



2025 MAC MicroGrants - Guidelines and Information

Mississauga Arts Council's (MAC) MicroGrant Program provides funding to individual artists to support the creation and presentation of their impactful projects. These MicroGrants target areas of interest or needs within the local arts sector and have been catalysts for collaboration across artistic practices.

In the Spring 2025 MicroGrant funding round, MAC offers Matchmaker MicroGrants to Individual Artists and Arts Groups. Matchmaker MicroGrants provides matching funds to artist-led projects from any artistic discipline up to a maximum of \$3000. Eligible projects must include a public-facing event or activity in Mississauga, engage audiences in Mississauga, and pay artist fees to Mississauga artists. Projects must demonstrate a confirmed investment in the project at the time of application.

Please read these guidelines carefully.

Below, you will find detailed information on MAC MicroGrants including:

- Funding Stream Details
- Eligibility Requirements
- Application Form Details
- Important Dates & Deadlines
- MicroGrant Info Session Details
- Jury Assessment Criteria
- Frequently Asked Questions

Deadline for submissions: Monday, March 24, 2025, by 5:00 PM.

NO LATE OR INCOMPLETE SUBMISSIONS WILL BE ACCEPTED.

For more information, visit: macarts.ca/microgrants

MAC's MicroGrant program is supported in part by RAMA Gaming Centre through the Mississauga Charitable Gaming Association and by generous donors like you.



Spring 2025 MAC MicroGrant Funding Streams:

* Multiple MicroGrants available. MAC reserves the right to change the number of MicroGrants available in any funding stream without notice.

Matchmaker MicroGrants* (50% of project budget up to \$3,000)

MAC's Matchmaker MicroGrants are designed to help Mississauga creatives start or complete an artistic project. Artists can receive 50% of their total project budget or \$3,000 (whichever is less) in matching funds for money raised by sponsorship, investment, and in-kind contributions by the artists themselves.



Eligible Matchmaker MicroGrant projects:

- Open to any artistic discipline
- Must have an accessible public-facing event or activity.
- Are required to take place in Mississauga.
- Must pay artist fees to Mississauga-based artists.
- Must demonstrate confirmed sources of revenue (financial or in-kind/volunteering) in the presented project budget.
- Must indicate the career impact for the artist(s) involved.
- Must illustrate the impact on the audiences/public who will experience the project.
- Must include an achievable work plan.

MicroGrants are intended to cover the direct costs of creation, production, operations, and related eligible project expenses.

Eligible expenses might include:

- artist fees for Mississauga-based artists
- venue rental
- equipment rental and production costs
- marketing and promotion of your project

Ineligible expenses include:

- Tuition expenses for post-secondary programs.
- Research projects and research-related expenses (*workshop registration fees may be considered eligible, please reach out to us if you have specific questions*)
- Expenses not directly related to the production of the project
- Costs related to capital projects (purchase of computers, buildings, vehicles, etc.)
- Fundraising activities or fundraising costs
- Activities occurring outside of Mississauga

Funding Available: 50% of project budget up to \$3,000 (whichever is less)

2025 MAC MicroGrant - Applicant Eligibility:

Applicant Eligibility

MAC MicroGrants are available to individual artists or arts groups living in or based in Mississauga.

MAC Membership

Applicants do not have to be members of MAC to apply, however, if a project is successful, the recipient of the MicroGrant will need to join MAC or ensure their membership is current. (*Individual membership fees start at \$40/year*)

Learn about the benefits of MAC membership and join: macarts.ca/mac-membership/

Multiple Applications

Applicants may only submit one (1) application. If an applicant submits more than one (1) MicroGrant Application, only their first application will be reviewed by the Peer Assessment Jury.

Previous MicroGrant Winners

Previous MicroGrant winners are eligible to apply.

Final reports for any outstanding MicroGrant projects must be received AND approved by MAC before an applicant can apply for new MicroGrant funding.

2025 MAC MicroGrant - Project Eligibility:

Project Eligibility

Projects must be relevant to arts and culture in Mississauga and follow the guidelines in the funding stream. All eligible projects must include an accessible public-facing activity or element.

Geography

All projects are required to take place in Mississauga or have the majority of the work completed there. **This is non-negotiable.**

Multiple Applications

Applicants may only submit one (1) application for one (1) project. If an applicant submits more than one (1) MicroGrant Application, only their first application will be reviewed by the Peer Assessment Jury.

Previously Funded Projects

Projects that have previously received funding through any of MAC's MicroGrant or Matchmaker MicroGrant Funding Streams ARE eligible to receive additional funds but must demonstrate project growth and/or community impact.

2025 MAC MicroGrant Application Requirements:

Once you have carefully read these guidelines and have prepared your application materials, you can submit your application using our web form. We encourage you to gather all the information below BEFORE starting your application. **Partially completed online applications cannot be saved and edited later.**

MicroGrant Application Webform:

<https://form.jotform.com/250305841320242>

All applications MUST be submitted through our web form. No applications by email or any other form will be accepted or considered.

If you require assistance completing the MicroGrant application web form, please email susan@macarts.ca and we will contact you to discuss accessibility support.

The Webform Application is divided into three sections and requires the following information:

Section 1: Applicant Information

Required:

1. Applicant Name & Contact Info (Email, Phone, Address)
2. Artist or Project website link
3. Document Upload: Artist CV/Resume
 - a. *PDF, Doc, or Docx format only*
4. Document Upload: Three (3) Work Samples
 - a. *Upload one (1) document in PDF, Doc or Docx format only*
 - b. The document should include:
 - i. links to online projects or images of your works etc.
 - *Ensure any links to a Dropbox/drive are not restricted by sharing permissions*
 - ii. descriptions of how the works demonstrate your ability to undertake the proposed MicroGrant Project

Optional:

5. *Optional* - Sauga Arts HUB Profile Link
(Learn more: saugaartshub.com/artists-directory/)

Section 2: Project Information

Required points:

1. Project Title
2. Tell us about your project in 50 words
3. What are the Impact and Outcomes of the Project
4. Tell us about your intended audience and how you will reach this audience.
5. Artistic Practice(s) Represented by the Project (*select options*)
6. Number of Artists Involved
7. Amount of Funding Requested
8. Proposed Project Start Date
9. Proposed Project End Date
10. Document Upload: Project Proposal
 - a. *PDF, Doc, or Docx format only*
 - b. Proposal should include a comprehensive description of your project, list of confirmed/proposed partners and/or artists, venues etc.)
11. Document Upload: Work plan/timeline for your project indicating key milestones
 - a. *PDF, Doc, or Docx format only*

Optional

12. Additional Comments or Information about your project
13. Document Upload: Additional Supporting Documents

Section 3: Budget Information

Required:

1. Document Upload: Project Budget
 - a. Download a budget template here:
https://docs.google.com/spreadsheets/d/1HUl5mwXJBBSRmja97sffmg0TSFLUgqG5l0RBaQ-_tk/copy
 - b. *Save/export the completed budget to upload in PDF or xls format*
2. List and briefly describe all confirmed sources of revenue for your project.

For previous MicroGrant winners only:

3. Has your project previously received a MAC MicroGrant?
 - a. If yes, please describe how your project has grown or why it continues to be impactful to audiences.

Apply for ALL MicroGrant funding streams through the Application

Web form: <https://form.jotform.com/250305841320242>

2025 MAC MicroGrant Application Form:

When you have reviewed the guidelines and have your application materials collected, you can apply for a MicroGrant through our webform:

<https://form.jotform.com/250305841320242>

View a preview of our webform here:

<https://www.mississaugaartscouncil.com/wp-content/uploads/2025/01/Sample-MicroGrant-Application-Form.pdf>

Spring 2025 MAC MicroGrant Important Dates and Deadlines:

MicroGrants Open:	Thursday, February 6, 2025
MicroGrant Info Session:	Wednesday, February 19, 2025
MicroGrants Close:	Monday, March 24, 2025, by 5:00 PM
Winners Notified:	week of April 14, 2025
Winners Announced:	week of April 28, 2025 (TBC)
Project Completion Date:	December 1, 2025
Final Reports Due:	1 month after project completion or December 15, 2025

2025 MAC MicroGrant Information Session:

Mississauga Arts Council is hosting a MicroGrant Information Session via Zoom on Wednesday, February 19, 2025, at 1 PM.

Register for the Information Session here:

<https://us02web.zoom.us/meeting/register/LEYKIBqIS8ilJ3m-L9hvHg>

When you register, you will receive an email from Zoom with your link to attend the information session.

Can't attend the information session?

The information session will be recorded and available on MAC's YouTube. Feel free to email your questions to susan@macarts.ca so they can be addressed at the information session.

2025 MAC MicroGrant Assessment:

MAC Matchmaker MicroGrant applications will be evaluated by an independent jury of artists and/or arts industry professionals in Mississauga. To ensure consistency and fairness, each peer assessment jury uses the same scoring criteria and a non-voting member of MAC will audit each jury session to ensure a fair and transparent process. **The decision of the jury is final and confidential.**

The peer assessment committee will evaluate applications based on the following elements:

- Impact & Innovation of the proposed project
- Qualifications and Experience of Applicant to undertake the proposed project
- Connection to the Community, Audience
- Attainable Project Schedule & Work Plan
- Realistic Budget

Successful MicroGrant applications will:

- Be an intriguing, valuable or impactful project
- Enrich arts offerings available to Mississauga audiences
- Demonstrate a commitment to supporting the Mississauga Arts community
- Contribute to the positive career development of the artists involved
- Include a feasible schedule, budget, and project details

2025 MAC MicroGrants - Frequently Asked Questions

How can I apply for a MicroGrant?

Visit macarts.ca/microgrants to learn about MicroGrants and complete the online form by **5:00 PM on Monday, March 24, 2024**.

Where is the application form?

You can submit your MicroGrant Application form here:

<https://form.jotform.com/250305841320242>

When is the application deadline?

All MicroGrant applications must be received by MAC by **Monday, March 24, 2025, by 5:00 PM. NO LATE SUBMISSIONS WILL BE ACCEPTED.**

We encourage applicants to apply early to ensure their submission is received by the deadline.

What does “in-kind” mean?

An in-kind contribution is a non-monetary contribution or donation. This includes donated goods, services or volunteer work to support a project. In-kind contributions can include goods or services offered free of charge or at a significant discount rate (ex. Free rehearsal space, volunteer services).

Will MAC review my application before I submit it?

MAC can only provide advice on submission requirements. MAC will not provide feedback on the content or quality of your application.

We encourage you to review the guidelines thoroughly. We also encourage you to view the information videos on our website: macarts.ca/microgrants

After reviewing these resources, if you still have questions, you can reach out by email for more information to susan@macarts.ca.

What if I require accessibility support to apply for a MicroGrant?

If you require assistance completing the MicroGrant application web form, please email susan@macarts.ca and we will contact you to discuss accessibility support.

Who can I contact with questions or for more information?

After reviewing the guidelines, information session (live virtual session on Wednesday, February 19, 2025, or YouTube recording), and frequently asked questions, you can address any additional questions to staff via email. Please contact susan@macarts.ca and allow 2-3 business days for a response.