

2026 FESTIVALS & EVENTS MICRO GRANT - PROGRAM GUIDE

1.0 PROGRAM OBJECTIVES AND ELIGIBILITY REQUIREMENTS

1.1 PROGRAM OBJECTIVES

Local festivals and events are important strategic investments in Edmonton. They provide opportunities for citizens and visitors to connect, be active in the community, and celebrate our heritage and diversity, and contribute to the local economy.

This grant program has been created to support smaller, outdoor community (Niche) festivals and events that showcase local talent, celebrate local histories and cultures, and add vibrancy to our city throughout the year.

1.2 ELIGIBILITY REQUIREMENTS

To be eligible for the Festival & Event Micro Grant, the festival or event must be hosted outdoors and align with the [City Plan](#) in one or more of the following ways:

- Encourage Indigenous led projects, programs, events and services (City Plan Direction 3.1.1.4)
- Embrace multicultural activities and events (City Plan Direction 3.1.2.3)
- Encourage healthy and active living by supporting community focused recreational, leisure, social and cultural programs. (City Plan Direction 1.1.1.4)
- Edmontonians can connect, be active in their community, and celebrate Edmonton's heritage, diversity and unique identity. (City Building Outcomes 1.2)
- Animate open spaces at all scales through programming, activities and events that encourage daily and all-season use. (City Plan Direction 2.3.3.4)
- A wide range of community festivals in partnership with community organizations. (City Plan Direction 2.3.3.1)
- Promote personal and community wellness and connection through inclusive and welcoming places. (City Plan Intention 1.1.1)



1.3 ELIGIBLE EVENTS AND EXPENSES:

1.3.1 Eligible types of events may include, but are not limited to:

- Events with a City-wide focus that do not serve a specific geographic neighbourhood or community
- Cultural / multicultural festivals, events or recognition activities
- Indigenous festival, events or recognition activities
- Concerts, performances, and music festivals
- Food, art and historical celebrations
- Parades

1.3.2 Eligible events must also:

- Take place in the city of Edmonton;
- Take place between January 1 and December 31, 2026;
- Held in-person with an attendance of 100 people or more;
- Be an outdoor public event with more than 80% of the event's programming and activities taking place outdoors;
- Be an event primarily located in the public realm (that is, located on [city parkland](#), [public open space](#), or road right-of-ways)
 - consideration may be given to events hosted on private land, if the event is fully open to the public
 - Please note: Indoor events are encouraged to consider [Edmonton Arts Council funding](#), if eligible
- Support local and publicly accessible programming
 - The event may be free to attend, require a participation fee, request a donation and/or be a ticketed event
- Produced by an organization (not an individual) that:
 - Is registered as not-for-profit or charitable
 - Business Improvement Area
 - Undertakes their work primarily in Edmonton, or has a history of significant activity in Edmonton when they also work elsewhere
 - Is in good standing (not in arrears) with the City of Edmonton
 - Is in good standing (not in arrears) with Corporate Registries
- Be insured with a minimum of \$2 million in general liability;



- Held in compliance with permitting or licensing requirements as required (Edmonton Fire, Development Services, etc); and public health requirements, restrictions and guidance imposed by the City of Edmonton, Alberta Health Services or the Government of Alberta.

1.3.3 Eligible Expenses:

- Events must have a minimum budget of \$1,000 to eligible for funding
- Event Operations including, but not limited to:
 - Event Insurance
 - Volunteer support (Examples include: event uniforms, food, equipment and training)
 - Temporary or enhanced infrastructure and/or equipment (tents, stages, perimeter fencing, toilets, etc.)
 - City expenses such as road closures, transit detours, Police personnel, permitting fees, parkland use fees, and other City expenses
 - Safety and security costs (Examples include: contract security, and first aid supplies)
 - Development and execution of health and safety, accessibility and sustainability plans
 - Marketing, advertising and communications;
 - Other production costs.
- Event Programming elements including, but not limited to:
 - Production and technical costs related to programming (staffing, performers, artists, volunteers, etc.)
 - Honorariums and wages for workers and artists who are not already employed as staff (event contract staff, artists, performers, etc).

The grant program will be assessed annually to confirm or modify eligibility and criteria.

1.4 INELIGIBLE EVENT TYPES AND EXPENSES:

1.4.1 Ineligible types of events include, but are not limited to:

- Events intended to serve the geographic neighbourhood or community, including block parties, play streets or community league events

- Community Leagues are invited to apply for the [Neighbourhood Funding Programs](#)
- Events of a primarily religious, faith based, political or commercial nature
- Events where the primary purpose is to raise funds for specific individuals, charities or groups
- Event that require membership to observe or participate and are not open to the public
- Private events (weddings, graduations, showers, celebrations of life, potlucks, awards ceremonies, roasts, etc)
- Organized runs, walks, active living events and opportunities to try or learn a new sport or activities
 - These events are welcome to apply for the for the [Community Services Live Active Grant](#)
- Sport Tournaments where membership is required to participate, including regular outdoor sport league play
 - Note: Cultural events that include sport and active living components may be considered
- Professional/semi professional spectator and/or sporting events
- Stand alone markets
- Virtual Events

1.4.2 Ineligible events also include:

- Events produced by an organization (not an individual) that;
 - Is a for-profit organizations
 - Is a Community League (Note: Events produced in partnership with three or more Community Leagues may be considered for a grant)
 - Community Leagues are invited to apply for the [Neighbourhood Funding Programs](#)
- Events where more than 20% of the activities and/or programming are hosted indoors
- Event that are (in whole or in part) an extension of regular or permanent programming
- Events hosted on school property during school hours
- Registered programs such as day camps, lessons, community programs, etc
- Conferences, symposiums, roundtables, workshops and other events not intended for the general public

- Charter Rights activities such as protests, rallies, demonstrations, processions, marches and vigils
- Performances, exhibitions or activities that promote or incite racism, hatred or violence
- Commercial, promotional or marketing activities (i.e., product demonstrations, merchandise sales, launches, etc.)
- Events run by government; City agencies, boards or commissions; educational and post secondary institutions (including student organizations) or political parties
- Signature or Foundational level events as defined and classified by the City of Edmonton, in keeping with the Festivals and Events Delivery Action Plan
- Mega, Major and Signature Attracted events that receive funding from Explore Edmonton and/or the City of Edmonton Partnerships and Event Attraction section

1.4.3 Ineligible Expenses:

- Volunteer honorariums or gifts
- Alcohol or cannabis; including related expenses
- Allowances or personal expenses for program registrants and participants
- Capital expenses such as construction, renovations or repairs or purchase of major equipment such as computers, video recorders or power tools
- Organization's base operational costs including
 - Salaries and expenses of existing staff
 - Office and administration fees, utilities, rent and/or rental of an applicant organization facility

2.0 APPLICATION PROCESS

- There is one scheduled intake for applications to the 2026 Festivals & Events Micro Grant. The deadline is Wednesday, April 15, 2026 at 11:59 PM.
 - If all funding is not allocated at that time, further intake dates will be considered.
- Organizations can apply retroactively for eligible festivals or events produced within the 2026 calendar year.
- Events being hosted in a "series format", meaning a similar program, on multiple dates and/or in multiple locations, only require one application for the series of events.

- Multiple events produced by one organization that have a different program content, purpose, dates, and/or location must submit an application (with required documentation) for *each* event.
- A copy of the application questions are available for download on the webpage. Please review them before starting the online application form.
- Incomplete applications will not be considered.
 - Examples include: required documents are not complete or not submitted and/or application questions are not answered.
- All applicants will be notified of the committee’s decision within eight (8) weeks of the grant deadline.
- Successful applicants will receive funds within eight (8) weeks of the Grant Committee’s funding decision.
- Applications will be assessed solely on the contents, attachments and information submitted in the application.

3.0 ASSESSMENT CRITERIA

Priority will be awarded to festivals and events in the following areas:

- Cultural / Multicultural Events;
- Indigenous Led or Indigenous Serving Events
- Events run or supported by a Business Improvement Areas

Grant funding awards will be considered based on the following criteria:

- Priority areas (Cultural / Multicultural, Indigenous, Business Improvement Area)
- Event size, scope, and scale (including expected attendance and location capacity);
- History of the event in Edmonton;
- Benefit to the public (cultural or recreational significance, supports engagement and representation of communities who have historically been marginalized and underrepresented);
- Public access (free events versus charging to attend or participate);
- Not-for-profit and charitable organizations or Business Improvement Area;
- Financial need (those organizations with sufficient funds to host the event without municipal support) and other City funding sources

4.0 FUNDING AND GRANT AWARDS

- Grant awards range from \$500 to \$10,000
 - Grant awards must not exceed 50% of the total cost of the event but are normally allocated in the range of 10-20% due to the demand for funding
 - Events must have a minimum budget of \$1,000 to be eligible for this program.
 - Grant funds must be used for eligible expenses only.
 - Organizations are eligible for a maximum grant award of \$10,000 per year regardless of whether the funding supports one event or multiple events.
 - Availability of funds and the number of eligible applications will determine the number and amount of grants awarded.
- Funding decisions made by the City of Edmonton are final and cannot be appealed.
- Funding to successful applicants will be in the form of an EFT (electronic funds transfer) or cheque which will be mailed to the address that you provide.
- Wherever possible, recipients are requested to acknowledge funding received from the City of Edmonton Festivals & Events Micro Grant program in related advertising or promotional materials. The City of Edmonton will provide logos as required.

5.0 FINAL REPORT

Successful applicants are required to provide a Final Report within 90 days of the completion of the festival or event. The Final Report Form will request the following information:

Outcome Reporting:

How the festival or event aligned with the City Plan in one or more of the following ways:

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Output Reporting:

- 3-5 Pictures of the Event (in operation). Ideally, these pictures should include:
 - one picture that includes as much of the event site as possible
 - one picture of a key event activity/program
 - one picture of the event element(s) the grant funding supported, if possible
- Final List of Event Activities and/or Programming
- Final Total Revenue \$ (actual, not estimated)
- Final Total Expenses \$ (actual, not estimated)
- Which eligible expense(s) was the grant funding spent on?

Measures:

- Which Ward was the event located in?
- Was the event located in a Business Improvement Area (BIA)?
- Final Event Attendance Number (estimated)
- Total Number of Years the Event Has Been Operating
- Total Number of Hours the Event Operated
- Total Number of Staff (during event)
- Total Number of Volunteers

Event Budget (Revenue & Expenses):

Ideally, the budget document that was submitted with the grant application will be used again in the Final Report to confirm the actual expenses & revenue versus the anticipated expenses & revenue.

Note:

- If your organization is awarded a grant, this list of Final Report requirements will be included in the Funding Letter.



- The link to the Final Report Form is available on the [grant webpage](#) under “Reporting Requirements”.
- The City of Edmonton has the right to audit any financial or event records associated with the grant funding upon request.
- Final Reports for the Festivals and Events Micro Grant may be considered part of the assessment of any future applications by the organization to the same grant program.
- Receipt of the Final Report is a precondition for future eligibility in *any* City of Edmonton grant program.

6.0 CONTACT INFORMATION

If you have questions for our team, please email us at EventsMicroGrant@edmonton.ca