



#YYCNeighbourDay Microgrant 2026 Guidelines and Application

Neighbour Day is Calgary's annual celebration of community spirit and connection, inspired by the way Calgarians came together during the 2013 flood. It highlights the lasting impact of community connection, building a sense of belonging, safety and wellbeing in Calgary's neighbourhoods.

The City's **#YYCNeighbourDay Grant** offers up to \$2,000 to small-scale, free-to-attend events that foster community connections, and promote equity, diversity, inclusion and belonging on **June 20 or 21, 2026**.

Eligible applicants are registered non-profits, charities, [community associations](#) and [business improvement areas](#) that are in good standing with The City with no outstanding reports or payments.

Some examples of eligible activities include neighbourhood sporting events, music events, block parties, cultural cooking workshops, artisan markets, clothing swaps, community clean-ups, family-friendly film screenings, talent shows, BBQs, and more. Event organizers are required to obtain the insurance, permits, permissions, and approvals as needed. **We do not support initiatives related to** politics, proselytizing, rallies, protests, fundraising, annual general meetings, potlucks, banquets or events that take place in private residences.

Block party and greenspace permits are free for Neighbour Day (must apply by May 31).

Eligible Expenses

This microgrant supports direct event costs, including:

- Honorariums and fees for artists, performers, Elders and facilitators.
- Wages for contractors, technicians, and workers who are not employees or key volunteers for the organization (e.g. staff, board members, etc.).
- Production and technical costs related to programming.
- Marketing and communication costs associated with promoting the initiative.
- Initiative-specific equipment, materials, food and supplies (including transportation of these items).
- 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, including office and administration fees, overhead costs, travel, prizes, alcohol, cannabis, and expenses that are deemed unreasonable and unnecessary by the Arts and Culture Division.

Unanticipated Postponements

Please make every effort to plan your event with weather and other reasonable risks in mind. If there is a reasonable need to postpone your event, **you must request approval in advance** (before your original event date) by emailing microgrants@calgary.ca.

If approved, postponed events must take place no later than June 30, 2026. If an event is postponed without approval, grant spending must stop at the point the decision to postpone is made. Events that are cancelled or not approved to be postponed must complete a final report and return any unspent funds to The City.

Application Process

Application intake **begins on April 15 and ends on May 6, 2026, or when the funding pool runs out**, whichever comes first. Applications are reviewed in the order in which they are received, and funding decisions are based on the alignment with grant objectives and demonstrated capacity to deliver the activity. We may contact you during the review stage if we have questions about your application. You will be notified within three weeks of submission. Payment may take up to 8 weeks after approval.

Grant recipients must submit a **final report** by July 31, 2026. The reporting template will be provided upon grant approval. We may visit your initiative and offer feedback on future funding eligibility.

Apply now by emailing the completed application form to microgrants@calgary.ca.

Questions? Visit [Neighbour Day](#) or reach out if you need additional support.

SECTION A – Applicant Information			
Organization Information			
Name of Organization			
Type of Organization		Registration #	
Mailing Address			
City, Province		Postal Code	
Project Contact		Signing Authority (for funding approval process)	
Name		Name	
Position		Position	
Email		Email	
Phone Number		Phone Number	

SECTION B – About the Initiative	
Initiative Title	
Initiative Location(s) *provide address(es)	
Initiative Date	
Is this the first time your organization has hosted this event?	Yes No

1a. Is this a rain or shine event?
Yes No
1b. If no, what action will you take if you cancel due to rain?
1c. If you plan to postpone your event, tell us your new event date *Cannot be later than June 30, 2026.

* Postponements must be requested and approved in advance. Email microgrants@calgary.ca to request approval for postponement.

SECTION D – Full Initiative Budget

Revenues

Cash Revenue Source <small>(e.g. granting body, sponsor name, etc.)</small>	Description of Cash Revenue <small>(e.g. name of grant, what’s being sponsored, etc.)</small>	Status <small>(Pending or Confirmed)</small>	Amount (\$)
City of Calgary	#YYCNeighbourDay Microgrant	Pending	
Your Organization	Amount contributed by your organization	Confirmed	
A. Sub-Total of Cash Revenue			

In-Kind Revenue Source <small>(e.g. sponsor name)</small>	Description of In-Kind Revenue <small>(e.g. what’s being sponsored)</small>	Status <small>(Pending or Confirmed)</small>	Amount (\$)
B. Sub-Total of In-Kind Revenue			

Total Revenue	C. Cash Revenue (Box A) + In-Kind Revenue (Box B)		
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Expenses*

* Include all expenses. Funding will be allocated only to eligible expenses (see guidelines)

Expense Type <small>(e.g. performers fees, venue rental, etc.)</small>	Description of Expense <small>(e.g. 3 performers @ \$350 each, Venue rental @ \$150/hr for 5 hours, etc.)</small>	Amount (\$)
In-Kind Expenses	Amount of In-Kind Expenses <small>(must exactly match in-kind revenues in Box B)</small>	
Total Expenses	D. Sun of Expenses <small>(including value of in-kind revenue)</small>	

Revenue Less Expenses (Total Revenue (Box C) – Total Expenses (Box D))	
<small>*Must equal \$0 or your budget is out of balance</small>	

Total Amount of Funding Requested: \$ _____ *(must match amount listed in the budget)*

SECTION E - Declaration

Part A – Authority of the Grant Writer

I certify that I am authorized to act on behalf of the applicant and the company or organization listed in the application. The information contained in this #YYCNeighbourDay Microgrant Application is true and correct to the best of my knowledge and will be upheld through City bylaws, policies, and procedures.

Declaration made by:

Part B – General Terms

I understand that if this application is successful, the applicant will receive a cheque for the amount approved. Accepting the payment means that the applicant agrees to:

- Acknowledge the City of Calgary as a funder in any related digital or print advertising, promotional materials and public communication,
- Participate in promotional opportunities organized by The City of Calgary, including the inclusion of your event on the [Neighbour Day](#) Website,
- Spend the money as indicated in the budget provided in this application,
- Obtain required permits, insurance, and approvals,
- Consult with the City of Calgary about any major changes to the initiative BEFORE they are implemented, including postponement due to rain, venue change, significant budget revisions
- Provide the City of Calgary with a final report and one to three photos by July 31, 2025.

Declaration made by:

SECTION F – Signature

Name of grant writer	
Position with the Organization	
Signature of the grant writer	
Date signed	

SECTION G – How to Submit

- Email the completed application and any additional documents to microgrants@calgary.ca
- Use the subject line: “**ND26 – [insert you initiative title]**”
- Applications must be submitted before 11:59 p.m. MT on May 6, 2026

The personal information collected through this form is for administering The City of Calgary's grant program. This collection is authorized by section 4(c) of the *Protection of Privacy Act*. If you have any questions regarding information collection and use, contact Arts & Culture at microgrants@calgary.ca. ISC: Confidential