

Application for Support Festival and Special Event Assistance Program

Name of Event: .Art Shuffle.....

Presenter (organization or individual):

Organization: .Art Shuffle Community Group

Contact Person: .Janice Cotter

Email: artshuffle18@gmail.com

Phone:

Cell: s.22 Personal Privacy

Mailing Address: s.22 Personal Privacy

Website: www.artshuffle.ca

Event Date(s): June 20, 2025

Event Time(s): 4:00 – 9:00 PM

Event Location(s): Queen St. Plaza and Kyle Lawn, along with artist studios, galleries, the museum and small businesses in the historic downtown Port Moody and Rocky Point, and Brewery Row areas (eg Esplanade Studios).

Expected number of participants: Overall: .2500

Peak: 1500

Please provide a brief description of your event (attach additional pages as required):

..Please see attached event description.....

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Budget:

Please complete the table below or attach a detailed budget showing revenue and expenses.

EVENT EXPENSES		EVENT INCOME	
Administration		Ticket Revenue	\$ _____
1. Artists/Performers	\$ 2,500.00 _____	_____ participants x \$ _____ ticket fee	
2. Venue Rental	\$ 910.00 _____	Other Revenue/Donations/Sponsorships	
3. Administrative	\$ 1,675.00 _____	1. Corporate/Business	\$ 6,700.00 _____
4. Equipment Rental	\$ 2,800.00 _____	2. Clubs/Organizations	\$ 750.00 _____
5. Marketing	\$ 6,250.00 _____	3. Other Grants	\$ _____
6. Supplies	\$ 775.00 _____	4. Other/Misc	\$ _____
7. Food	\$ 400.00 _____	City Support Requested	
8. Other/Misc	\$ _____	5. Cash	\$ 6,950.00 _____
9. City Staff Costs	_____	6. In-Kind	\$ 910.00 _____
Total Expenses	\$15,310.00 _____	Total Revenue	\$ 15,310.00 _____

Request for Financial Support:

Describe how the City grant will be used in presenting your event:

...Please see attached description of how the City grant will be used in the Art Shuffle

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Request for In-Kind Support

(please note that the City is unable to provide tables, chairs, or tents)

Applicant to complete column A

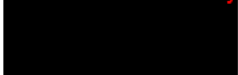
City to complete columns B, C, D

A	B	C	D
Item/Venue/Staffing/Other	Fee Waiver	In-Kind Support	Financial Grant
5 hour Rental - Kyle Centre	\$ 900	\$	\$
Financial Grant	\$	\$	\$6,950
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
Totals	\$ 900	\$	\$6950

By submitting this application, I agree to abide by the terms and conditions outlined in the *Festival and Special Event Assistance Program* and that the information provided in this application is true and accurate at the time of submission.

Signatory Name: Janice Cotter

Date: .November 26, 2024

Signature: 

The personal information collected on this form is collected, used, retained, disclosed, and disposed of in accordance with the *Freedom of Information and Protection of Privacy Act*. Should you have any questions or concerns about the collection of your personal information, please contact the Information and Privacy Coordinator at 604-469-4571 or foi@portmoody.ca.

This Page Completed by City

Application received on: November 27, 2024

This application is for an event that is:

- established (>3 years)
 recently started (<=3 years)
 Since: 2018
 new
 has been approved
 has not yet been approved

A grant for this event has been awarded one time(s) previously.

Amounts in the table below are the amount(s) awarded in past years, not the amount(s) requested.

Year	2019				
Fee Waiver	\$	\$	\$	\$	\$
In-Kind Support	\$	\$	\$	\$	\$
Financial Grant	\$8,795.30	\$	\$	\$	\$
Total Value	\$8,795.30	\$	\$	\$	\$

Festival and Special Event Assistance Program criteria met: Yes No

If no, specify reason:

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Funding Requested: Fee Waiver Value: \$ 900 (potential lost revenue)

In-Kind Support: \$ (funding required)

Financial Grant: \$ 6,950 (funding required)

Total Value of Support: \$ 7,850

Total Funding Requested: \$ 7,850 (In-Kind Support and Financial Grant)

Funding source recommendation:

Festival and Special Event Assistance Program Balance Available: \$ 28,750

Other:

Refer to Finance Committee to determine funding source

Notes:

1. A portion of the grant was returned to the City in 2019 due to strong sponsorship secured by the organizers.

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