



# Chinatown Activation Microgrant 2025 Guidelines

## Description

This microgrant offers up to \$3,000 for small-scale initiatives in Chinatown. The funding supports events and activities that energize Chinatown, celebrate its rich heritage, and bring innovative ideas to life.

## Who can apply?

Individuals, community groups, businesses, nonprofits, collectives, cultural and social groups.

## Eligible Initiatives

Initiatives must fall under one or more of the following categories:

1. **Cultural Education:** Preserve, celebrate, and share the rich cultural heritage and traditions of Chinatown.
2. **Child/Youth Engagement:** Foster cultural connections across generations, focusing on inspiring younger audiences.
3. **Hands-On Learning:** Promote skill-building to pass down cultural heritage through experiential learning.

The Chinatown Activation Microgrant supports initiatives that promote respect and dignity of all people regardless of race, culture, national or ethnic origin, religion, education, age, ability, sexual orientation, gender identity or expression, or socio-economic status. We do not support political initiatives, rallies, protests, fundraising, annual general meetings, or banquets.

## Event Ideas

Cultural Education	Youth Engagement	Hands-On Learning
<ul style="list-style-type: none"> <li>- Workshops on traditional Chinese art and art forms, including music, dance, calligraphy, opera and others.</li> <li>- Celebrating Asian festivals such as the Mid-Autumn Moon Festival and making mooncakes or paper lanterns</li> <li>- Pan Asian cooking classes, including Vietnamese, Malaysian, Szechuan, etc.</li> <li>- Language classes from different regions</li> </ul>	<ul style="list-style-type: none"> <li>- Chinese Chess Tournament</li> <li>- Intergenerational talks or activities</li> <li>- Classic Chinese movie night</li> <li>- Youth-led programs to encourage youth leadership.</li> </ul>	<ul style="list-style-type: none"> <li>- How to wrap dumplings, Zongzi, or dim sum.</li> <li>- Growing Chinese vegetables.</li> <li>- Learning about Traditional Chinese Medicine.</li> <li>- Family storytelling programs for young parents.</li> </ul>

## Additional Requirements

- Initiatives must occur within Chinatown (including Harmony Park).
- Initiatives should benefit the entire Chinatown community. While targeting a specific demographic is acceptable, the opportunity must remain open to all citizens.

- This microgrant cannot fund initiatives involving the serving or consumption of liquor or cannabis.
- This microgrant cannot fund projects related to political advocacy and fundraising.

## Grant Considerations

We prioritize initiatives that:

- Promote volunteerism and encourage collaboration among citizens in planning and delivery.
- Foster cooperation between individuals and groups within the neighborhood.
- Strengthen community leadership skills and build capacity.
- Creatively activate underutilized indoor or outdoor spaces.

## How much funding is available?

With total funding of \$45,000 in 2025, the Chinatown Activation Microgrant supports small initiatives by covering up to 100 percent of eligible expenses, up to a maximum of \$3,000.

## Timeline:

- Apply at least 30 days before the intended start date of the initiative. If your initiative start date is in February or March, please reach out to [chinatown@calgary.ca](mailto:chinatown@calgary.ca).
- Initiative must be completed by **December 31, 2025**.
- After submitting your application, it may take 3 to 4 weeks to receive the results.
- Applicants may receive up to two Chinatown Activation Microgrants per year.
- Intake is ongoing for initiatives until the funding is fully subscribed.

## Eligible expenses

Eligible expenses may include, but are not limited to:

- Honorariums and fees for artists, performers, and volunteers. **Note:** The City of Calgary Arts and Culture Chinatown Activation Microgrant supports the [CARFAC-RAAV Minimum Recommended Fee Schedule](#) and the [Dance · Opera · Theatre Policy \(caea.com\)](#), which provides guidelines on what artists should be paid for their copyright and other professional services.
- Wages for contractors, technicians, and workers who are not already employed as staff.
- Production and technical costs related to artistic programming.
- Marketing and communication costs associated with promoting the initiative.
- Initiative-specific equipment, materials, and supplies (including transportation of these items).
- Tobacco products and accessories used for Elder offerings and Truth and Reconciliation activities.
- Initiative-specific venue costs, such as venue rental fees, utilities, and event cancellation insurance.
- Training and support for volunteers.
- Development and implementation of health, safety, and accessibility plans.
- Permitting fees and other expenses for City services (i.e., parks permit, road closure permit).
- Other expenses and supplies that the Arts and Culture Division deems reasonable and necessary.

## **Ineligible expenses**

This microgrant does not cover capital expenses or operational costs associated with your organization's day-to-day functions. Ineligible expenses include:

- Office and administration fees, including office supplies, bookkeeping, postage, etc.
- Overhead costs such as utilities, rent, mortgage, etc.
- Travel, accommodation and meal allowance costs.
- Compensation for existing staff, grant writers, reporters.
- Capital investments (i.e., building permanent infrastructure, construction, renovations, repairs, or the acquisition of significant equipment such as computers, video recorders, or power tools).
- Expenses incurred prior to the application approval.
- Expenses that are not directly relevant to the initiative being applied for.
- Expenses that are already covered by other funding sources.
- Prize monies, trophies, or medals.
- Fundraising activities, donations, contingency funds, or repayment of deficits or debts.
- Commercial activities.
- Alcohol or cannabis.
- Expenses and supplies deemed unreasonable and unnecessary by the Arts and Culture Division.

## **Reporting back to us**

Chinatown Activation Microgrant recipients will be required to share their success by providing a final report within 60 days after the initiative is completed. The reporting template will be provided upon microgrant approval. We may visit your initiative and provide feedback for future funding eligibility.

We ask that recipients acknowledge the City of Calgary as a funder in any related digital or print advertising, promotional materials and public communication. The City of Calgary will publish a list of Chinatown Activation Microgrant recipients and the funding amount awarded.

## **How to Apply**

1. To apply, please complete the 2025 Chinatown Activation Microgrant Application Form. Ensure you provide as much detail as possible. This is an opportunity to refine your idea and outline actionable steps.
2. We strongly recommend contacting us at [chinatown@calgary.ca](mailto:chinatown@calgary.ca) to schedule a 30-minute meeting to discuss your initiative.
3. After completing your application, submit it via email to [chinatown@calgary.ca](mailto:chinatown@calgary.ca)

Questions? Email [\*\*chinatown@calgary.ca\*\*](mailto:chinatown@calgary.ca)