



COVID-19 Emergency Support Fund for Cultural, Heritage and Sport Organizations Phase 2 Attestation Form – For-profit Venues

The Government of Canada is implementing the COVID-19 Emergency Support Fund for Cultural, Heritage and Sport Organizations (the Fund) to complement economic measures already announced by the Government of Canada, such as the Canada Emergency Response Benefit, the Canada Emergency Wage Subsidy, the Canada Emergency Business Account and the Canada Emergency Commercial Rent Assistance for small businesses. This fund will help organizations ensure that they can continue contributing to their sector in the future.

Your organization could possibly receive this additional funding through the Department of Canadian Heritage (the Department). You do need to apply for this funding AND you must carefully read, sign and return this attestation form as well as all the required documents to FACTOR prior to receiving any payment. Please note that submitting an application is not a guarantee of funding.

Funding criteria specific for for-profit venues

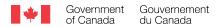
Please note that not-for-profit venues could also be eligible if they do not receive emergency support through the Department of Canadian Heritage's (PCH) Canada Arts Presentation Fund (CAPF) or from the Canada Council for the Arts (CCA). However venues associated with a city/municipality or an educational institution are excluded.

To be able to receive funding from the Emergency Fund, you must meet the following criteria:

- 1. Be a Canadian entrepreneur or organization in the live music sector that does not normally receive funding from the Canada Music Fund (CMF);
- 2. Entrepreneurs and organizations with revenues of \$ 100,000 or more must have had a profit margin of less than 15 percent in their last fiscal year or at least since March 15, 2020;
- 3. A minimum of 25% of the programming during the 2019 calendar year was musical performances;
- 4. At least 50% of the musical programming presented during the 2019 calendar year were performances by **Canadian artists*** and / or demonstrate that the venue is essential in the ecosystem i.e. in the development of Canadian artists;
- 5. Have infrastructure for musical performances such as a stage, a sound and lighting system, etc.; and
- 6. Be able to demonstrate that the artists have been remunerated for their performance (agreements/contracts with the artist or another party, cheques, etc.).

Funding conditions

- The funds are to be used to cover the activities related to the Canadian portion of your eligible music-related activities (i.e. related to Canadian artists), which are:
 - Activities related to the promotion and marketing of Canadian sound recordings; and
 - Activities related to the touring and showcasing of Canadian artists at home and abroad.
- The emergency fund can be used to cover the following expenses:
 - Salaries and benefits, professional fees as well as artists' fees (the Emergency Fund does not replace nor supplement the maximum financial aid provided through the Canada Emergency Wage Subsidy);
 - Administrative expenses;





- Fixed operational costs (rent, electricity, etc.) for a maximum of \$10,000 (the Emergency Fund does not replace nor supplement the maximum financial aid provided through the Canada Emergency Business Account and/or the Canada Emergency Commercial Rent Assistance);
- Contractual or financial obligations related to touring or other canceled music events; and
- Contractual or financial obligations arising from other music related activities (deposits for studio fees, rehearsal spaces, etc.).
- The funds are not to be used to cover expenditures already funded under any other government COVID-19
 emergency measures, including but not limited to the Canada Emergency Response Benefit, the Canada Emergency
 Wage Subsidy, the Canada Emergency Business Account, and the Canada Emergency Commercial Rent Assistance
 for small businesses.
- All funding received from other government emergency measures to address COVID-19 must be declared to the Department, upon request.
- Your organization must remain in good standing at all times with the Crown, Musicaction and FACTOR; the funding
 provided will help ensure a continuity of operations, enabling your organization to continue contributing to the sector in
 the future.

Funding received from the COVID-19 Emergency Support Fund for Cultural, Heritage and Sport Organizations, whether received as a grant or a contribution, may be audited by the Department to ensure funding conditions have been respected.

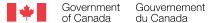
Recipients may have to submit a final activity report and financial report, which will make it possible to assess the use and impact of the financial contribution received.

Required documents

Entrepreneurs and organizations must submit the following documents with their application:

- 1. The current **Attestation Form** relating to how the eligibility criteria are met as well as a confirmation of the need for the emergency fund duly signed;
- Financial statements (audited, or review engagement or notice to reader) from YOUR last fiscal year completed. If you do not have financial statements, documentation of revenues and expenses from YOUR last fiscal year completed;
- 3. **Monthly cash flow statement** of your incurred and planned expenditures for **March 15**, **2020 to March 31**, **2021** (administrative budget items and fixed operating costs such as salaries, rent, etc.);
- 4. For venues: a list of musical performances presented during January 1, 2019 to December 31, 2019; and
- 5. For venues, <u>if less than 50% of the musical programming presented during the 2019 calendar year were performances by Canadian artists</u>: A short description on how you have been essential in the development of Canadian artists.

^{*} Note - Canadian artist is defined as follows: a citizen within the meaning of the Citizenship Act or a permanent resident of Canada within the meaning of the Immigration and Refugee Protection Act; The term "Artist" refers to an artist solo performer, a musical group or collective. In the case of music publishing activities, an "artist" refers to a songwriter or composer. A group or a musical collective is considered Canadian if at least 50% of its members, including the lead singer are Canadians.





This Attestation Form must be filled, signed, and saved using <u>Adobe Reader</u> (free for download online). Ensure that you have the current version on your computer. The final PDF should not have pages added or removed, and typically should still display the fillable fields in light blue.

We find that different web browsers sometimes have problems with Adobe. We suggest using Google Chrome or Mozilla Firefox to download the form because they are fully compatible.

Applicant Information		
Applicant Name:	Address:	
		Postal Code:
Form Contact Name:	Form Contact	ct Email Address:
Form Contact Phone Number:		
Venue Capacity:		
Total gross revenue from last	fiscal year completed:	
Total incurred and planned ex	penditures for the current fiscal ye	ar:
Banking Information		
To receive payments through	this fund, you must provide bankin	g information for direct deposit.
— — — financial institution number t		_ — — — — — — — — — — unt number
Social Insurance Number (sole	e proprietors) to issue T4A:	
Business Number (partnership	os and corporations) to issue T4A:	
Attestation (to be completed	by the person authorized to sign or	n behalf of the Applicant):
If funds are approved, as the pe	erson authorized to sign on behalf of t	he Applicant,,
	ization meet the funding criteria set or ization has been negatively impacted	by COVID-19, which has resulted in financial
	ation and its operations, and therefore	
·	ojected financial impact of at least 25% organization may only receive Emerg	。 ency Support Funds from one participating
funding Department or a Telefilm Canada);	Agency (Canadian Heritage, Canada	Council for the Arts, Canada Media Fund or
 I hereby consent to the 		ncy or other government departments, if
		ation regarding whether or not funding under some some some some some some some some
 I agree to the terms and 	d conditions listed above;	·
I acknowledge that make	ring a false declaration is a criminal of	ffense.
Name (Print)	Signature	Date