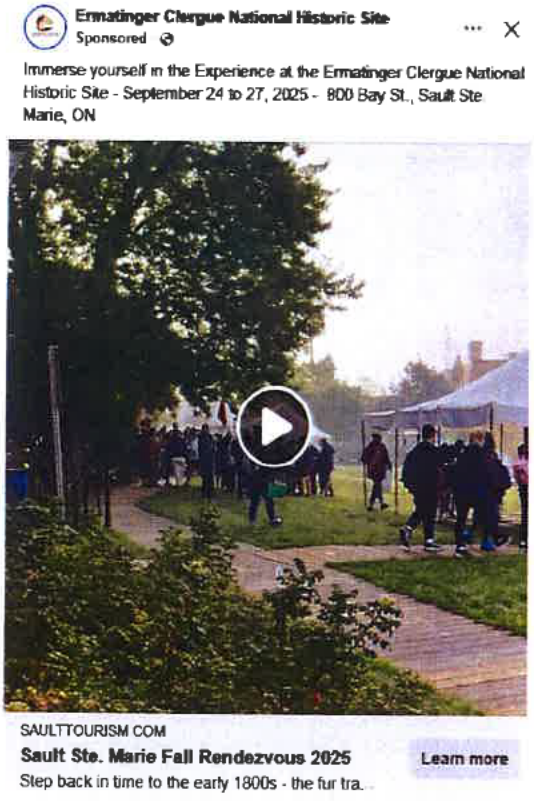
FACEBOOK AD SAMPLES



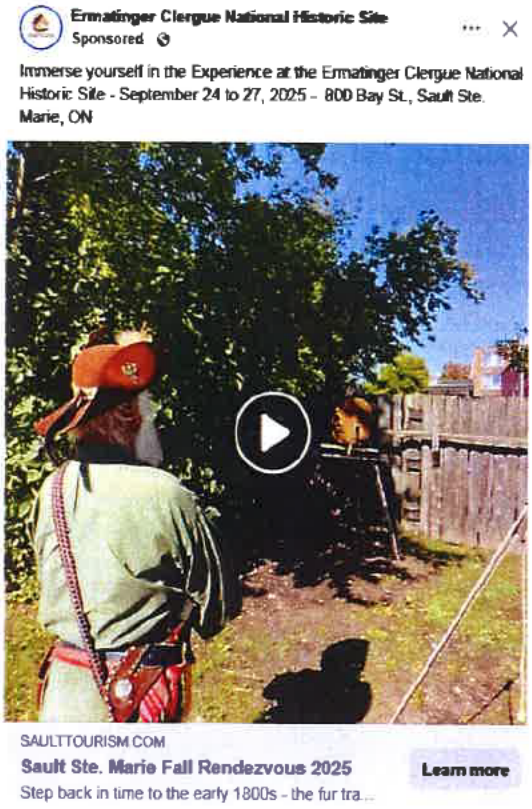
Facebook Display Ad



Facebook Display Ad



Facebook Video Ad



Facebook Video Ad

Early intake submission deadline: **Last Friday in October** of each calendar year by 4:30pm EST

Late intake submission deadline: **Last Friday in March** of each calendar year by 4:30pm EST

Applications That are Incomplete or Missing Supporting Documentation Will Not be Accepted or Eligible for Review

In addition to this completed application, the following documents are to be formatted as described in the Application Process section of the **ACAP Guidelines** document and submitted as attachments:

- List of Board of Directors and Officers of the organization and their contact information
- Operating budget of the applicant organization for the current fiscal year
- Financial statements from last year, including balance sheet and income statement
- Links to related social media accounts or websites (if applicable)
- Documentation/support material of past projects that would demonstrate the Applicant's ability to successfully undertake and complete the project
- ACAP Project Plan Template
- ACAP Application Budget Template
- Quote documents for small capital/equipment purchases and/or print materials (if applicable)

Section 1: Organization Information

i. Organization Name:
Sault Malayalee Association

ii. Organization: Address: (Street, Postal Code, City)
186 Parkland Crescent, Sault Ste. Marie, ON , P6A 6M3

iii. Organization Contact Information: (Phone, Cell, Email)

Phone : +1 249 525 5184
Email : saultmalayalee@gmail.com, info@saultmalayaleeassociation.ca

iv. Organization Contact Person & Alternative Contact Person:

Name	Jinse Sunny	Name	Spixcy Augustine
Title	General Secretary	Title	Vice President
Phone	249 525 5184	Phone	705 975 0939
Email	jinse@saultmalayaleeassoc	Email	spixcy9@gmail.com

v. Please briefly describe the Organization's mandate, goals, and objective (maximum 250 words):

The Sault Malayalee Association (SMA) serves as a vital cultural and community support organization for individuals and families in Sault Ste. Marie, particularly those who are new to the region and away from their homeland.

Our mandate is to preserve and promote Kerala's rich cultural heritage while fostering a strong sense of belonging, inclusion, and community connection. SMA provides a platform for cultural expression, networking, and community engagement, supporting newcomers in their integration while maintaining meaningful cultural ties.

Through cultural programs, youth engagement initiatives, family-oriented activities, and language and heritage education, we help younger generations stay connected to their roots while fostering pride in their cultural identity.

Our objectives include celebrating traditional festivals such as Onam and Vishu, promoting volunteerism, and supporting charitable initiatives both locally and beyond. We are also committed to encouraging and showcasing local artistic talent by providing opportunities for performers and cultural practitioners to present their work through community events.

In 2025, SMA successfully delivered two ACAP - funded cultural projects, demonstrating strong organizational capacity and responsible project and budget management.

Above all, SMA strives to build an inclusive, welcoming, and culturally vibrant community where individuals feel supported, connected, and empowered. Through collaboration and engagement, we continue to strengthen the cultural fabric of

vi. Please indicate the organization's discipline of focus:
Visual arts, performing arts, media arts, literary arts, multi & interdisciplinary arts, heritage arts, public art, other, and description (maximum 50 words):

SMA focuses on performing arts, heritage arts, and community-based cultural programming, including traditional dance, music, storytelling, and culinary experiences. Our initiatives integrate artistic expression with cultural education and community engagement, promoting South Indian heritage and fostering inclusive, cross-cultural participation.

Section 2: Type of Grant & Funding Amount Requested

Applicants may choose one grant stream that best supports their project needs and objectives. **Please refer to the ACAP Guidelines.**

Please select only one:

Small Project Grant ☐

Large Project Grant ☐

Operating Grant ☐

Seed Funding ☐

Community Events Grant ☐

Major Cultural Celebrations Grant ☑

Cultural Diversity Grant ☐

ACAP Request Amount ($) 10000

Section 3: Description of Activities, Projects and Events

Please download, complete and include the completed ACAP Application Project Plan Template for the proposed activity, project and/or event as an attachment.

i. Project Name or Working Title:

SMA South Indian Cultural Festival & Onam Celebration 2026

ii. Activity/Project and/or Event **Start Date:**

August 15, 2026

iii. Activity/Project and/or Event **End Date:**

August 22, 2026

iv. Activity/Project and/or Event Location:

(Physical address or for virtual projects/programming/events please include links to websites, social media etc. where programming will take place/be present, maximum 50 words):

Aaravam (Onam Celebration) will be held at the Marconi Multicultural Event Centre, Sault Ste. Marie(Venue confirmation email from Marconi will be submitted along with the application. We have been conducting Aaravam at Marconi since SMA formation in 2022). The South Indian Cultural Fest will be hosted at a community venue within Sault Ste. Marie (most probably at Downtown Plaza- to be confirmed). Event updates and promotion will be shared via SMA's social media

v. Please describe the activity, project, or event and any relevant goals or objectives (maximum 750 words):

The Sault Malayalee Association (SMA) proposes to deliver a multi-component cultural initiative titled "SMA South Indian Cultural Festival & Onam Celebration 2026", consisting of two interconnected events scheduled in August 2026. This initiative builds on the success of SMA's previous ACAP-supported programming in 2025 and aims to expand access to diverse cultural experiences while strengthening community engagement in Sault Ste. Marie.

The first component, the South Indian Cultural Fest (August 15, 2026), is a curated performing arts program designed to showcase the richness and diversity of Kerala's traditional and contemporary art forms. This two-hour program will feature classical and folk performances such as Thiruvathira, Bharatanatyam, Kathak, Margamkali, semi-classical dance, and live singing performances. A distinctive aspect of this event is its narrative anchoring format, where each performance is introduced with contextual storytelling to educate audiences about the historical, cultural, and artistic significance of each art form. This approach enhances audience understanding and appreciation, particularly for those unfamiliar with South Indian cultural traditions.

In addition to performance programming, the event will include curated cultural engagement elements to enhance participation and inclusivity. South Indian food vendors will provide authentic culinary experiences, allowing attendees to explore traditional cuisine as an integral aspect of cultural expression. To ensure accessibility for all age groups, family-friendly features such as a children's face painting station and play zone will be included. These interactive components are designed to encourage intergenerational participation and create an inclusive, welcoming environment that supports community connection.

The second component, named "Aaravam" – Onam Celebration (August 22, 2026), is SMA's flagship annual cultural festival, successfully organized in 2023, 2024, and 2025. Onam is one of Kerala's most significant cultural festivals, symbolizing unity, gratitude, and community spirit. Aaravam is a full-day celebration featuring a traditional Onam feast (Onasadya), cultural performances

vi. How does this activity, project, or event support the current Community Culture Plan? Please select all community programs and impact priorities that the project supports.

- [x] Complement and support existing City initiatives, plans and projects and contribute effectively to the development of arts, culture and heritage in Sault Ste. Marie
- [x] Contribute to the economic and social diversity of SSM through the development of arts, culture and heritage products and tourism
- [x] Promote effective, meaningful and equitable community engagement and consultation processes
- [x] Provide mentorship and participatory opportunities for youth, diversity and historically underrepresented groups in the community
- [x] Increase organizational capacity and sustainability of local art organizations, collectives and artists (including Applicants)
- [x] Provide professional development opportunities for emerging and professional arts, culture and heritage practitioners (including Applicants)
- [x] Fosters community connections, partnerships and networks
- [x] Provides opportunities for volunteerism
- [x] Significantly contributes to the quality of life and sense of identity in Sault Ste. Marie

Please explain these selections (750 words maximum):

The SMA South Indian Cultural Festival & Onam Celebration 2026 strongly aligns with the City of Sault Ste. Marie's Community Cultural Plan by supporting multiple cultural, social, and economic priorities.

The project complements existing City initiatives by contributing to the development of arts, culture, and heritage through inclusive and accessible programming. By presenting traditional South Indian performing arts, music, and cultural practices in a public setting, the initiative enhances the cultural landscape of the city and provides residents with opportunities to experience diverse artistic expressions.

The initiative contributes to the economic and social diversity of Sault Ste. Marie by showcasing cultural programming that attracts both local and regional audiences. The inclusion of cultural food vendors and community participation elements supports small businesses and promotes cultural tourism, while also enriching the social fabric of the community.

Community engagement is a core focus of this project. The events are designed to be inclusive, welcoming, and accessible, encouraging participation from individuals and families

vii. What are the benefits to audiences, participants, and/or the community of Sault Ste. Marie that are intended upon successful completion and implementation of this activity, project or event? (500 words maximum):

The SMA South Indian Cultural Festival & Onam Celebration 2026 will provide meaningful cultural, social, and community benefits to residents of Sault Ste. Marie.

The project enhances cultural awareness and appreciation by introducing audiences to South Indian traditions through performances, storytelling, and interactive experiences. This educational approach helps bridge cultural gaps and promotes understanding among diverse communities.

For participants and artists, the initiative provides a valuable platform to showcase their talents, develop skills, and gain exposure. Emerging performers benefit from opportunities to perform in a structured and supportive environment, while experienced artists contribute to cultural preservation and mentorship.

The events are designed to be inclusive and family-friendly, ensuring accessibility for all age groups. Interactive components such as traditional games, children's activities, and cultural food experiences encourage participation from families, youth, and newcomers, creating a welcoming environment for all.

The project also strengthens community connections by bringing together

viii. If ACAP funding for this activity, project or event is approved, please describe what the applicant considers to be successful implementation. How will the applicant measure success (250 words maximum):

The success of the SMA South Indian Cultural Festival & Onam Celebration 2026 will be evaluated through a combination of quantitative and qualitative measures.

Key performance indicators will include total attendance across both events, number of participants (artists, volunteers, and organizers), and audience diversity. For the Aaravam – Onam Celebration, ticket-based registration will provide accurate data on attendance, participation trends, and community reach. For the Cultural Fest, attendance will be estimated through on-site tracking and engagement levels.

Engagement will be assessed through participation in performances, cultural activities, food experiences, and family-friendly components such as the children's play zone and interactive stations.

Feedback will be collected through audience surveys, social media engagement, and direct participant input to evaluate satisfaction, cultural awareness, and overall experience. High satisfaction rates, repeat attendance, and increased community

Section 4: Marketing

i. What audiences do the Activity, Project and/or Event look to reach? Select all that apply:

- [x] Local (within the Municipality)
- [x] Regional (within Algoma)
- [x] Tourism (those who will travel to take part or view)
- [x] Other (Please describe)

Other please describe (250 words maximum):

In addition to local and regional audiences, the event will reach broader audiences beyond the Algoma region through the Sault Malayalee Association's active social media presence on platforms such as Facebook and Instagram. Event promotions, highlights, and post-event coverage will extend visibility of Sault Ste. Marie to wider national and international audiences, particularly within the South Asian diaspora. This digital outreach not only promotes the event but also enhances the cultural profile of the city, positioning Sault Ste. Marie as an inclusive and vibrant destination for multicultural arts and community celebrations.

ii. Please describe any specific audiences that are intended to be reached with the activity, project, or event (150 words maximum):

The project is designed to reach a diverse audience, including local residents, families, youth, newcomers, and culturally diverse communities within Sault Ste. Marie and the Algoma region. Special focus is placed on engaging underrepresented groups and individuals who may have limited access to cultural programming. The events also aim to attract regional visitors interested in cultural experiences, as well as community members seeking family-friendly and inclusive activities.

iii. How will the activity, project, or event be promoted? Please describe and include any links to social media accounts or relevant websites or organizations (maximum 250 words):

The project will be promoted through a comprehensive marketing strategy utilizing both digital and community-based channels. SMA will leverage its social media platforms, including Facebook and Instagram, to share event updates, promotional materials, and engagement content leading up to the events.

Promotion will also be supported through collaboration with community partners such as the SSM Local Immigration Partnership (LIP), local cultural organizations, and community groups to extend outreach. Event posters and digital flyers will be distributed across community centers, local businesses, and public spaces.

Word-of-mouth promotion through SMA's established community network and previous event participants will further enhance visibility. Event listings will be shared on local event calendars and community platforms to attract broader audiences, including regional visitors.

This multi-channel approach ensures effective outreach and strong audience engagement.

iv. What age does the activity, project, or event look to reach? (Select all that apply)

- [x] 0-18
- [x] 19-34
- [x] 35-59
- [x] 60-75
- [x] 76+

v. What is the estimated attendance or viewership of the activity, project and/or event?

- [ ] 1-50
- [ ] 51-100
- [ ] 101-250
- [x] 251-500
- [ ] 501-1,000
- [ ] 1,001-2,500
- [ ] 2,501+

vi. What is the estimated expected number of participants directly involved in the implementation/execution of the activity, project or event (including staff, volunteers, artists, etc.)?

☐ 1-10 ☐ 26-50

☐ 11-25 ☑ 50+

Please provide a brief description of participant composition (maximum 150 words):

The project will involve a diverse group of approximately 50–60 participants, including performers, event organizers, volunteers, and coordinators. This includes traditional dancers, musicians, emcees, and cultural presenters, as well as volunteers supporting logistics, registration, and audience engagement. The team will include both experienced members and new participants, providing opportunities for skill development and community involvement.

Section 5: Existing In-kind & Previous Funding

Applicants who are requesting **any** other type of financial or in-kind assistance from the City (all departments) as part of their activity, project and/or event must ensure that it is included in the ACAP Application Budget Template.

i. Has the applicant organization or collective received ACAP funding or any other City of Sault Ste. Marie municipal cultural financial assistance in the past?

Yes ☑ No ☐

Section 6: Project Budget

i. Please download, complete, and attach a copy of the ACAP Application Budget Template.

Please show how ACAP funding will be used if the Applicant's request is approved. Please include all cost categories, both eligible and ineligible, for each of the components/items of the activity, project and/or event, all expected funding sources and type of funding (grant, in- kind, cash, etc.).

Section 7: Authorization

As an authorized representative of Sault Malayalee Association (Organization/Collective Name), I, Jinse Sunny (Name of Organization/Collective Contact) attest that all information contained in this application, agree to fulfill the responsibilities for all activity, project and/or event deliverables contained therein and/or agreed to by the Cultural Vitality Committee and the City of Sault Ste. Marie. This application will act as a contract between the City of Sault Ste. Marie and the Applicant should the application be successful.



_____Signature March 26,2026 _____Date

Completed applications and supporting documentation may be submitted by email to:

a.moore@cityssm.on.ca
Subject Line: Cultural Financial Assistance Application – Attention: Arts and Culture Lead

Completed applications may be submitted by mail or in person to:

Community Development and Enterprise Services
Attention: Arts and Culture Lead
99 Foster Drive
Civic Centre
Sault Ste. Marie, ON
P6A 5X6

Cost Category (Types of Expenses for Project) - Add/delete rows as needed	Eligible Project Costs (Refer to ACAP Guidelines for Details)	Ineligible Project Costs (Refer to ACAP Guidelines for Details)	Funding Source (ACAP, Cash, Other Gov. Funders, Sponsors, etc.)	Funding Type (Grant, Cash, In-kind, etc.)	Quotes/Estimates (Links where applicable)
Operational Costs					
Venue Rental	3500		Ticket		https://drive.google.com/file/d/1zqZ95
Insurance	20		ACAP		
Food Catering	8700		Sponsor		https://drive.google.com/file/d/1bPZIA
Stage Setup	650		ACAP		
Costume	720		ACAP		
Marketing $ promotion	470		SPONSOR		
Miscellaneous	380		ACAP		
Materials & Supplies Costs					
Decorations	750		ACAP		
Kids activity rental	1250		SPONSOR		
Flowers	125		ACAP		
Equipment Costs					
Sound system	770		ACAP		
Lighting	250		ACAP		
Stage Equipment Rental	850		ACAP		
Projector & Screen	150		ACAP		
Artist Fees					
Dance performances	300		ACAP		
Kathakali	750		ACAP		Artist fees are based on fair compens
Practice	400		ACAP		
Classical Song	75		ACAP		
Chendamelam	3200		ACAP		
TA for performers	250		SPONSOR		
Meals	400		SPONSOR		
Other Costs					
Photography & Videography	250		ACAP		
Total Costs	$ 24,210.00	$ 0.00			
Total Project Costs:	$ 24,210.00				

Application Project Plan Template

Name of Applicant: Sault Malayalee

Intake/Date: 186 Parkland Crescent,

Page jı**of** P

Activity	Start Date of Activity (M/Y)	End Date of Activity (M/Y)	Description/ Notes
Project Planning & Coordination	March 2026	April 2026	Establish organizing committee, define project scope, finalize event structure for both South Indian Cultural Festival and Onam Celebration, assign roles and responsibilities, and develop overall project timeline.
Artist & Program Development	April 2026	June 2026	Identify and onboard performers (dance, music, anchoring), finalize program schedule, curate performances, and develop narrative content explaining each cultural art form.
Partnerships & Vendor Coordination	April 2026	July 2026	Engage community partners, confirm venue bookings, coordinate with South Indian food vendors, and arrange additional components such as children's activity areas (face painting and play zone).
Marketing & Promotion	May 2026	August 2026	Promote events through social media, community networks, posters, and partner organizations. Launch ticket registration for Aaravam and drive audience engagement.
Logistics & Event Preparation	June 2026	August 2026	Arrange stage setup, sound and lighting, décor, volunteer coordination, materials procurement, and finalize event-day schedules for both events.
South Indian Cultural Festival Event Delivery	August 2026	August 15, 2026	Execute 2-hour cultural performance event including traditional dance, music, and narrative anchoring, along with food vendors and family-friendly engagement activities.
Aaravam – Onam Celebration Event Delivery	August 2026	August 22, 2026	Deliver full-day Onam celebration including Onasadya (traditional feast), cultural performances, traditional games, pookalam, and community participation activities.
Post-Event Evaluation & Reporting	August 2026	September 2026	Collect attendance data (including ticket registrations), gather feedback through surveys and social media, evaluate outcomes, document learnings, and prepare final report.
Notes:			Contingency plans include backup performers, indoor venue readiness, and budget adjustments based on confirmed funding and sponsorship levels.

Ontario

Ministry of Public and Business Service Delivery
Ministère des Services au public et aux entreprises

Certificate of Incorporation

Not-for-Profit Corporations Act, 2010

Certificat de constitution

Loi de 2010 sur les organisations sans but lucratif

SAULT MALAYALEE ASSOCIATION

Corporation Name / Dénomination sociale

1000590381

Ontario Corporation Number / Numéro de société de l'Ontario

This is to certify that these articles are effective on

La présente vise à attester que ces statuts entreront en vigueur le

July 11, 2023 / 11 juillet 2023

V. Quintanilla W.

Director / Directeur

Not-for-Profit Corporations Act, 2010 / Loi de 2010 sur les organisations sans but lucratif

The Certificate of Incorporation is not complete without the Articles of Incorporation

Certified a true copy of the record of the Ministry of Public and Business Service Delivery.

V. Quintanilla W.

Director/Registrar

Le certificat de constitution n'est pas complet s'il ne contient pas les statuts constitutifs

Copie certifiée conforme du dossier du ministère des Services au public et aux entreprises.

V. Quintanilla W.

Directeur ou registrateur

Gmail **Sault Malayalee Association <saultmalayalee@gmail.com>**

Onam Sadhya 2026

1 message

Brandy Tufts <events@themarconi.ca> Tue, Mar 24, 2026 at 10:14 AM
To: Sault Malayalee Association <saultmalayalee@gmail.com>

Good Morning,

Here is the menu for your event on August 22nd. This comes to $45.20 per person all inclusive.

Ela
Uppu
Pappadam
Ghee
Pazham
Uperi
Sharkaravaratti
Aviyal
Thoran
Pineapple and Grape Pachadi
Beetroot Kichadi or Bitterguard Kichadi
Mango Pickle
Lemon Pickle
Puli Inji
Olan
Kootucurry
Rasam
Parippu
Sambar
Kurukk Kalan or Pulisery
Rasam
Pachamoru
Parippu Payasam
Palada

Thank you

--
Brandy Tufts
Event Coordinator
705-942-5556
events@themarconi.ca
www.themarconi.ca
Marconi Multicultural Event Centre
450 Albert Street W
Sault Ste Marie
ON, P6A 1C3

Past Events - Photos

Aaravam 2025 Onam Celebration at Marconi Centre (Aug 30, 2025)

Google Drive Link :

https://drive.google.com/drive/u/2/folders/1VqMXmIKlxc5fkl8IWPwk3OqbcvUN5dmd

Chenda Melam performance at Downtown Plaza (Aug 29, 2025)

Google Drive Link :
https://drive.google.com/drive/u/2/folders/13Icr9lfkPRRelNIMN66GM_Zv9zuZkE53

Sault Malayalee Association

Mission

The Sault Malayalee Association serves as a vital support system for individuals and families in Sault Ste. Marie, particularly for those who are far from their homeland. Our mandate is to preserve and promote Kerala's rich cultural heritage, creating a sense of belonging and community for Malayalees in the area. We offer a platform for connection and networking, helping newcomers integrate into their new environment while maintaining strong cultural ties. Through youth engagement programs, family activities, and language education, we help the next generation stay connected to their roots while fostering a sense of pride in their heritage. Our objectives include celebrating Kerala's festivals, such as Onam and Vishu, to bring people together and keep traditions alive. We also focus on charitable activities and community volunteerism, contributing to both local and international causes. Additionally, we are committed to promoting and encouraging talented artists in Sault Ste. Marie by providing opportunities for them to showcase their skills through cultural activities and events. Above all, our goal is to provide a supportive, inclusive, and safe community where individuals can feel at home and empowered as they navigate life far from their birthplace. Through unity, engagement, and collaboration, we aim to build strong connections within the Sault Ste. Marie community, ensuring everyone feels supported and valued.

History

Established in 2022, Sault Malayalee Association has a proud history of serving the Malayalee community in Canada. The organization was founded by a group of dedicated individuals who sought to create a sense of belonging and connection among Malayalees living in a foreign land. Over the years, the association has grown and evolved, becoming a prominent cultural and social hub for the community.

Objectives

At Sault Malayalee Association, we are driven by the following core objectives:

- **Cultural Preservation:** We are committed to preserving and promoting the cultural heritage of Kerala. Through various cultural events, festivals, and educational initiatives, we strive to ensure that Malayalee traditions remain vibrant and relevant.

- **Community Support:** We provide a strong support network for Malayalee individuals and families, offering resources and assistance to navigate life in Canada. This includes help with immigration, employment, and integration into Canadian society.
  Charitable Activities: Sault Malayalee Association is actively engaged in charitable and humanitarian efforts both within the Malayalee community and the broader Canadian community. We are proud to have contributed to numerous charitable causes and relief Efforts.

- **Cultural Celebrations:** Throughout the year, we organize a wide range of cultural celebrations, including Onam, Vishu and Christmas, to connect Malayalees with their roots and provide a platform for sharing the beauty of our culture with the Canadian Community.

Community Impact

The Sault Malayalee Association (SMA) plays a significant role in enriching the cultural and social landscape of Sault Ste. Marie by promoting diversity, inclusion, and community engagement. Through large-scale cultural events such as Aaravam (Onam celebration), performances, and community programs, SMA creates opportunities for residents from all backgrounds to experience and appreciate Kerala's rich heritage. These initiatives foster cross-cultural understanding, strengthen community connections, and provide a welcoming space for both newcomers and long-term residents to engage, interact, and build meaningful relationships.

In addition, SMA actively supports newcomer integration and youth development by offering leadership programs, cultural training, and volunteer opportunities that build confidence and skills. The association contributes to the local economy and community vitality by engaging local venues, artists, and businesses, while maintaining a strong volunteer-driven structure that enhances civic participation. Through ongoing partnerships with community organizations and institutions, SMA continues to strengthen Sault Ste. Marie's multicultural identity and improve overall quality of life for its residents.

Sault Malayalee Association has made a significant impact on the Malayalee community in Sault Ste. Marie, Canada, bringing people together and facilitating cultural exchanges. Our association has already conducted programs at the Seniors Retirement Centre's , partnered with SSM Local

Immigration Partnership (LIP) in the Multicultural programs, Algoma University where SMA yearly Kids Summer Camp - “Shining Stars” is conducting, Sault Police service and other community partners to showcase our cultural talents in our community.

Board of Directors

- PRASHANTH MV
  prashanth@saultmalayaleeassociation.ca
  [redacted]
- JINSE SUNNY
  jinse@saultmalayaleeassociation.ca
  [redacted]
- DEEPU K MOHANAN
  [redacted]

Executive Committee

As of March 26, 2026, the Executive committee consists of the following members:

1. President	: PRASHANTH MV prashanth@saultmalayaleeassociation.ca [redacted]
2. Vice-President	: DEEPU K MOHANAN deepu@saultmalayaleeassociation.ca [redacted]
3. Vice-President	: SPIXCY AUGUSTINE spixcy9@gmail.com [redacted]
4. General Secretary	: JINSE SUNNY jinse@saultmalayaleeassociation.ca [redacted]
5. Secretary	: ANJU JOY [redacted]
6. Secretary	: MELVIN MATHEW

[redacted]

7. Executive Member : JAICY JAMES
[redacted]

8. Executive Member : FELIX KOSHY
[redacted]

9. Treasurer : EVIN PRAKASIA
[redacted]

10. Coordinator - Newcomer Settlement :Vacant

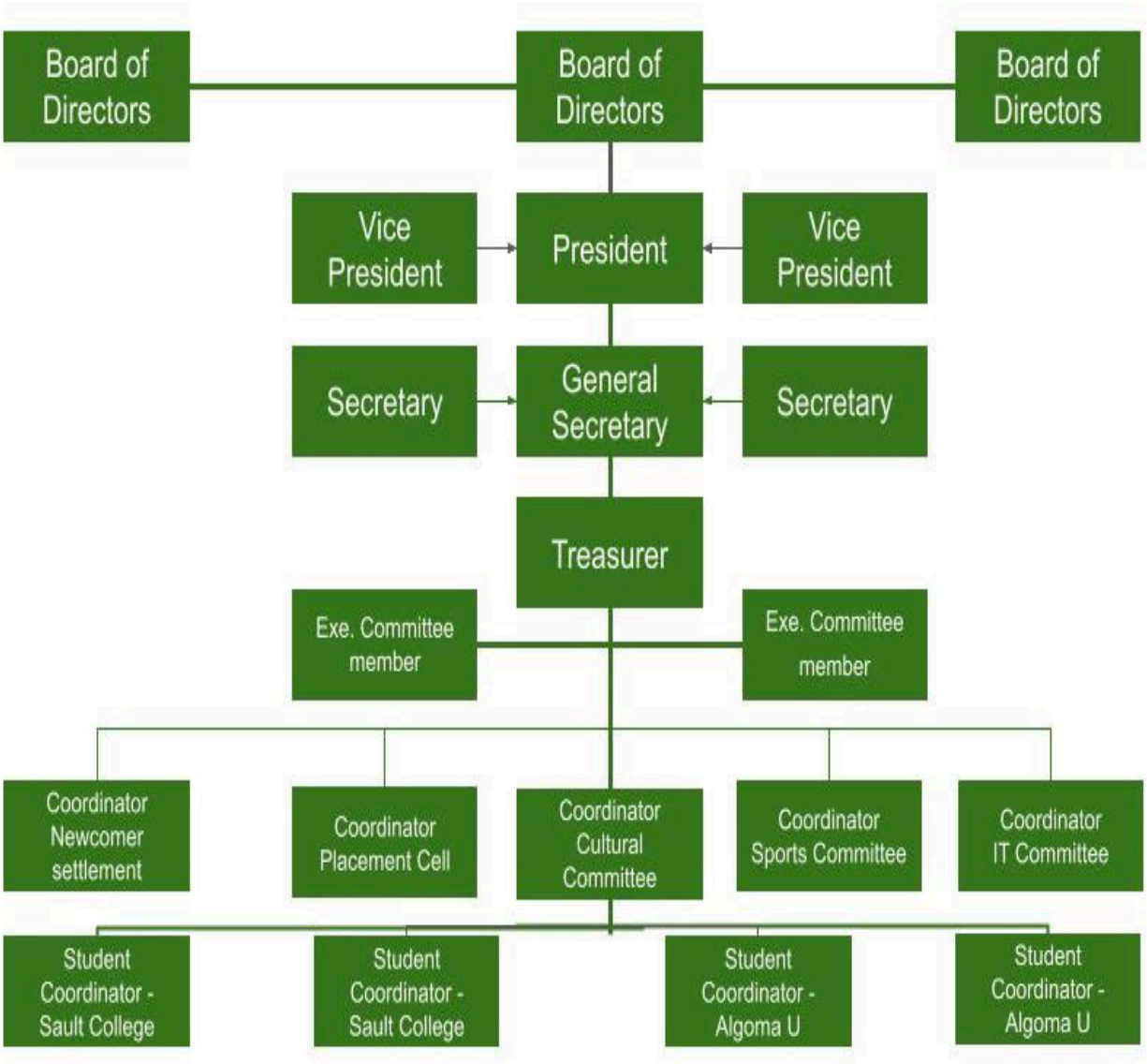
11. Coordinator - Cultural Committee : ANITTA SUSAN THOMAS
[redacted]
+1 647-549-9011

12. Coordinator - Technical Committee : AANAS AMBALAN
[redacted]

13. Coordinator - Placement Cell : GAYATHRI KRISHNAN
[redacted]

14. Coordinator - Sports Committee : BELGIN BABU
[redacted]

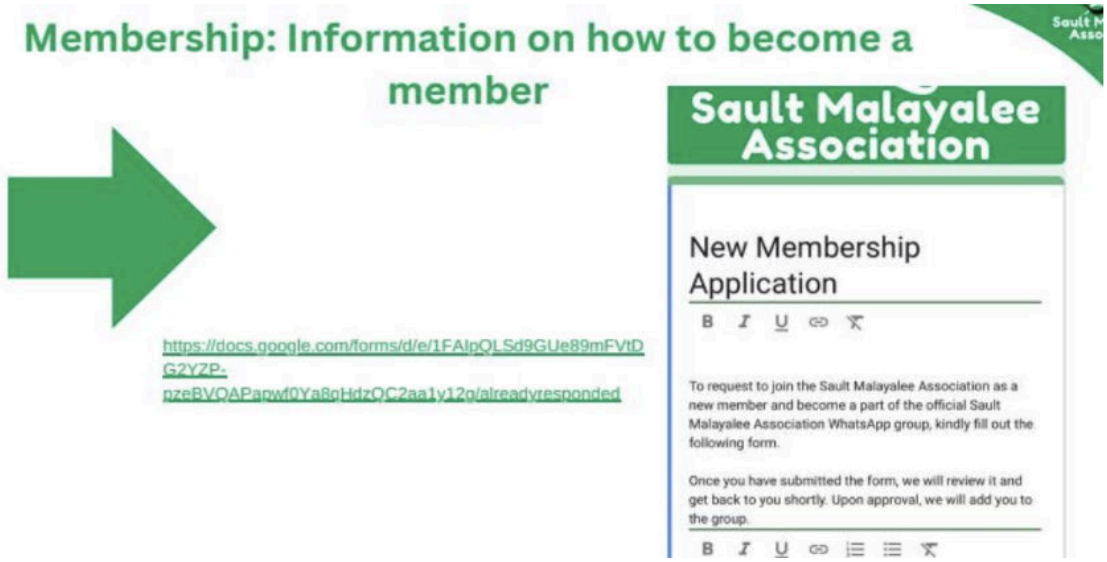
15. Student Coordinator : GOPIKA GOUTHAMY
[redacted]


Board of Directors
Board of Directors
Board of Directors
Vice President
President
Vice President
Secretary
General Secretary
Secretary
Treasurer
Exe. Committee member
Exe. Committee member
Coordinator Newcomer settlement
Coordinator Placement Cell
Coordinator Cultural Committee
Coordinator Sports Committee
Coordinator IT Committee
Student Coordinator - Sault College
Student Coordinator - Sault College
Student Coordinator - Algoma U
Student Coordinator - Algoma U



Get Involved:

We invite you to become a part of our vibrant community and support our mission. You can get involved by joining events, volunteering, or becoming a member. Your participation will help us strengthen our cultural bonds and continue to serve the community.



https://docs.google.com/forms/d/e/1FAIpQLSd9GUe89mFVtDG2YZP-pzeBVQAPapwf0Ya8qHdzQC2aa1y12g/alreadyresponded?pli=1&pli=1&pli=1



For a glimpse into our past celebrations and the community impact of our work, please visit:

🌐 Website: https://saultmalayaleeassociation.ca

📷 Facebook: Sault Malayalee Association

📷 Instagram: @sault_malayalee_association

🔗 LinkedIn: Sault Malayalee Association

SUM of Amount	*Type*		
Event/Project Tag		Expense	Income
	$0.00	$2,801.57	$2,150.00
Aaravam 2024		$860.77	
Aaravam 2025		$15,986.76	$18,491.00
Cricket 2024		$541.65	
Jingle Bells 2024		$3,435.75	$4,198.96
Jingle Bells 2025		$5,886.06	$5,213.00
LIP Family Day		$84.20	
Mlticulturalism 2025		$144.04	
Picnic 2025		$435.68	$46.14
Rise & Paint		$451.14	$450.00
Shining Stars Summer Camp 2025		$911.60	$810.00
Vivid 2025		$187.50	
Vivid Art Festival		$180.00	$175.00
Grand Total	**$0.00**	**$31,906.72**	**$31,534.10**

SUM of Amount		Type	
Description	Receipt Link	Expense	Income
		$102.41	
Aaravam 2025 Ticket Fee - Dinu			$90.00
Aaravam Expense Reimbursement - Jomish	jomish Aaravam 2025.jpg	$186.00	
Battery for Mic	2025-08-26 Battery for Mic (Melvin …	$23.29	
C-Note Sponsorship	2025-09-04 - C-Note Sponsorship f…		$500.00
Decoration Items - Dollarama	2025-08-28 - Koshy ($65.54).jpg	$65.54	
DJ Fee		$350.00	
DOLLARAMA # 377	SMA Aaravam exp.pdf	$4.80	
Donations from Guests			$315.00
Extra Grocery to Marconi Kitchen	Jaimon 1.jpeg Jaimon 2.jpeg	$92.28	
Facebook Ad		$25.36	
Flowers	2025-08-30 - Jaimon ($28.25).jpg	$24.25	
Food n Bev for Practice	SMA Aaravam exp.pdf	$41.49	
Gifts for Games Total		$283.12	
INTERAC e-Transfer fee		$4.50	
M DAS PERSONAL REAL ESTATE COR CAvkApBt			$1,000.00
Marconi Rent and Food Catering	2025-09-09 - Marconi Invoice 1163 …	$9,560.23	
Maveli Kireedam Makeup - Michaels	2025-08-25 - Maveli - Koshy.pdf	$49.70	
Maveli Kireedam Makeup - Walmart	2025-08-25 - Maveli - Koshy.pdf	$7.88	
Melam - ATM withdrawal - DB961323		$440.00	
Melam Additional Rooms	2025-08-29 Skyline (Prashant $115…	$115.83	
Melam Fee	Melam fee transfer.jpeg	$3,223.00	
Melam Flyer	2025-08-20 - Melam Flyer - Deepu.…	$21.23	
Melam Venue fee/insurance Downlown Plaza		$13.56	
Mobile cheque deposit - 5081			$5,900.00
Mohandas			$2,500.00
Ponnaada Expense Reimbursement - Basil	2025-08-25 - Onam Ponnaaada (R…	$166.00	
Print from Staples	Staples Deepu Aaravam 2025.pdf	$29.37	

SUM of Amount		*Type*		
Description	*Receipt Link*	Expense	Income	
Printing Certificates, bagdes, flyers		$100.00		
Printing Staples	Deepu Aaravam staples.pdf	$6.93		
Refreshments for Practice - Food Basics	2025-08-13 Dollarama $18.75.pdf	$18.75		
Sound System, DJ Equipment	Prashant Aaravam LongnMcQuade…	$502.85		
Sponsorship from Asian Grocers			$300.00	
Sponsorship VA IMMIGRATION INC.			$500.00	
STAPLES #171	SMA Aaravam exp.pdf	$77.94		
Stone's			$100.00	
TIM HORTONS #15	SMA Aaravam exp.pdf	$99.47		
Volunteer Appreciation		$165.00		
Water produce and floral	2025-08-29 Metro (Jomish $185.98…	$185.98		
Zeffy Payout			$7,286.00	
Grand Total		**$15,986.76**	**$18,491.00**	$2,504.24
				0

Early intake submission deadline: **Last Friday in October** of each calendar year by 4:30pm EST

Late intake submission deadline: **Last Friday in March** of each calendar year by 4:30pm EST

Applications That are Incomplete or Missing Supporting Documentation Will Not be Accepted or Eligible for Review

In addition to this completed application, the following documents are to be formatted as described in the Application Process section of the **ACAP Guidelines** document and submitted as attachments:

- List of Board of Directors and Officers of the organization and their contact information
- Operating budget of the applicant organization for the current fiscal year
- Financial statements from last year, including balance sheet and income statement
- Links to related social media accounts or websites (if applicable)
- Documentation/support material of past projects that would demonstrate the Applicant's ability to successfully undertake and complete the project
- ACAP Project Plan Template
- ACAP Application Budget Template
- Quote documents for small capital/equipment purchases and/or print materials (if applicable)

Section 1: Organization Information

i. Organization Name:
Living History Algoma (Algoma 1812)

ii. Organization: Address: (Street, Postal Code, City)
c/o SSM Public Library, 50 East St. SSM, ON P6A 3C3

iii. Organization Contact Information: (Phone, Cell, Email)

See attached executive members

iv. Organization Contact Person & Alternative Contact Person:

Name Krista McCraken	Name Wendy A. Hamilton
Title Chair	Title Past Chair
Phone	Phone
Email	Email

v. Please briefly describe the Organization's mandate, goals, and objective (maximum 250 words):

A non-profit organization dedicated to encouraging cultural activities that document the history of Algoma, and shares that knowledge with the public.
LHA mandate: is outlined in our constitution and by-laws
a) provide opportunities for the public that creatively bring to life the stories that shape our rich history as a community, region, province and nation.
b) document and preserve the memories of individuals who contributed and shaped our community through Oral Histories Project (Oral History of SSM).
The roots of Living History Algoma began as Algoma 1812 for the Bicentennial of the War of 1812. Upon completion Living History Algoma amalgamated 1812 with Oral Histories Sault Ste. Marie.A non-profit organization dedicated to encouraging cultural activities that document the history of Algoma and shares that knowledge with the public.

vi. Please indicate the organization's discipline of focus:
Visual arts, performing arts, media arts, literary arts, multi & interdisciplinary arts, heritage arts, public art, other, and description (maximum 50 words):

Heritage Arts: Conservation through recording of oral histories with citizens and the identification, protection and interpretation of our heritage through dramatic storytelling. The projects could include multi & interdisciplinary arts along with performing arts & literary arts.

Section 2: Type of Grant & Funding Amount Requested

Applicants may choose one grant stream that best supports their project needs and objectives. **Please refer to the ACAP Guidelines.**

Please select only one:

Small Project Grant ☐

Large Project Grant ☑

Operating Grant ☐

Seed Funding ☐

Community Events Grant ☐

Major Cultural Celebrations Grant ☐

Cultural Diversity Grant ☐

ACAP Request Amount ($) $10096

Section 3: Description of Activities, Projects and Events

Please download, complete and include the completed ACAP Application Project Plan Template for the proposed activity, project and/or event as an attachment.

i. Project Name or Working Title:

Living History Algoma - Moments in Algoma 2026

ii. Activity/Project and/or Event **Start Date:**

March 2026

iii. Activity/Project and/or Event **End Date:**

December 2026

iv. Activity/Project and/or Event Location:

(Physical address or for virtual projects/programming/events please include links to websites, social media etc. where programming will take place/be present, maximum 50 words):

www.livinghistoryalgoma.com
Projects will take place throughout the community for filming & videography at different locations.
Our 2026 oral histories and virtual documentaries will take place within Algoma with a concentration within Sault Ste. Marie. The subjects all have roots to SSM. Our operations are located within the municipality of Sault Ste. Marie. LHA's

v. Please describe the activity, project, or event and any relevant goals or objectives (maximum 750 words):

Living History Algoma is the non-profit organization that has under it's umbrella - Oral Histories of Sault Ste. Marie. Annual projects involve the collection of interviews with subjects that have roots in Sault Ste. Marie. Oral histories rely on volunteers to coordinate and conduct the interviews, however, the videography and slating for website inclusion takes expertise and time, along with the coordination and packaging of the final package.

Our second focus for 2026 is to begin another Moments in Algoma PSA heritage minute movie. With the release of LeBreton Ross and Anna McCrea, we are including a 3rd heritage minute as part of the Project costs for 2026. Costs associated with all of the partnering arts (script, casting, filming, editing, directing, costuming) are all part of the project total.

Our third portion of our budget ask to ACAP is to replace our antiquated camera and interviewing equipment with newer & easier production equipment pieces. Our price quote is appended to this proposal.

LHA has provided evidence of having organizational & financial health to carry out these goals. Preserving heritage through the oral histories or through the Moments in Algoma films are vital and relevant to the cultural merit of Sault Ste. Marie. Our unique contribution to our heritage preservation and our ability to follow through on our service projects have allowed LHA to maintain it's mandate.

vi. How does this activity, project, or event support the current Community Culture Plan? Please select all community programs and impact priorities that the project supports.

☑ Complement and support existing City initiatives, plans and projects and contribute effectively to the development of arts, culture and heritage in Sault Ste. Marie

☑ Contribute to the economic and social diversity of SSM through the development of arts, culture and heritage products and tourism

☑ Promote effective, meaningful and equitable community engagement and consultation processes

☑ Provide mentorship and participatory opportunities for youth, diversity and historically underrepresented groups in the community

☑ Increase organizational capacity and sustainability of local art organizations, collectives and artists (including Applicants)

☑ Provide professional development opportunities for emerging and professional arts, culture and heritage practitioners (including Applicants)

☑ Fosters community connections, partnerships and networks

☑ Provides opportunities for volunteerism

☑ Significantly contributes to the quality of life and sense of identity in Sault Ste. Marie

Please explain these selections (750 words maximum):

LHA's projects compliment the City's Cultural Policy. Culture reflects the elements and traits of peoples of historical and contemporary societies, and the places, events, products and creations that contribute to such values, customs, traditions and institutions. The activities of LHA are just that, while documenting these same values. While LHA main projects fall within Heritage Arts, the activities overlap with Performing, Visual, and Media projects.
Through the activities of LHA, local artists are engaged in the development of the products that document our local history. Renumeration is provided for: videography, production & post production teams, music, art, directors, and actors.
Each Oral History interview, or Moment in Algoma video requires consultation through each phase: research, development, directing, staging interviews, and post production. Everyone involved is engaged in order to produce quality filmed dramatizations. Each one requires a unified crew, settings / locations, and creative production.
LHA encourages youth and diversity in all activities. For each video, all ages and diversity will be required depending on the subjects or events being documented. Many times our interview subjects are within the 60+ demographic.
LHA provides opportunities for artists, crew, and production engagement, and offers honourariums for work through each project. We believe that in a small way, we are sustaining the arts community through our activities.

vii. What are the benefits to audiences, participants, and/or the community of Sault Ste. Marie that are intended upon successful completion and implementation of this activity, project or event? (500 words maximum):

Living History Algoma's project benefits have both short and long term impacts on our community.
In the short term, locals will have an opportunity to participate in either the production, or participate in either the interviews for Oral History, or the cast & crew for our short MiA dramas.
LHA provides many local emerging or seasoned artists honourariums for their skills in videography / film, editing, directing, and production. Interviewing for oral histories is a volunteer position.
The benefits to our community, and the greater digital world are:
- There are interviews of all interest digitally archived for virtually everyone in the city, which tell the stories of our cultural community mosaic.
- Special film projects enable people to participate and create history coming to life, which in turn offers these talents and stories to the greater audience.
- Professional production teams, and mentors offer excellence to emerging or otherwise, people to hone their skills - or start a new interest.
- the final product of these local productions are digitally preserved and available to any audience.
- Oral histories are just that - a story of someone's life told orally, and by preserving them in interview form and then digitally, allows any audience the opportunity to record that little piece of history and preserve it.

viii. If ACAP funding for this activity, project or event is approved, please describe what the applicant considers to be successful implementation. How will the applicant measure success (250 words maximum):

Success of the LHA projects can be measured by:
- completion and the documentary or interview which is then preserved, cataloged, and made public
- marketing to target audiences
- media release uptake
- clicks and views

Section 4: Marketing

i. What audiences do the Activity, Project and/or Event look to reach? Select all that apply:

- [x] Local (within the Municipality)
- [x] Regional (within Algoma)
- [x] Tourism (those who will travel to take part or view)
- [x] Other (Please describe)

Other please describe (250 words maximum):

The Living History 2026 project seeks to reach our local community audience due to the topics preserved, however will span to a global, as the information is kept on websites, marketed through social media, and news media. The stories this non-profit is mandated to bring to the public are unique in that they are based on personal histories and experiences that are local and rooted in Algoma and made available to everyone, anywhere, anytime. The OHSSM seeks to capture AND build community awareness and identity in this and future audiences connecting people around the world in a common memory of being from this area.
The Moments in Algoma film series is designed to educate AND entertain the local audience, the visiting tourists and potential visitors to Algoma.

ii. Please describe any specific audiences that are intended to be reached with the activity, project, or event (150 words maximum):

Additionally, Living History 2026 will provide valuable resources to documentarians, educators and researchers.

iii. How will the activity, project, or event be promoted? Please describe and include any links to social media accounts or relevant websites or organizations (maximum 250 words):

Media releases & PSA's will be utilized to announce the completion of each Moments in Algoma documentary film. In our supporting documents is a screen shot from SooToday for the Anna McCrea heritage moment.
The 2026 AGM will also include an open house for which we will be promoting the many projects of LHA.
Targeted audiences will be provided with links to the digital projects, of which most will be educators and researchers.

Our publicity campaign is designed to boost awareness of the LHA organization, the growing OHSSM archive, and the Moments in Algoma PSA film series. This campaign will include 1) Social Media campaign on Facebook/Instagram (2) a Shaw spotlight segment on Moments in Algoma series during production, (3) submission to the Ontario Historical Society and other organizations newsletters, (4) electronic distribution of a public awareness package including PSA's to news media

iv. What age does the activity, project, or event look to reach? (Select all that apply)

- [x] 0-18
- [x] 19-34
- [x] 35-59
- [x] 60-75
- [x] 76+

v. What is the estimated attendance or viewership of the activity, project and/or event?

- [ ] 1-50
- [ ] 51-100
- [ ] 101-250
- [ ] 251-500
- [ ] 501-1,000
- [ ] 1,001-2,500
- [x] 2,501+

vi. What is the estimated expected number of participants directly involved in the implementation/execution of the activity, project or event (including staff, volunteers, artists, etc.)?

☐ 1-10	☑ 26-50
☐ 11-25	☐ 50+

Please provide a brief description of participant composition (maximum 150 words):

Each interview will require: researchers & partners to coordinate, then the interviewer and subject for each, plus the technical crew - videographer, and post production editing and slating.
A MiA PSA movie/video requires more participants, including directors, script, editing, costuming, etc.

Section 5: Existing In-kind & Previous Funding

Applicants who are requesting **any** other type of financial or in-kind assistance from the City (all departments) as part of their activity, project and/or event must ensure that it is included in the ACAP Application Budget Template.

i. Has the applicant organization or collective received ACAP funding or any other City of Sault Ste. Marie municipal cultural financial assistance in the past?

Yes ☑ No ☐

Section 6: Project Budget

i. Please download, complete, and attach a copy of the ACAP Application Budget Template.

Please show how ACAP funding will be used if the Applicant's request is approved. Please include all cost categories, both eligible and ineligible, for each of the components/items of the activity, project and/or event, all expected funding sources and type of funding (grant, in- kind, cash, etc.).

Section 7: Authorization

As an authorized representative of Living History Algoma (Organization/Collective Name), I, Krista McCracken (Name of Organization/Collective Contact) attest that all information contained in this application, agree to fulfill the responsibilities for all activity, project and/or event deliverables contained therein and/or agreed to by the Cultural Vitality Committee and the City of Sault Ste. Marie. This application will act as a contract between the City of Sault Ste. Marie and the Applicant should the application be successful.

_____Signature March 16, 2026 _____Date

Completed applications and supporting documentation may be submitted by email to:

a.moore@cityssm.on.ca
Subject Line: Cultural Financial Assistance Application – Attention: Arts and Culture Lead

Completed applications may be submitted by mail or in person to:

Community Development and Enterprise Services
Attention: Arts and Culture Lead
99 Foster Drive
Civic Centre
Sault Ste. Marie, ON
P6A 5X6

Cost Category (Types of Expenses for Project) - Add/delete rows as needed	Eligible Project Costs (Refer to ACAP Guidelines for Details)	Ineligible Project Costs (Refer to ACAP Guidelines for Details)	Funding Source (ACAP, Cash, Other Gov. Funders, Sponsors, etc.)	Funding Type (Grant, Cash, In-kind, etc.)	Quotes/Estimates (Links where applicable)
Operational Costs					
Insurance		$1578	Donations		
AGM / Bank fees		$400	sponsors		
Zoom license		$243	other		
Website Admin & supplies	$500	$1800			
			ACAP		
Materials & Supplies Costs					
Videographers (OHSSM)	$1400	2100			
Film production (Moments video)	$1300	3700			
Equipment Costs					
Camera / Production Kit	6896				quote attached
(as per price quote attached)					
Shipping		100			
Artist Fees					
Other Costs					
Total Costs	$ 10,096.00	$ 9,921.00			
Total Project Costs:	$ 20,017.00				

Notes					
1) For Small Projects ($2,999 or less) Eligible Project Costs can = 100% of Total Project Costs	2) For Large Projects ($3,000-$20,000) Eligible Project Costs must = 75% or less of Total Project Costs	3) For Operational and Seed Projects Eligible Project Costs must = no more than 25% of Total Operating Budget of the Organization/Start up	4) For Small Festivals/Events ($5,000 or less) Eligible Project Costs must = 75% or less of Total Project Costs	5) For Large Festivals/Events ($5,000-$10,000) Eligible Project Costs must = 75% or less of Total Project Costs	6) Cultural Diversity Projects are reviewed on a case by case basis with no Total Project Cost % Restrictions

Application Project Plan Template

Name of Applicant: Living History Algoma

Intake/Date: c/o SSM Public Library, 50

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Activity	Start Date of Activity (M/Y)	End Date of Activity (M/Y)	Description/ Notes
Purchase of new video recording camera & equipment			May & June 2026
Oral Histories Interviews (10 for 2026)	1 per month		ongoing 2026
Moments in Algoma Video: 3rd heritage moment film	Script & Cast & filming Editing & post production		May to July - 2026 August to October 2026

Application Project Plan Template

Name of Applicant: Krista McCraken

Intake/Date: Chair

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Activity	Start Date of Activity (M/Y)	End Date of Activity (M/Y)	Description/ Notes

March 25, 2026

SSM Arts & Culture Assistance Program
Corporation of the City of Sault Ste. Marie
c/o Arts and Culture Coordinator, Aliesha Moore

This letter is to provide you with our submission of the (2026 March application package) for the Arts & Culture Assistance Program 2026, from Living History Algoma (Algoma 1812).

Living History Algoma respectfully acknowledges the substantial project grant received in previous years. A final report has been submitted previously, and thus is not accompanying this application.

With the support of the Arts & Culture Assistance Program, and other funding sources, we have been able to continue our ongoing ***Oral Histories*** Sault Ste. Marie, complete the ***Shingwauk and Beyond series***, and are now working on our ***3rd Moments in Algoma heritage film***.

This package includes all supporting documents required for a non-profit organization.

Our application is for a Large Project Grant and an Operational Grant totaling **$10,096** for: ***Living History Algoma - Moments in Algoma 2025.***

Please note that the links for our work are:

https://livinghistoryalgoma.com/

https://livinghistoryalgoma.com/projects/ohssm/

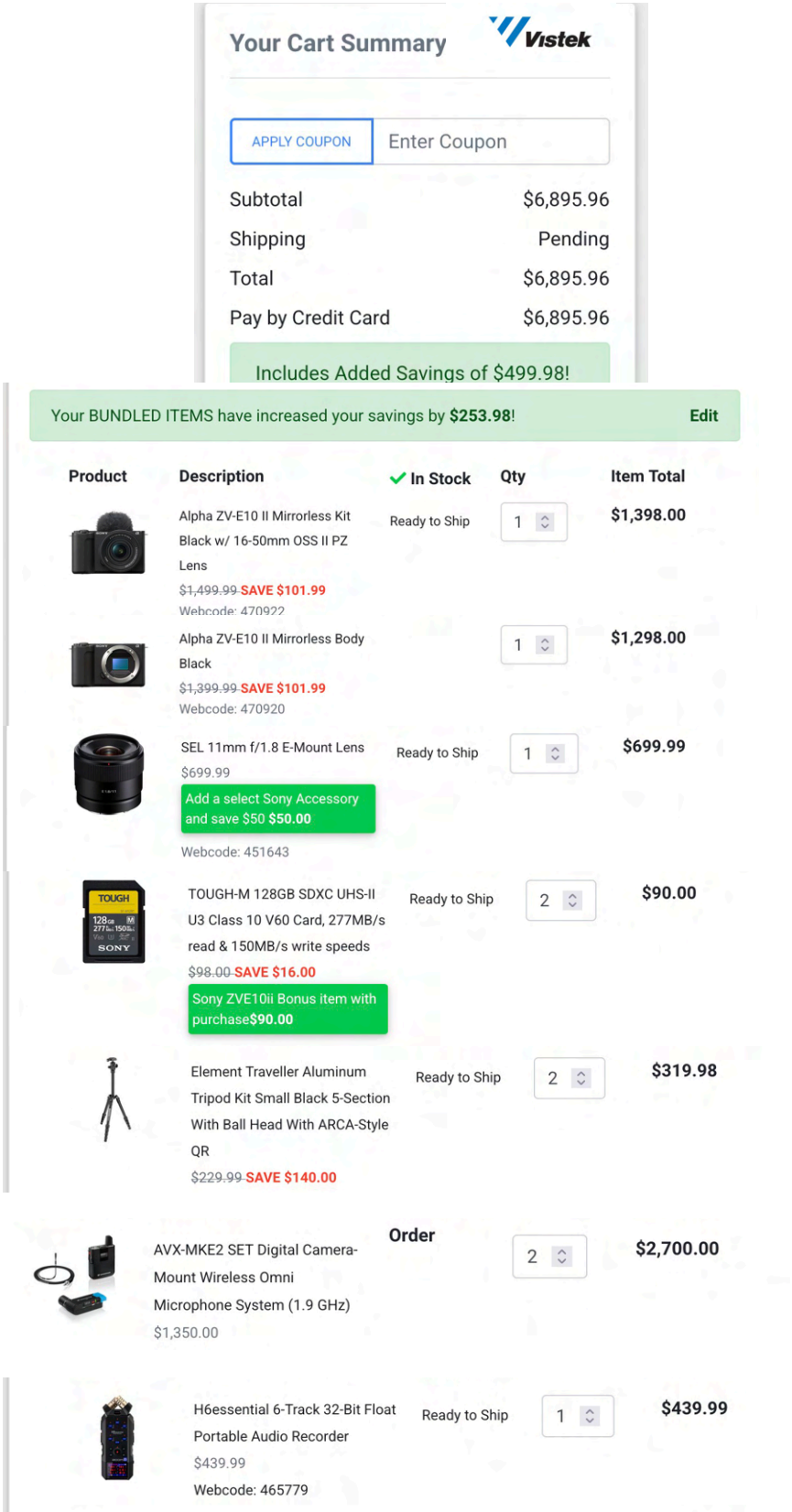
https://ssmpl.bibliocommons.com/v2/search?query=Oral%20History%20of%20Sault%20Ste.%20Marie%20Project&searchType=author

Sincerely,

Krista McCracken
Chair of Living History Algoma

2025	LHA Income Statement Prepared January 16, 2026		NOTES
Beginning Bank Balance		$17,027.15	
Revenues	Bank share	$20.00	
	ACAP	$5,825.00	
		$22,872.15	
Expenses	EMT - ZS	-$520.00	Videographer
	EMT - Jones DesLauriers	-$1,475.28	Insurance
	EMT - WH	-$485.67	Zoom Pro License
	EMT - RHP	-$2,260.00	Film Production - Anna McCrea
	EMT - RHP	-$1,130.00	Film Production - Anna McCrea
	EMT - MF	-$100.00	Anna McCrea work
	EMT - JC	-$650.00	Shadows interviews
	EMT - Kapptive	-$700.60	website
	EMT - OHS incorporation	-$65.00	membership & incorporation
	CHQ - AG	-$380.00	Videographer
	EMT - JG	-$700.00	Shadows interviews
	EMT - Kapptive	-$456.24	website
	CHQ - AG	-$425.00	Videographer
	Bank Fees	-$58.00	
		-$9,405.79	
		$13,466.36	
Bank Balance November 26, 2025		$13,466.36	

Motion to accept the Unaudited 2025 Income statement - LHA
Moved by: K.Fisher, Treasurer
Seconded: M. MacDonald, Vice Chair
CARRIED
Februrary 25, 2026



Your Cart Summary

Vistek

APPLY COUPON | Enter Coupon

Subtotal	$6,895.96
Shipping	Pending
Total	$6,895.96
Pay by Credit Card	$6,895.96

Includes Added Savings of $499.98!

Your BUNDLED ITEMS have increased your savings by **$253.98**! Edit

Product	Description	In Stock	Qty	Item Total
	Alpha ZV-E10 II Mirrorless Kit Black w/ 16-50mm OSS II PZ Lens ~~$1,499.99~~ **SAVE $101.99** Webcode: 470922	Ready to Ship	1	$1,398.00
	Alpha ZV-E10 II Mirrorless Body Black ~~$1,399.99~~ **SAVE $101.99** Webcode: 470920		1	$1,298.00
	SEL 11mm f/1.8 E-Mount Lens $699.99 Add a select Sony Accessory and save $50 **$50.00** Webcode: 451643	Ready to Ship	1	$699.99
	TOUGH-M 128GB SDXC UHS-II U3 Class 10 V60 Card, 277MB/s read & 150MB/s write speeds ~~$98.00~~ **SAVE $16.00** Sony ZVE10ii Bonus item with purchase**$90.00**	Ready to Ship	2	$90.00
	Element Traveller Aluminum Tripod Kit Small Black 5-Section With Ball Head With ARCA-Style QR ~~$229.99~~ **SAVE $140.00**	Ready to Ship	2	$319.98
	AVX-MKE2 SET Digital Camera-Mount Wireless Omni Microphone System (1.9 GHz) $1,350.00	Order	2	$2,700.00
	H6essential 6-Track 32-Bit Float Portable Audio Recorder $439.99 Webcode: 465779	Ready to Ship	1	$439.99