

Questions for Community Events Letter of Intent

Please note: This is a list of the narrative questions for the Community Events Letter of Intent. There are additional checkboxes and multiple choice questions in the online application.

Question	Word Count
Describe your group's event/activity. Tell us WHAT you want to do.	100 words
Describe HOW you will organize and deliver your event/activity.	100 words
What are you hoping to achieve with your event/activity? What is the anticipated impact?	100 words
If community partners will help run this project, please tell us who they are and what role they will play.	A chart with organization/group and role/contribution is to be filled out
Start Date: When will your event/activity take place?	Indicate date on calendar
End Date: When will your event/activity finish? <i>If it is a one-day event, please select the same start/end date</i>	Indicate date on calendar
What is the total number of people you expect at your event/activity?	Insert numerical value
What is the total budget to carry out the event/activity?	Insert numerical value
How much funding are you requesting from the City of Toronto? You can request between \$5,000 and \$10,000	Insert numerical value
Briefly describe how you will spend the requested amount	100 words max Applicants are invited to use bullet points to break down their budget line items