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# **ALBERTA DAY 2022 EXPRESSION OF INTEREST GUIDELINES**

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## OVERVIEW

The Province of Alberta was established by federal legislation on September 1, 1905. To recognize this important date, Alberta's Government will be establishing September 1 as Alberta Day in perpetuity. Alberta Day will provide municipalities an opportunity to celebrate the history, heritage and cultural identity of our Province.

The Alberta government is inviting municipalities to take part in this celebration. This document has been created to assist municipalities in organizing a local Alberta Day event. Alberta's Government believes that all municipalities within the Province of Alberta should be given an opportunity to apply for funding to host an Alberta Day celebratory event showcasing Alberta's cultural identity.

Funding will be distributed across three categories based on a per capita model as follows:

- Municipalities with populations greater than 10,000 will be eligible for up to \$10,000.
- Municipalities with populations between 1,000 and 10,000 will be eligible for up to \$5,000.
- Municipalities with populations less than 1,000 will be eligible for \$1,500.

## PROCEDURE FOR SELECTING MUNICIPALITIES

### Selection Process

Staff within the Alberta Municipalities and Culture and Status of Women will assess municipalities that qualify.

### Selection Criteria

The following criteria will be considered in the selection of a municipality:

1. Population of Municipality
2. Financial Resources
3. Proposed Programming

## SUBMISSION TIMELINES

### 1. Expression of Interest Invitation

- An "Expression of Interest" document is sent to Alberta Municipalities in **August 2022**.

### 2. Expression of Interest Preparation and Submission

- Complete and submit the Expression of Interest document which includes a Budget Worksheet.
- Assistance in the preparation of the Expression of Interest document is available by contacting [csw.event@gov.ab.ca](mailto:csw.event@gov.ab.ca).
- Expression of Interest is forwarded to [csw.event@gov.ab.ca](mailto:csw.event@gov.ab.ca) **August 12, 2022**

### 3. Expression of Interest Selection

- Alberta Municipalities and Culture and Status of Women staff, will review the submissions, and recommend successful municipalities based on the Selection Criteria.

### 4. Awarding of Funding

- The successful municipalities will be officially announced **August 2022**.

**Completed bids must be received by 4:30 pm on August 12, 2022**

Please email bid submission to: [csw.event@gov.ab.ca](mailto:csw.event@gov.ab.ca)