

**From:** [Kyle Sampson](#)  
**To:** [COVID Tourism Recovery TACS:EX](#)  
**Subject:** BCFFE Fund\_The Best Damn Music Festival  
**Date:** Thursday, September 30, 2021 1:16:36 AM  
**Attachments:** KSP -bcffe\_fund\_application\_form.pdf  
s.21; s.22

[TBDMF -CityOfPrinceGeorge-MayorEcDev-LetterOfSupport\\_2021.pdf](#)  
[TBDMF -NorthernHealthSpiritOfTheNorth-LetterOfSupport\\_2021.pdf](#)  
[TBDMF -ShirleyBond-LetterOfSupport\\_2021.pdf](#)  
[TBDMF -TourismPG-LetterOfSupport\\_2021.pdf](#)  
[TBDMF -PGChamberOfCommerce-LetterOfSupport\\_2021.pdf](#)

**[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.**

Good evening,

I am looking to receive acknowledgement of receipt of this email submission of my application and its attachments.

I would like to start by sharing how I am grateful that the Provincial Government has provided this extraordinary one-time grant opportunity; the British Columbia Fairs, Festivals and Events Recovery Fund. This funding opportunity is truly providing significant support to organizations like mine who struggled during the pandemic, and are now trying to play a meaningful role in our province's economic restart efforts. A sincere 'thank you' for this exciting opportunity to submit our application.

**You will find the following within the 9 attachments included within this email:**

**1. Grant Application Form**

File Name: "KSP -bcffe\_fund\_application\_form.pdf"  
s.21; s.22

**5. Letter of Support - City of Prince George**

File Name: "TBDMF -CityOfPrinceGeorge-MayorEcDev-LetterOfSupport\_2021.pdf"

**6. Letter of Support - Shirley Bond, MLA**

File Name: "TBDMF -ShirleyBond-LetterOfSupport\_2021.pdf"

**7. Letter of Support - Northern Health / Spirit of the North Healthcare**

File Name: "TBDMF -NorthernHealth/SpiritOfTheNorth-LetterOfSupport\_2021.pdf"

**8. Letter of Support - Tourism Prince George**

File Name: "TBDMF -TourismPG-LetterOfSupport\_2021.pdf"

**9. Letter of Support - Prince George Chamber of Commerce**

File Name: "TBDMF -PGChamberOfCommerce-LetterOfSupport\_2021.pdf"

**PLEASE NOTE:** In the event that you experience any difficulty or issue accessing the files attached to this email, we have included all of the above mentioned documents within this dropbox link for your convenience and easy access:

s.21; s.22

If you have any questions, comments, or concerns or are requiring any further clarification about our application or its contents, or of our event or business, please do not hesitate to reach out at your convenience. My contact information is included within my email signature. Likewise, the signatories on each of the attached Letters of Support have indicated that they are welcoming of further discussion and correspondence if necessary in support of our application.

Sincerely,  
-Kyle Sampson

--

Thanks,  
**Kyle Sampson**  
[kyle@kylesampson.ca](mailto:kyle@kylesampson.ca)  
250-649-9231

# BC Fairs, Festivals and Events Recovery Fund (BCFFE Fund) – APPLICATION FORM

## Fund Contact Information: Tourism, Arts, Culture and Sport

[COVID.Tourism.Recovery@gov.bc.ca](mailto:COVID.Tourism.Recovery@gov.bc.ca)

[www.gov.bc.ca/fairs-festivals-events-recovery](http://www.gov.bc.ca/fairs-festivals-events-recovery)

APPLICANTS MUST COMPLETE ALL SECTIONS OF THE FORM. PLEASE REVIEW THE BCFFE FUND GUIDELINES IN DETAIL BEFORE COMPLETING THE APPLICATION FORM.

### SECTION 1 – APPLICANT INFORMATION

LEGAL NAME OF APPLICANT ORGANIZATION  KYLE SAMPSON PRODUCTIONS INC.	Indicate whether or your organization is: <input type="checkbox"/> not-for-profit <input checked="" type="checkbox"/> business (for profit) <input type="checkbox"/> local government <input type="checkbox"/> Indigenous Nation <input type="checkbox"/> other _____
PRIMARY CONTACT NAME AND TITLE Kyle Sampson	PRIMARY CONTACT PHONE NUMBER 250-649-9231
PRIMARY CONTACT EMAIL ADDRESS kyle@kylesampson.ca	SECONDARY CONTACT NAME AND TITLE Chris Van Luven
SECONDARY CONTACT PHONE NUMBER s.22	SECONDARY CONTACT EMAIL ADDRESS bestdamnmusicfestival@gmail.com
APPLICANT ORGANIZATION'S BUSINESS MAILING ADDRESS s.22	APPLICANT ORGANIZATION'S WEBSITE ADDRESS www.kylesampson.ca

### SECTION 2 – EVENT INFORMATION

EVENT NAME THE BEST DAMN MUSIC FESTIVAL: Two Days of Great Country Music	EVENT TYPE (indicate which category best describes your event):	
EVENT DATE(S)  August 12, 2022 August 13, 2022	<input type="checkbox"/> Sporting events & festivals	<input type="checkbox"/> Arts & culture events & festivals
	<input type="checkbox"/> Community celebrations & gatherings	<input type="checkbox"/> Agricultural fairs, exhibitions, and rodeos
	<input checked="" type="checkbox"/> Live music festivals	<input type="checkbox"/> Other: _____
EVENT WEBSITE ADDRESS N/A - Coming Later	LOCATION(S) OF EVENT Exhibition Park @ CN Centre (2187 Ospika Blvd S, Prince George, BC, V2N 6Z1)	

1. EVENT DESCRIPTION: Please provide a description of your event (250 word maximum). If your event is recurring, you may wish to include links to past media coverage.

The Best Damn Music Festival is a 2-day outdoor festival featuring live entertainment, food vendors, and other interactive activities. It was originally set to take place in Prince George, on September 10/11, 2021 - bringing in some of the 'best damn' country music performers. In the week prior to the event, there was a sudden increase in public health restrictions in response to the rising Covid-19 cases throughout the Northern Health Region; therefore, the festival was postponed to August 12/13, 2022. Unfortunately, this setback caused significant financial hardship on the event, which is why this grant is imperative to the success of next year's event.

2. FORECAST OR ACTUAL EVENT ATTENDANCE

Participants/Athletes/Artists	Numbers
International Participants	Approx. 3
National Participants (from outside of BC)	Approx. 25
Regional Participants (from BC but outside host community)	Approx. 12
Local Participants	Approx. 25
<b>Total Participants/Athletes/Artists</b>	<b>65</b>
Attendees/Spectators	
International Attendees	Estimated 25 - 50
National Attendees (from outside BC)	Estimated 175 - 200
Regional Attendees (from BC but outside host community)	Estimated 1300 - 1750
Local Attendees	Estimated 2000 - 3000
<b>Total Attendees/Spectators</b>	<b>Estimated 3500 - 5000</b>

# BC Fairs, Festivals and Events Recovery Fund (BCFFE Fund) – APPLICATION FORM

3. Has this event been held in BC before? If yes, when, and where?  
No.

4. If this is a recurring event, what was the total attendance in each of the past two years prior to the COVID-19 pandemic?  
N/A

5. Does your event demonstrate alignment with (choose one, or more)?

<input checked="" type="checkbox"/> Strategic Framework for Tourism in B.C.	<input type="checkbox"/> Strategic Framework for Sport in B.C.
<input checked="" type="checkbox"/> Strategic Framework for the B.C. Arts Council	<input checked="" type="checkbox"/> Mandate Letter for the Minister of Tourism, Arts, Culture and Sport

Describe how your events aligns with the selected strategies above (500-word maximum).

The BDMF aligns with both the Strategic Framework for Tourism, as well as the Strategic Framework for the BC Arts Council. Further, we are proud that events like ours are shown support in documents such as the Mandate Letter for the Minister of Tourism, Arts, Culture and Sport.

Regarding the Strategic Framework for Tourism, this event relates to subsection "Support for communities" as it seeks to invest in multicultural events and festivals. It also focuses on making tourism more inclusive and accessible as we are seeking to promote Northern BC by bringing in top notch national, regional, and local entertainment. Additionally, this event will be organized in an inclusive and accessible manner, and the event's General Admission structure allows for patrons to have flexibility with their seating choices. Lastly on this topic, we hope to grow the visitor economy by making this a successful annual event in which participants can plan in the coming years, resulting in increased bookings in accommodations, increased visitation to

## SECTION 3 – COMMUNITY IMPACT

6. Jobs & Volunteers

Provide an estimate of the total number of combined temporary, seasonal, casual, contract, part-time and regular full-time jobs supported by your event.	s.21
Provide an estimate of the total wages you paid or anticipate paying for staff at the event (\$).	
Provide an estimate of the total number of volunteers engaged by your event.	

7. How does your event support (250-word maximum):

- community confidence in hosting visitors or public gatherings, and
- wellbeing for participants or residents?

This event supports community confidence in hosting visitors and/or public gatherings as the venue has been specifically chosen in accordance with the current government restrictions surrounding the pandemic. The festival will take place in a large outdoor space (approx 150,000 square feet) which allows for people to gather while keeping a safe distance from those that are not within their social bubble. Offering a large-scale event like this will set a strong precedent that moving forward, our community can still experience, plan, and host events and gatherings while keeping ourselves, our community, and

8. How does your event stimulate the local or regional economy, increase visitation to your community or region (particularly in non-peak seasons) and provide non-economic benefits for the community? (250-word maximum)

This festival will stimulate the economy in two key ways. First, it encourages locals and visitors to patronize and support local businesses such as: restaurants, vendors, local attractions, hotels, retailers, etc.. Next, the festival will provide a significant number of casual and limited-basis jobs to folks like bartenders, security, first-aid personnel, food vendors, merchandisers, production crew, janitorial staff, and more. We are projecting to create an estimated 150-200 temporary/casual jobs, and another 75 volunteer positions.

9. Describe how your event actively promotes diversity, equity, inclusion and/or advances reconciliation with Indigenous partners. (250-word maximum)

Our event focuses largely on the inclusion of the entire Northern community, which has a large Indigenous population. This event will be working hand in hand with Indigenous partners in regards to marketing including advertising and partnership with CFNR (Canadian First Nations Radio), local businesses and vendors, and local performers including the Rick Stavely Band, a Metis country music band. Additionally, we intend for a portion of the event to include local Elders as they acknowledge the territory and welcome participants through a traditional musical performance. For this portion, we intend to partner with the local and long-standing Kheest'oon drumming group, which is made up of Lheidli T'enneh members and friends. It is our goal to showcase

## SECTION 4 – BUDGET AND USE OF FUNDS

10. Funding request. Funding may be requested up to 20% of the total event budget, to a maximum of \$250,000.  
\$ 157,000.00

11. Use of funds: If grant funding is provided to your organization, please describe how you would use the funds. Please refer to the Program Guidelines for a listing of eligible use of funds.

The funds we receive through our successful grant application will be utilized to help with the overall operational costs and expenses of the event. The primary use for the funds would be for artist/performer fees including our local, regional, and national artists. Additionally, we will also dedicate a portion of the funding to support the honorariums for the indigenous drummers and Elder who will open the event and welcome patrons to the traditional territory of the Lheidli T'enneh First Nation. The maximum allowable funding is lesser than the total performer/artist budget, therefore further allocation of the funds will be required.

12. Event Budget: Using the template provided, please attach a detailed event budget, providing the expected revenue, expenses, and all funding sources. The event budget must include total operating costs related to the event and should not include the requested BCFFE Fund amount. Include the event budget in the list of attachments in Section 5.

## BC Fairs, Festivals and Events Recovery Fund (BCFFE Fund) – APPLICATION FORM

13. Is this event seeking and/or receiving other government funding? List all federal and provincial programs contributing funding, the amounts provided or requested, and whether funding is confirmed or pending.

	Name of Program / Grant	Total amount of Funds Sought or Received	Pending/Confirmed
PROVINCIAL	N/A	N/A	N/A
FEDERAL	N/A	N/A	N/A

### COVID-19 Impacts

14. Briefly describe how the COVID-19 pandemic has impacted your event financially and how the BCFFE Fund would allow your event to be successful. (250-word maximum)

The COVID-19 pandemic severely impacted our event as case numbers dramatically increased in the Northern Health Region in the two weeks prior to the event. With the safety of our community being at the forefront, our team, in consultation with Northern Health Officials, determined that we were unable to comply with the newly heightened restrictions and provide a safe event. Therefore, we were forced to postpone the event.

As the postponement took place so close to the scheduled start date of the event, many expenses were already incurred, the majority of which was non-refundable. At this point in time, our goal remains the same; to bring an opportunity to the North for our community and surrounding communities to experience live music, the enjoyment of arts and culture, and the opportunity to safely socially gather. The successful receipt of the BCFFE Fund will allow

## SECTION 5 – ATTACHMENTS

Please list the attachments to your application. Review the Required Documentation checklist in Section 5 of the Fund Guidelines to ensure your application is complete.

There are a total of 9 attachments with our application, including this application form.

Below is the list of our attachments, what the attachment includes, and the file name associated with each attachment to allow for easy location of each file, and also so there is no confusion. Of the 9 attachments, 5 files include our support letters for our application, and the remaining 4 files include this application, the budget, the direct deposit application, and our bank direct deposit form.

- 1) The Best Damn Music Festival Application Form (BCFFE Application .pdf Template)  
File Name: "KSP -bcffe\_fund\_application\_form.pdf"

## SECTION 6 – APPLICANT ATTESTATION

The Applicant Organization is advised that (a) information collected is subject to the *Freedom of Information and Protection of Privacy Act*, and (b) the *Income Tax Act*, (Canada) may apply to grant funds received by the Applicant Organization. The Applicant Organization is responsible for obtaining appropriate legal, accounting, and other professional advice with respect to any obligations under this or other legislation.

On behalf of KYLE SAMPSON PRODUCTIONS INC., Kyle Sampson \_\_\_\_\_ certify  
(Organization Name) (Head of Organization Name and Title)

that the information contained in this application form is to the best of my knowledge, correct and complete.

**Signature:**

Kyle  
Sampson

Digitally signed by Kyle  
Sampson  
Date: 2021.09.30  
00:17:43 -07'00'

**Date:**

9/30/21

Page 06 of 30

Withheld pursuant to/removed as

s.17 ; s.21

Page 07 of 30

Withheld pursuant to/removed as

s.17 ; s.21

Internal Use Statistics		
Percentage of Expenses covered by BCFFE	Other Funding	Percentage of Revenue
#DIV/0!	Applicant Organization	30.81%
	Local Government	0.00%
	Provincial Government	0.00%
	Federal Government	0.00%
	Donations	0.00%
	Sponsorship	5.81%
	Other (specify)	#DIV/0!



Page 09 of 30

Withheld pursuant to/removed as

s.21 ; s.22

## INSTRUCTIONS FOR COMPLETING THE DIRECT DEPOSIT APPLICATION

### General Information

Complete this form if you want to start, change or cancel direct deposit payments from the Province of BC. Allow 6 to 8 weeks to process your application.

### Part 2 – Banking Information

Direct deposit is only available for Canadian funds to Canadian financial institutions.

Complete Part 2 of this form with your bank account information. Attach a copy of an original voided personalized cheque, encoded deposit slip or other supporting documentation from your financial institution that confirms your account information. If supporting documentation is not available, your bank can verify the information by stamping the application form.

Name P.O. Box City, Canada H0H 0H0	<b>Example</b>	Cheque No. 0000000
Pay to the order of	<i>Void</i>	\$ _____
		Dollars
		Signature _____
⑈ 9999 ⑈ ⑈ 999999 ⑈ 9999 ⑈ 999 ⑈ 9999 ⑈ 9 ⑈		
1	2	3
4		

1. Cheque number – not required
2. Transit (branch) number – 5 digits
3. Bank (institution) number – 3 digits
4. Bank account number – as shown on your cheque

Do not close your bank account prior to confirming that the direct deposit service information has been updated for Province of BC payments. Closing the account prior to updating the account information may result in the payment being delayed.

If the payment cannot be deposited to the banking information on file, a cheque will be issued and mailed to the address on file.

Continued on **Page 3**.

## INSTRUCTIONS FOR COMPLETING THE DIRECT DEPOSIT APPLICATION

### Sending in Your Application

To avoid delays in processing it is important to send your completed application form and supporting documentation with your next request for payment or invoice to the ministry program issuing your payments.

Follow the instructions provided by the ministry contact or check the ministry program's website for information.

Alternatively, applications can be mailed to:

Ministry	Mailing Address
Ministry of Children & Family Development (For Medical Benefits)	Medical Benefits PO Box 9763 Stn Prov Govt Victoria BC V8W 9S5
Ministry of Children & Family Development (For Autism Funding)	Specialized Provincial Services PO Box 9776 Stn Prov Govt Victoria, BC V8W 9S5
Ministry of Children & Family Development (For Affordable Child Care Benefit)	Child Care Service Centre PO Box 9953 Stn Prov Govt Victoria BC V8W 9R3
Ministry of Children & Family Development (For Child Care Operating Funding)	Child Care Operating Funding PO Box 9965 Stn Prov Govt Victoria BC V8W 9R4
Ministry of Children & Family Development (For multiple MCFD programs, or if you are unsure of your applicable program)	Accounting Operations – XDA PO Box 9769 Stn Prov Govt Victoria, BC V8W 9S5
Ministry of Social Development & Poverty Reduction	Financial Services – Victoria PO Box 9950 Stn Prov Govt Victoria, BC V8W 9R3
Ministry of Forests, Lands, Natural Resource Operations & Rural Development (For Rural Development; Agriculture; Environment; Energy Mines & Petroleum Resources; Indigenous Relations & Reconciliation)	CSNR Financial Operations PO Box 9356 Stn Prov Govt Victoria, BC V8W 9M2
Ministry of Finance (For all other ministries – application will be redirected to the ministry issuing payment to the supplier/service provider)	Treasury Payment Services PO Box 9414 Stn Prov Govt Victoria, BC V8W 9V1

Page 12 of 30

Withheld pursuant to/removed as

s.21 ; s.22



## OFFICE OF THE MAYOR

1100 Patricia Blvd. | Prince George, BC, Canada V2L 3V9  
p: 250.561.7600 | [www.princegeorge.ca](http://www.princegeorge.ca)

September 22, 2021

Ministry of Tourism, Arts, Culture and Sport  
PO Box 9896 Stn Prov Govt  
Victoria, BC V8W 9T9

Re: BCFFE Fund\_ 'The Best Damn Music Festival'

To Whom It May Concern:

I am pleased to write a letter of support for Kyle Sampson Productions' event 'The Best Damn Music Festival' (TBDMF), an event that was originally scheduled to take place in September 2021 but, due to the COVID-19 pandemic, has been rescheduled to August 12/13, 2022.

As our community looks forward to 2022, we know that a return to sport, arts and cultural events will be important drivers of economic and social recovery in our community. TBDMF will engage and support local businesses, accessing services and drawing regional tourism to our city as it showcases a slate of provincial, national and local entertainers.

As COVID-19 cases rose in the Northern Health region late in August and early September, this inaugural event was cancelled by the organizers in the interest of public safety. We look forward to seeing TBDMF make its debut in our community next summer and contribute to our COVID-19 economic restart.

The City of Prince George is proud to provide its support to the TBDMF and we hope that their grant application will receive favourable consideration.

Sincerely,

Mayor Lyn Hall  
City of Prince George

September 28, 2021

Ministry of Tourism, Arts, Culture and Sport

Re: BCFE Fund\_ 'The Best Damn Music Festival'

To whom it may concern,

The City of Prince George administration is pleased to offer its support for Kyle Sampson Productions' event 'The Best Damn Music Festival' (TBDMF).

Events such as TBDMF are a significant economic driver for the city of Prince George and contribute to the livability of our city as well as the greater region of northern British Columbia. Occurring over the course of two days, this event encourages overnight stays for tourists who travel to Prince George to attend, eat in local restaurants and visit other local businesses, all of which have been greatly impacted by COVID-19 and can benefit from an expanded customer base,

In the summer of 2021, Kyle Sampson Productions worked hard to plan TBDMF as a means to give the community and region an exciting event to look forward to following 18 months of restrictions which prevented gatherings of all sizes. Unfortunately an uptick of COVID-19 cases in the Northern Health region prevented TBDMF from occurring as planned, however, Kyle Sampson Productions has committed to pursuing the event again in 2022 regardless of the lost revenue already incurred. The administration of the City of Prince George appreciates the resilience of the organizing committee and their commitment to continue bringing events to Prince George in the future, which is much needed to contribute to the recovery phase of the pandemic and to give residents of northern British Columbia something to look forward to.

Thank you in advance for your consideration of this application,

Sincerely,



Melissa Barcellos, Ec.D.  
Manager, Economic Development  
City of Prince George  
250-561-7583  
[melissa.barcellos@princegeorge.ca](mailto:melissa.barcellos@princegeorge.ca)

September 28, 2021

Ministry of Tourism, Arts, Culture and Sport  
PO Box 9896 Stn Prov Govt  
Victoria, BC  
V8W 9T9

Re: BCFF fund – The Best Damn Music Festival, Prince George BC

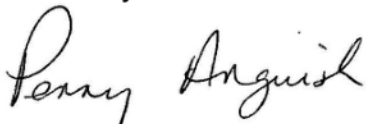
On behalf of Northern Health, I am pleased to write a letter of support for Kyle Sampson Productions' event 'The Best Damn Music Festival' (TBDMF). This event was originally planned for September 2021, but was rescheduled to August 12/13, 2022 due to rapidly rising COVID-19 cases as part of the pandemic's 4<sup>th</sup> wave in the north.

Live music events such as The Best Damn Music Festival are important economic drivers for the City of Prince George with attendees travelling in from all across the North. In addition to the positive impact on hotels and restaurants, the event organizers utilize local and regional resources for technical services, security, food and beverage providers, all of which support our local economy. The timing of the event was intended to kick off the local economic restart, but unfortunately it had to be cancelled given the sudden changes in the COVID-19 status across the north, a development that had a significant financial impact for the organizers.

Northern Health appreciated that during planning for the September 2021 event, the organizers took great care to engage our public and environmental health staff and ensure not only that required infection control protocols were followed and safety plans were in place, but they also worked with us to incorporate a COVID-19 pop-up clinic as part of the event to promote vaccinations, something we are assured they would be pleased to include again next year if further vaccines are required.

We are pleased that Kyle Sampson Productions has committed to the event again in 2022 and fully support his grant application.

Yours truly



Penny Anguish  
Northern Interior Chief Operating Officer Northern Health.

September 22, 2021



Ministry of Tourism, Arts, Culture and Sport  
PO Box 9896 Stn Prov Govt  
Victoria, BC V8W 9T9

Re: BCFFE Fund – ‘The Best Damn Music Festival’

To Whom It May Concern:

On behalf of the Spirit of the North Healthcare Foundation, I am pleased to write a letter of support for ‘THE BEST DAMN MUSIC FESTIVAL’, an event that was originally intended to take place in early September 2021 but is now scheduled for August 12/13, 2022, due to the barriers and restrictions in place through the PHO during the Covid-19 Pandemic.

It is my pleasure to provide support and endorsement for their application for a grant from the Fairs, Festivals and Events Recovery Fund. Annually we support the Business Students at UNBC through their volunteer hours and understanding of the charitable sector. As part of this work, they volunteer for our events and help raise funds that are directed to healthcare through the foundation. This was a missed opportunity for this year, but we are hopeful that next year the opportunity would still be available for us and our volunteer students to not only attend, but also understand the capacity of organization and scope an event like this takes, and the benefit to the community because of those who step up and organize.

An intended \$10,000 as a minimum was designated for these students towards their fundraising goal when the planning stages of this was developed. Our students were keen, willing to give up their weekend, and offered a helping hand. It is our belief and hope that the same opportunity will be extended in 2022.

We are proud to work with the organizers and promoters of the event next year and it is our sincere hope that this grant will receive your utmost consideration.

Sincerely,

Judy Neiser, CEO  
Spirit of the North Healthcare Foundation





September 22, 2021

To whom it may concern,

I am writing today in support of *The Best Damn Music Festival's* application to the Fairs, Festivals, and Events Recovery Fund. Unfortunately, due to recent additional COVID-19 restrictions in Northern BC, the event had to be postponed. The opportunity to apply for support from the recovery fund is critical in order to allow the organizers to host the postponed event in 2022.

Live events like *The Best Damn Music Festival* draw participants from all around the Northern region and serve as an economic driver for both Prince George and beyond. Live events have a significant economic benefit to local industry and services. Events like this one, use regional resources and create demand for local accommodation and hospitality. We have seen the benefits across multiple sectors of our local economy. The live events sector has been devastated by the impacts of COVID 19. Public health restrictions have made holding concerts like this one in a safe and compliant format, virtually impossible. The impacts have been felt economically by many small businesses and organizations in our community and province.

The recent public health situation in Northern BC meant that the concert could not proceed this year, but organizers have committed to holding the event in 2022, despite significant losses due to the sudden and unexpected cancellation of this year's event.

This music festival will not only generate revenue and much needed support for local businesses, but it will also provide a badly needed opportunity for Northern residents to celebrate and enjoy being in community once again.

I strongly urge you to consider supporting this application. I would be happy to provide further information or answer any additional questions that you might have.

Shirley Bond MLA  
Prince George Valemount  
Interim Leader of the Official Opposition



September 20, 2021

To whom it may concern:

I am writing in support of the Best Damn Music Festival's application for the Fairs, Festivals, and Events Recovery Fund. The recovery fund is crucial to the ability to host the postponed event in 2022.

Tourism Prince George's mission is to develop the tourism sector in the city. Event hosting is a major area within the tourism industry and it plays a key role in diversifying our local economy and driving the growth of regional tourism. Building off the legacy of hosting the 2015 Canada Winter Games and other large scale events, Prince George is now well positioned as one of western Canada's premier event hosting destinations.

The Best Damn Music Festival was shaping up to be one of Prince George's premier events, attracting visitors from all over Western Canada to attend the two-day music festival. Tourism Prince George provided passionate backing to the 2021 version of this event, and plans on building upon that for 2022. The success of grant application will allow for the Best Damn Music Festival to return and provide another great event that drives visitation.

Tourism Prince George has provided enthusiastic support to the event organizers. Should this application be successful, will work closely to ensure the success of next summer's Best Damn Music Festival and promote it to locals and visitors alike.

Sincerely,

A handwritten signature in black ink, appearing to read "Colin Carson".

Colin Carson  
Chief Executive Officer  
Tourism Prince George Society

TOURISMPG.COM



T: 250 562 3700

TF: 800 668 7646

F: 250 564 9807

Suite 101-1300

1st Ave Prince George, BC  
Canada V2L 2Y3



Ministry of Tourism, Arts, Culture and Sport  
PO Box 9896 Stn Prov Govt  
Victoria, BC V8W 9T9

**Re: BCFFE Fund – ‘The Best Damn Music Festival’**

To Whom It May Concern:

On behalf of Prince George Chamber of Commerce, we are pleased to write a letter of support for ‘THE BEST DAMN MUSIC FESTIVAL’ (TBDMF), an event originally slated to take place in early September, 2021. However, due to on-going COVID19 case concerns surrounding the Delta variant, it is now scheduled for August 12/13, 2022.

The challenges of COVID19 have most significantly impacted the live events sector and ‘gig economy’. As such, we are submitting this letter of support for their grant application under the Provincial Governments Fairs, Festivals and Events Recovery Fund. It is our belief, backed up by supporting data from similar events in the City of Prince George, that the BDMF will be a significant economic driver for our City and the Northern Region of the Province. Live events are proven economic drivers and, given the pent up desire for festivals in our region, we know that people will travel, engage hotels and dine out – all significant factors to strong economic recovery and resiliency.

Local event organizers have committed to utilizing local and regional resources, including but not limited to; food and beverage service providers, technical and infrastructural event service providers, and the inclusion of local entertainers added to the list of provincial and national entertainers.

Despite significant losses to event organizers as a result of the necessary cancellation in September 2021, we are excited and grateful for their recommitment to hosting this event in Prince George next summer.

The Prince George Chamber of Commerce is proud to provide its support to TBDMF and we hope that their grant application will receive favourable consideration.

Sincerely,

Todd Corrigan  
CEO, Prince George Chamber of Commerce

## BC Fairs, Festivals, & Events Fund

### APPLICATION EVALUATION FORM

NAME OF APPLICANT		APPLICATION NUMBER
Kyle Sampson Productions Inc.		446C_TheBe
EVENT NAME		EVENT DATES
The Best Damn Music Festival		August 12, 2022 - August 13, 2022
LOCATION		REGION
Prince George		KR
APPLICANT TYPE (Sport, Arts & Culture, Community, Agriculture, Live Music, Other)	EVENT OPERATING BUDGET	BCFFE FUNDING REQUEST (One time grant only)
Live Music Festivals	s.21	\$157,000

### PROJECT SCREENING – Mandatory eligibility criteria – No points

	Yes/No	Notes
1. Event falls between July 1, 2021 and September 30, 2022	Y	
2. Event has minimum operating budget of \$10,000	Y	
3. Event type is eligible (see program guidelines)	Y	
4. Event is on a single day or recurring on fewer than 21 days in a calendar year	Y	

#### MINISTRY TECHNICAL REVIEWER – DECISION TO PROCEED WITH EVENT ASSESSMENT

Identify items missing that result in project removal from further grant funding consideration

### PROJECT ASSESSMENT – No points

1. <b>Brief Event Description:</b> The Best Damn Music Festival is a 2-day outdoor festival featuring live entertainment, food vendors, and other interactive activities. It was originally set to take place in Prince George, on September 10/11, 2021 - bringing in some of the 'best damn' country music performers. In the week prior to the event, there was a sudden increase in public health restrictions in response to the rising Covid-19 cases throughout the Northern Health Region; therefore, the festival was postponed to
--

<p>August 12/13, 2022. Unfortunately, this setback caused significant financial hardship on the event, which is why this grant is imperative to the success of next year's event.</p> <p>The festival will feature approximately 8 bands, some of which are local to our community, while others are known internationally; all Canadian Artists. It is our hope that Covid-19 restrictions will be lifted by August 2022, however, organizers are planning the event with Covid measures in mind. The event is set to take place in a large outdoor space which allows for health restrictions and guidelines to be properly exercised. This event will impact the community in a positive manner in 3 primary ways. The first being economically. Next, by offering an elevated level of entertainment in the North. Lastly, in regards to community wellness and social development. This event promotes diversity and inclusion; featuring local Indigenous musicians, vendors, and marketing partners. As the hub of the North, Prince George welcomes and requires regional tourism opportunities in order to continue to thrive and grow.</p>										
<p>2. <b>Forecast or Actual Event Attendance:</b> Total Participates &amp; Spectators:</p> <p>Participants: 65</p> <p>Attendees: 3500-5000</p> <p>Prince George population: 74,000</p>										
<p>3. <b>Has this event been held in BC before?</b> If yes, when, and where? No</p>										
<p>4. <b>Is this a recurring event?</b> If yes, what was the total attendance in each of the past two years prior to COVID? N/a</p>										
<p>6. <b>Jobs and Volunteers</b></p> <table border="1"> <tr> <td>Estimate/Actual total number of jobs</td> <td>s.21</td> <td></td> </tr> <tr> <td>Estimate/Actual total wages</td> <td></td> <td></td> </tr> <tr> <td>Estimate/Actual volunteers</td> <td></td> <td></td> </tr> </table>		Estimate/Actual total number of jobs	s.21		Estimate/Actual total wages			Estimate/Actual volunteers		
Estimate/Actual total number of jobs	s.21									
Estimate/Actual total wages										
Estimate/Actual volunteers										

### TECHNICAL ASSESSMENT – 100 points

<p>Assessment submitted under the BCFE Fund is focused on the impact of event and based on the summary of information provided by applicant to these questions in the applications.</p> <p><b>For Criteria Scoring please see BCFE Evaluation Scoring Matrix. Please document the scoring rationale under each question and provide the score in the right-hand column.</b></p> <p><b>This document may be used to review the application with applicant and is subject to FOI and audit requests.</b></p>	<p><b>Score</b> (Out of 100)</p>
<p>5. Does the event demonstrate alignment with one or more of the strategies listed in the application form?:</p> <p>Selected Frameworks: BC Arts Council, Tourism, Mandate</p> <p>The BDMF aligns with both the Strategic Framework for Tourism, as well as the Strategic Framework for the BC Arts Council. Further, we are proud that events like ours are shown support in documents such as the Mandate Letter for the Minister of Tourism, Arts, Culture and Sport.</p> <p>Regarding the Strategic Framework for Tourism, this event relates to subsection "Support for communities" as it seeks to invest in multicultural events and festivals. It also focuses on making tourism more inclusive and accessible as we are seeking to promote Northern BC by bringing in top notch national, regional, and local entertainment. Additionally, this event will be organized in an inclusive and accessible manner, and the event's General Admission structure allows for patrons to have flexibility with their seating choices. Lastly on this topic, we hope to grow the visitor economy by making this a successful annual event in which participants can plan in the coming years, resulting in increased bookings in accommodations, increased visitation to tourist attractions, and an influx in restaurant/nightlife patrons.</p>	<p>Max 20 points (scoring options: 0; 5; 10; 15; 20)</p> <p><b>10</b></p>

<p>When looking at the Strategic Framework for the BC Arts Council, a few things stood out in relation to our event. First, engagement and participation. This event seeks to facilitate an opportunity for people in British Columbia to engage with and participate in musical arts and culture.</p> <p>In response to the following statement made re: sustainability and creative development:</p> <p>In our consultations with artists and cultural organizations, we have received a clear message that they are struggling to find the resources necessary to meet their creative goals. There is an urgent need for base-level funding that addresses the challenges artists and organizations face related to capacity, and supports their ability to create, experiment and innovate.</p> <p>We strongly feel as though our event faces similar struggles as there is truly a need for base-level funding to support first-time events to ensure that they are successful and able to be recreated in subsequent years to come. This directly relates to the Mandate Letter for the Minister of Tourism, Arts, Culture, and Sport, as Premier John Horgan pleads for progress to occur over the course of the mandate, stating, “Support the tourism, arts, culture and sport sectors through the COVID-19 response and recovery, setting them up for success in the years ahead.” Through this application, we ask that you grant us the ability to bring our ideas and innovations to life in the North.</p> <p>Although our event is largely focused on live music, it also brings opportunities for Indigenous arts and culture. In relation to the Strategic Framework for the BC Arts Council, our event has actively sought out Indigenous engagement and cultural vitality by including artists (Elders, performers, vendors, etc.) and organizations (CFNR marketing). We hope to hold an event in which organizers and participants value and encourage traditional as well as contemporary forms of art and expression. Our goal aligns with that of these frameworks as we wish to “promote engagement and enjoyment of the arts.”</p> <p><b>Applicant demonstrates general alignment with several strategies and provides general examples to support.</b></p>	
<p>7. How does the event support a) community confidence in hosting visitor or public gatherings, and b) wellbeing for participants or residents?</p> <p>This event supports community confidence in hosting visitors and/or public gatherings as the venue has been specifically chosen in accordance with the current government restrictions surrounding the pandemic. The festival will take place in a large outdoor space (approx 150,000 square feet) which allows for people to gather while keeping a safe distance from those that are not within their social bubble. Offering a large-scale event like this will set a strong precedent that moving forward, our community can still experience, plan, and host events and gatherings while keeping ourselves, our community, and regional visitors safe.</p> <p>There are 3 varying levels in which this particular event supports the mental and physical wellbeing of participants and residents. First, this event offers attendees the opportunity to feel some normalcy in the sense of being able to socialize, experience live music, and regain a sense of community. We are working alongside Northern Health to be able to offer any public health initiatives, including a pop up vaccine clinic if necessary, as we intended to include that as an option to participants in this year's event. Second, this festival will benefit the community in terms of attracting tourism and providing opportunities for community members with the inclusion of local businesses, including food vendors, event service providers, local contractors, and venue staff. Further, the event promotes and welcomes local, regional, and national performers. Lastly, the festival will be donating partial proceeds, including \$1 from every ticket sold to the Spirit of the North Healthcare Foundation which supports healthcare throughout the Northern BC Region.</p> <p><b>See letter from Northern Health – thanking organizers for responsiveness in August 2021 to changing pandemic conditions. Excellent response that shows COVID safety measures and also importance of event to improving community confidence and well-being.</b></p>	<p>Max 20 points (scoring options: 0; 8; 14; 20)</p> <p>20</p>
<p>8. How does the event stimulate the local or regional economy, increase visitation to the community/region and provide non-economic benefits for the community?</p> <p>This festival will stimulate the economy in two key ways. First, it encourages locals and visitors to patronize and support local businesses such as: restaurants, vendors, local attractions, hotels, retailers, etc.. Next, the festival will provide a significant number of casual and limited-basis jobs to folks like bartenders, security, first-aid personnel, food vendors,</p>	<p>Max 20 points (scoring options: 0; 5; 7; 10; 15; 20)</p> <p>20</p>

<p>merchandisers, production crew, janitorial staff, and more. We are projecting to create an estimated 150-200 temporary/casual jobs, and another 75 volunteer positions.</p> <p>The primary peak season for tourism in Prince George is the winter months as the City has an abundance of winter activities to offer visitors. Our festival is designed to bring regional, provincial and out of province tourism to the City during the quieter summer months when typically, locals travel elsewhere. For example, in our discussions with hoteliers, they reported lower recreational travel and primarily commercial or professional travel in the time-frame of our event. We are working alongside Tourism Prince George and a variety of hoteliers to provide “stay &amp; play” and tourism packages for visitors which helps showcase that Prince George is the Northern hub for a variety of services, including, but not limited to, entertainment opportunities.</p> <p>This event will have a significant impact on the local economy, and has a mandate of collaborating with local businesses, contractors, vendors, labourers, and at every opportunity possible. The goal is to continue to locally grow capacity and ability for future events, while supporting local businesses who have struggled during the pandemic with limited work opportunities.</p> <p><b>See letter from Chamber – economic driver is mentioned. Applicant demonstrates strong understanding of economic impact of event on surrounding community and strong partnerships with local groups.</b></p>	
<p>9. How does the event actively promote diversity, equity, inclusion, and/or advances the reconciliation with Indigenous partners?</p> <p>Our event focuses largely on the inclusion of the entire Northern community, which has a large Indigenous population. This event will be working hand in hand with Indigenous partners in regards to marketing including advertising and partnership with CFNR (Canadian First Nations Radio), local businesses and vendors, and local performers including the Rick Staveland Band, a Metis country music band. Additionally, we intend for a portion of the event to include local Elders as they acknowledge the territory and welcome participants through a traditional musical performance. For this portion, we intend to partner with the local and long standing Khast'an drumming group; which is made up of Lheidli T'enneh members and friends. It is our goal to showcase Indigenous talent through various forms of expression and tradition.</p> <p><b>Applicant demonstrates clear commitment to reconciliation in programming and partnerships. No mention of diversity.</b></p>	<p>Max 20 points (scoring options: 0; 8; 14; 20)</p> <p><b>14</b></p>
<p>14. Covid Impacts/Hardest hit communities</p> <p>The COVID-19 pandemic severely impacted our event as case numbers dramatically increased in the Northern Health Region in the two weeks prior to the event. With the safety of our community being at the forefront, our team, in consultation with Northern Health Officials, determined that we were unable to comply with the newly heightened restrictions and provide a safe event. Therefore, we were forced to postpone the event.</p> <p>As the postponement took place so close to the scheduled start date of the event, many expenses were already incurred, the majority of which was non-refundable. At this point in time, our goal remains the same; to bring an opportunity to the North for our community and surrounding communities to experience live music, the enjoyment of arts and culture, and the opportunity to safely socially gather. The successful receipt of the BCFE Fund will allow our team to give this event the second chance that it so rightfully deserves.</p> <p><b>Applicant details the impact of COVID on this event (forced cancellation last minute) and how the grant would help it recover.</b></p>	<p>Max 5 points (scoring options: 0; 3; 5)</p> <p><b>5</b></p>
<p>Letters of Support: <i>Review the letters of support and score using the matrix</i></p> <p><b>Letters of support from Mayor of Prince George, Northern Health, Chamber of Commerce, MLA Bond, Tourism Prince George.</b></p>	<p>Max 5 points (scoring options: 0; 3; 5)</p> <p><b>5</b></p>
<p>Bonus Tourism Question 1: <i>Wildfire/Natural Disaster Impacted Communities To be completed by Tourism Branch</i></p>	<p>Max 5 points (scoring options: 0; 3; 5)</p>
<p>Bonus Tourism Question 2: <i>Seasonal Dispersion To be completed by Tourism Branch</i></p>	<p>Max 5 points (scoring options: 0; 3; 5)</p>
<p><b>Budget &amp; Use of Funds</b></p>	<p><b>Notes</b></p>
<p>10. Funding request: <i>is the funding request over 20% of the total event budget</i></p>	<p>Yes/No (if yes please flag in additional comments)</p> <p><b>No</b></p>
<p>11. Use of Funds: Are the use of funds eligible</p> <p>The funds we receive through our successful grant application will be utilized to help with the overall operational costs and expenses of the event. The primary use for the funds would be for artist/performer fees including our local, regional, and national artists. Additionally, we will also dedicate a portion of the funding to support the honorariums for</p>	<p>Yes/No (if no please flag in additional comments)</p>

<p>the indigenous drummers and Elder who will open the event and welcome patrons to the traditional territory of the Lheidli T'enneh First Nation. The maximum allowable funding is lesser than the total performer/artist budget, therefore further allocation of the funds will not be applicable.</p>	
<p>12. Event Budget: <i>After reviewing the event budget template, please note any discrepancies, or concerns in the notes, or additional comments sections.</i></p> <p>Budget shows \$.21</p>	
<p><b>ADDITIONAL COMMENTS:</b></p> <p><i>Please identify any high-level comments, and/or issues/concerns, and/or pros/cons with application here:</i></p> <p>This is a major live music event in a regional community, with broad community support (see letters). Recommend supporting.</p> <p>Total Technical Score</p>	<p>74/100</p>



**From:** [COVID Tourism Recovery TACS:EX](#)  
**To:** [kyle@kylesampson.ca](mailto:kyle@kylesampson.ca)  
**Subject:** BCFFE Funding Decision The Best Damn Music Festival  
**Date:** Wednesday, December 1, 2021 3:26:39 PM  
**Attachments:** [Grant Letter II Appendix I Recognition Guidelines.docx](#)  
[Grant Letter II Appendix II BCFFE Final Report.pdf](#)  
[Grant Letter II Appendix III BCFFE Final Event Budget.xlsx](#)

---

Dear Kyle Sampson:

I am pleased to confirm that a BC Fairs, Festivals, and Events Recovery Fund grant has been approved in the amount of **\$157,000** for the **The Best Damn Music Festival**. The grant funding payment will be deposited directly into the account provided within your application package, or via cheque sent by mail, within 6 – 8 weeks.

Events will have a critical role to play in restoring community confidence, boosting visitation, and stimulating the local economy as we work towards recovering from the impacts of the COVID-19 pandemic. Grant funds may only be used to offset the following eligible expenses: event production operational costs including wages, contractor fees & volunteer management; artist fees; health & safety requirements; event insurance; venue rental fees; marketing & promotion; signage & collateral; Indigenous consultation & honorariums.

Organizations awarded grant funds may also be subject to audit to ensure compliance with the fund guidelines. Recipients should keep all supporting documentation, receipts, and records for a period of seven years. Ineligible use of funds may result in grant funds becoming repayable to the Province.

Given the rapidly changing nature and impacts of the COVID-19 pandemic and current state of emergency, we understand your project may be impacted, or change. Please contact BCFFE staff to advise us of any significant changes to your event, such as cancellations, adjustments in scope, or any date changes. All events must be in compliance of Public Health Orders, and local government regulations.

Please note that you are required to keep this conditional approval **confidential** until such time as a public announcement has been made by the Ministry. Upon the announcement the Recipient agrees to acknowledge the Ministry's assistance on all materials and social media relating to the event, where appropriate. Information on logo use and communications protocol can be found in the attached Appendix I: Recognition Guidelines. The following acknowledgment may be used:

***'We gratefully acknowledge the financial support of the Province of British Columbia.'***

We expect Kyle Sampson Productions Inc. will provide a completed final report to the Ministry upon completion of the event, which describes the total number of attendees, total number of jobs supported by the event, total number of volunteers engaged, and how this grant has been applied to eligible expenses. We request the final report should be received no later than 3 months after the end of the event in the same format as the template provided in Appendix II: BCFFE Final Report and Appendix III: Final Event Budget. Failure to submit a final report may affect future funding decisions or may result in the repayment of funds to the Province.

We trust that you will use your best efforts to ensure a successful outcome. Thank you for your work, adding to the vibrant fabric of your community, and bringing people together safely to enjoy events and connection.

Kind regards,

Dawn Rueckl  
Manager, Tourism Policy & Programs  
Tourism Recovery Branch  
Ministry of Tourism, Arts, Culture and Sport (TACS)

## Appendix I: Recognition Guidelines

### **Recognition & BC Logo Usage: General Guidelines Updated: Feb. 2021**

The Ministry of Tourism, Arts, Culture and Sport has a number of funding programs providing support for B.C. arts, sport and creative industries sector. When an organization/individual receives a grant through these various programs, there is a requirement to acknowledge this financial support with the presence of the BC logo on all public material related to grant. This requirement applies to websites, brochures, flyers, posters, postcards, news releases, album covers etc.

Below are links to websites where you can download high resolution versions of the BC logo which are suitable for a variety of materials.

#### **BC logo**

<https://www2.gov.bc.ca/gov/content/governments/services-for-government/policies-procedures/bc-visual-identity> (click on "Download Marks")

#### **How to submit your logo approval requests:**

All logo approval requests are received through emails. The request must be accompanied by a third-party application form along with proofs of the materials containing the BC logo. Please email your request to [TAClogos@gov.bc.ca](mailto:TAClogos@gov.bc.ca) and allow at least 72 hours of notice.

#### **Tips on how to properly apply the logo:**

Guidelines on the proper use of the logo are also available on the government logo site (stated above). A couple of tips include:

- If the logo appears on its own, please use the logo with the "Supported by the Province of British Columbia"
- If the BC Logo appears alongside other sponsor logos, please use the BC logo with no tagline.
- Logos must be downloaded from these links, not copied from previous materials, to ensure the most up to date version is being used.
- Do not alter the colour of the logo from the downloaded image.
- To alter the size, drag the image from the corners to avoid stretching the image from its intended proportions.
- The logo with the tagline must be large enough (minimum 5 millimetres) for the tagline to be legible.
- The logo is available both in colour and in black and white (reverse version). The reverse version is required for dark backgrounds. When using the reverse logo, the sun and its rays must be the lightest part of the image.

If you have further questions, please do not hesitate to call, Rachel Nesbitt, Public Affairs Officer, at 250 857-9046.

# BC Fairs, Festivals and Events Recovery Fund FINAL REPORT

Fund Contact Information: Ministry of Tourism, Arts, Culture and Sport  
[COVID.Tourism.Recovery@gov.bc.ca](mailto:COVID.Tourism.Recovery@gov.bc.ca)  
[www.gov.bc.ca/fairs-festivals-events-recovery](http://www.gov.bc.ca/fairs-festivals-events-recovery)

## SECTION 1 – APPLICANT INFORMATION

LEGAL NAME OF APPLICANT ORGANIZATION <b>KYLE SAMPSON PRODUCTIONS INC.</b>		ORGANIZATION TYPE (if more than one type please indicate in "Other") Not for Profit <input type="checkbox"/> Business <input type="checkbox"/> Indigenous Nation <input type="checkbox"/> Local Government <input type="checkbox"/> Other <input type="checkbox"/>	
CONTACT NAME		CONTACT TITLE	
EMAIL ADDRESS	PHONE NUMBER	ORGANIZATION ADDRESS	

## SECTION 2 – EVENT INFORMATION

EVENT NAME		EVENT LOCATION(S) In which community did this event take place?
EVENT DATE(S)  Start Date                      End Date		EVENT WEBSITE ADDRESS (if applicable)

If the event was held over multiple dates please enter them below in the format of MM/DD/YYYY

## SECTION 3 – EVENT IMPACT

JOBS & VOLUNTEERS Indicate the total number of:		
Jobs Supported (Directly employed or contracted by event)	Wages Paid (Employed and Contracted Staff)	Volunteers Engaged
EVENT PARTICIPANTS & ATTENDEES Indicate the total number of:		
Attendees/Spectators	Participants (Artists, Athletes, etc)	Vendors and/or Community Partners
COMMUNITY IMPACT Please provide a summary of the impact of BCFFE funding (for example: describe the incremental benefits that were achieved through BCFFE funding for the event and community): (250 word maximum)		
COMMUNITY IMPACT Please provide a summary, with examples from your most recent event, how your event actively promoted accessibility, diversity, equity, inclusion and advanced reconciliation with Indigenous partners: (250-word maximum)		

## SECTION 4 – BUDGET AND USE OF FUNDS

Please summarize the expenses for which the BCFFE funds were used. A Final Budget (template provided) also needs to be submitted with this report:

## SECTION 5 – ATTESTATION

The Applicant Organization is advised that (a) information collected is subject to the Freedom of Information and Protection of Privacy Act, and (b) the Income Tax Act, (Canada) may apply to grant funds received by the Applicant Organization. The Applicant Organization is responsible for obtaining appropriate legal, accounting, and other professional advice with respect to any obligations under this or other legislation

On behalf of **KYLE SAMPSON PRODUCTIONS INC.**, certify that the information contained  
Authorized Signatory Name & Title  
in this final report form and the corresponding event budget is to the best of my knowledge, correct, complete, and subject to audit.

Signature:

Date:

## BC Fairs, Festivals, & Events Recovery Fund Event Budget Template

Applicant Organization	
Name of Event	
App # (internal use only)	

\*\* Grant request cannot exceed 20% of the operational budget (event expenditures), up to a maximum of \$250,000 \*\*  
 \*\* Event operational budget must be greater than \$10,000\*\*

Revenue	Actual	
	Dollar Amount	
<b>Earned Revenue</b>		
Registration Fees		
Ticket Sales		
Merchandise/Souvenirs		
Concession/Vendor Revenue		
Fundraising		
Other (specify)		
Subtotal	\$	-
<b>Contribution from Applicant and Partners</b>		
Applicant Organization		
Local Government		
Provincial Government (excluding BCFFE Funds)		
BCFFE Funds		
Federal Government		
Donations		
Sponsorship		
Other (specify)		
Subtotal	\$	-
<b>Total Revenue</b>	\$	-

If BCFFE funds will be used for a specific Expenditure, select YES in the BCFFE Fund.

Expenditures	Actual	
	Dollar Amount	BCFFE Fund
<b>Fees</b>		
Programming Fees (Artists, Speakers, Presenters, etc.)		
Honorariums (Indigenous consultation and blessings, etc.)		
Contractor Fees		
Officials Fees		
Sanctioning & Licence Fees		
Other (specify)		
Subtotal	\$	
<b>Direct Costs</b>		
Venue/Facility Rental		
Production Fees		

Event Insurance		
Travel		
Accommodation		
Per Diem		
Meals & Hospitality Fees		
Banquets, Receptions & Ceremonies		
Concession/Vendor		
Accreditation		
Security		
Medical		
Equipment		
Merchandise/Souvenirs		
Signage & Tickets		
Clothing		
Volunteers		
Other (specify)		
Subtotal	\$	-
Communications		
Promotional Materials (program guide etc.)		
Website Design/Production		
Advertising (print, digital)		
Photography & Video		
Other (specify)		
Subtotal	\$	-
Overhead		
Staff Wages		
Administration		
Office Supplies		
Rental of Workspace		
Utilities		
Other (specify)		
Subtotal	\$	-
Total Expenditures	\$	-
Net Profit/Loss	\$	-