

FOR REFERENCE ONLY

Special Events Stabilization Initiative (SESI) 2025 Application Questions

**THIS IS NOT THE APPLICATION. THIS DOCUMENT IS FOR REFERENCE ONLY.
YOU MUST SUBMIT YOUR APPLICATION VIA THE ONLINE FORM.**

Funding Opportunity Name: Special Events Stabilization Initiative (SESI)

Cycle: January 2025 – December 31, 2025

Submission Deadline: July 16, 2025

Program Purpose

Festivals are part of what makes Toronto an amazing place to live and work and a destination of choice for tourists from around the world. Toronto's festivals are critical to the city's vitality, prosperity and livability, and provide immense economic impact benefits to local businesses.

The Special Events Stabilization Initiative (SESI) is a one-time funding program that provides financial relief for local festivals and special event organizers that have been hard hit by rising costs, especially those related to health, safety and security of the general public and event attendees. These costs include public safety measures such as security, crowd management, insurance and health and safety efforts.

Assessments for funding will be based on alignment with the eligibility criteria, alignment with the City of Toronto's current strategic priorities, assessment criteria, and overall demands for funds in the initiative. Applications will be reviewed and scored by an advisory committee comprising City staff. If determined eligible, applications will be categorized by the operating budget for the applicable event to determine their maximum amount of eligible funding.

The maximum amount of funding available is calculated as 50% of total spending on eligible expenses up to the maximum amount per category, whichever number is lower. Funding decisions will be determined by the number of applications received and the funds within the Special Events Stabilization Initiative budget. The City of Toronto cannot guarantee funding to all eligible applicants, nor can the City ensure that the total eligible amount will be awarded to successful applicants. The decision to fund all or part of an applicant's request will depend on its alignment with City of Toronto strategic priorities, assessment criteria, the City's discretion, and overall demand for funds in the program. Funding recommendations will be made until all available funds have been allocated. For a full list of eligibility criteria, assessment criteria, and definitions, please refer to the application guidelines.

Please do not provide any personal information about yourself or other individuals (such as name, address, telephone number, email, etc.) in any of your responses to the application. Provide business-related information about yourself and/or individuals who are affiliated with or working in the festival/event only. The information collected in the application will be maintained as a business record and may be made publicly available (if requested).

Organization Details

1. Organization Name
2. Organization Mailing Address
 - Street Number
 - Street Name
 - City/Town
 - Province
 - Postal Code
3. Please check what applies to your organization
 - An incorporated not for profit organization
 - A local band council, a local tribal council or other local Indigenous government (First Nations, Inuit or Métis) or equivalent authority
 - A Business Improvement Area
 - An incorporated not for profit community organization partnering with unincorporated individuals or collectives producing a cultural festival
4. Please upload your organization's letters of incorporation. Please ensure that any uploaded documents do not contain personal information including photographs with private identifiable individuals.
5. Is your organization, community group, or resident-led group Indigenous-led?
 - Yes
 - No
6. Is your organization, community group, or resident-led group Black-led?
 - Yes
 - No
7. Is your organization led by a member of an equity deserving group?
 - Yes
 - No

Contact Information

8. Who is completing the application:
 - Contact Name (First, Last)
 - Position Title/Role (in the organization)
 - Are You a Signing Officer For The Organization
 - Organization Email

Festival Information

9. Festival or Event Name
10. Festival Dates (date / month / year)
11. Festival Time (start time / end time)
12. Festival Location(s)
13. Number of Attendees
14. Please describe your festival or event, including purpose or objectives, cultural mission, and activities and programming. (Max 300 words)
15. How many years has this festival been successfully completed? Please list the years. (Max 100 words)
16. Do you charge a fee for admittance? If yes, how much? (Max 100 words)
17. Describe the festival planning cycle, including timelines, personnel involved, and approach to event planning and execution. (Max 300 words)
18. How does your festival engage community members, local businesses, artists, performers, partners and/or vendors? (Max 400 words)
19. Describe your organization's approach to health, safety, and security at your festival. What safety, access and security elements do you utilize to ensure a safe and accessible environment for attendees, staff, and volunteers? How are these plans communicated with festival staff and volunteers? (Max 400 words)

Budget

20. What insurance do you carry for your festival?
21. List the amount and name of other City of Toronto grant(s) received or applied for regarding this event, if applicable. (Not more than 200 words)

22. Please complete the following budget table to breakdown revenue sources.

	Next or Most Recent Festival (2025)	Last Festival Budget (2024 or other most recent)
Earned		
Merchandise and other sales		
Ticket revenue		
Kiosk rentals		
Other:		
Total Earned:		
Private		
Sponsorships		
Donations		
Other		
Total Private:		
Government		
Federal		
Provincial		
Municipal		
Total Government:		
TOTAL REVENUE		

23. Please complete the following budget table to break out expenses, including specific expenses related to health, safety and security. This table will be used to assess expenses. This information will also be used to establish baseline information showcasing how costs have increased over time, and to inform future funding initiatives.

	Next or Most Recent Festival (2025)	Last Festival Budget (2024 or other most recent)
Programming		
Artist Fees		
Overhead Expenses (logistics, hospitality, ground transport, licencing fees, etc.)		
Other:		
Total Programming:		
Event Production		
Stages, tents, risers, production offices		
Technical equipment (lights, sound, video, etc.)		
Site Operations (power, water, internet, heavy equipment, radios, expendables, office furniture, etc.)		
Amenities (washrooms & hand washing stations, etc)		
Venue rental (do not include public space)		
Other:		
Total Event Production:		
Administration		
Staff costs (pro-rated for festival only)		
Marketing & Promotions		
Other:		

Total Administration:		
Health, Safety, Security		
Accessibility expenses (ASL interpretation, captioning, audio description, support workers, digital accessibility costs, etc.)		
Private Security		
Paid Duty Officers and Policing Infrastructure		
Temporary Building Permits		
Noise Exemption Permits		
Noise monitoring - Staffing		
Parks Permits		
Paramedic Services		
Fire Services		
Solid Waste Management and Disposal		
Parking Buy-Outs		
Hostile Vehicle Mitigation		
Road Closures/Diversions – Signage and Barricades		
TTC Diversions		
Insurance		
Other (please describe in notes)		
Total Health, Safety, Security:		
TOTAL EXPENSES:		