



TEMPORARY SUPPORT FOR EVENTS FUNDING PROGRAM

GUIDELINES AND APPLICATION

The Temporary Support for Events Funding Program supports local businesses and non-government organizations impacted by cancellations of eligible events due to COVID-19. The funding program focuses on funding irretrievable losses related to perishable goods and the cancellation of accommodations and services.

How to apply

Complete this application form including the application checklist, attach the required documents and return to the department by email, fax or post. The **deadline** for applications to be received by Department of Economic Development is no later than **4:30 pm on August 31, 2020**.

Economic Development

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Government of Yukon
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Eligibility

The funding program provides support for irretrievable losses related to cancellation of major events, such as costs related to spoiled perishable goods and the cancellation of accommodations and services. The funding program covers irretrievable variable costs (costs specifically related to the event and that represent an increase to the costs associated with the normal operation of the business) that were incurred as the applicant(s) planned ahead for the cancelled events.

Applicants must first exhaust all other avenues for loss mitigation, including cancelling services and seeking refunds on goods and may be asked to submit evidence of such efforts.

Criteria

Eligible organizations are Yukon businesses and non-government organizations that face a unique, irretrievable financial loss due to the COVID-19 related cancellation of an eligible event.

An eligible business means a business that meets three of the following criteria:

- Has an office with a physical address in Yukon;
- Is subject to the *Yukon Income Tax Act*;
- Is registered as per the *Business Corporations Act* or the *Partnership and Business Name Act*, where applicable;
- Has a valid municipal business license, where applicable.

An eligible non-government organization is based in Yukon and includes:

- Registered non-profit societies;
- Not-for-profit corporations incorporated under the *Canada Not-for-Profit Corporations Act* based in Yukon;
- Charitable organizations.

Eligible events:

Major events open to the general public that:

- Expected more than 50 participants; and
- Were cancelled because of COVID-19 between March 7, 2020 and July 31, 2020.

Eligible events include but are not limited to:

- Arctic Winter Games 2020;
- Atlin Arts and Music Festival 2020; and
- Yukon Native Hockey Tournament 2020.

This program supports costs related to major events the public would have attended. Private events, such as weddings, are not eligible. Events with restricted attendance, such as conferences, large business meetings and general assemblies, are not eligible.

Eligible goods and services costs that can be covered by the funding program include:

- Perishable food and drinks that were ordered prior to the event cancellation including any costs associated with the disposal of these perishable goods;
- Printing and advertising services contracted for the cancelled events /delivered ahead of the event;
- Accommodation bookings ahead of the event that were cancelled as a result of an eligible event not happening;
- Service bookings and cancellations/contracts with vendors; and
- Specific, one-time costs of hiring additional staff for an eligible event.

Ineligible goods/services costs that are not covered by funding program include:

- Goods/services costs associated with non-eligible events;
- Goods/services that could have been returned/cancelled after the Chief Medical Officer of Health's recommendations on March 16, 2020 regarding broad new measures for Yukon including a ban on mass gatherings of more than 50 people;
- Goods/services that were purchased after March 16, 2020;
- Any portions of goods/services costs that are recoverable (for example, a partial refund from a vendor); and
- Any portion of goods/services costs that were not solely and only incurred due to the applicant(s)'s participation in the cancelled event.

Applicant declaration and signature

We are submitting this application for the purpose of obtaining financial assistance from the Government of Yukon in the form of funding for irretrievable losses related to cancellation of major events due to COVID-19. The statements herein are to the best of our knowledge, true and correct. We affirm that we understand the criteria and intent of the funding program and are applying to it in good faith.

We understand that all or part of this application may be made available to the public in accordance with the *Access to Information and Protection of Privacy Act*.

We understand the Government of Yukon or its agents may audit any or all of the records, including financial records of the recipient or its agents as is necessary to satisfy the Government of Yukon that the objectives and activities of the funding program have been carried out and that the funds have been spent in accordance with the terms of this funding program.

Signature of authorized representative: _____

Print name: _____ Date: _____

Applications must include this completed application checklist:

- Completed and signed application form with original signature page.
- Documentation showing that the applicant is an eligible Yukon business or eligible Yukon-based non-government organization (dated before March 1, 2020) (for example a utility bill, showing the organization's name and address, registration from Corporate Affairs dated before March 1, 2020 and a valid business license).
- Documentation showing cancellation of the event.
- Copy of any contract(s) with relevant event organizers regarding delivery of specific goods/services (if applicable).
- Copies of receipts for all purchases of goods/services for which the funding is being sought (original receipts may be required later for verification).
- Copies of documents showing efforts to limit losses including contract cancellation, return of goods, emails asking vendors for refunds or cancellations and the vendor's response etc. (if applicable)
- Any other supporting documents

Access to Information and Protection of Privacy Act: Personal information on this form is collected under the authority of Section 29(c) of the *Access to Information and Protection of Privacy (ATIPP) Act* for the purpose of carrying out a program and/or providing financial assistance to the applicant. The collection, use and disclosure of your personal information is managed in accordance with the *ATIPP Act* and all or part of this information may be made available to the public. For more information about the collection, use and disclosure of your personal information, please contact the Department of Economic Development's ATIPP coordinator/records officer 867-667-5946, or privacy officer/director of Finance, Administration and Systems 867-667-5933.