

MCIEG COTW Report – Standard Terms and Conditions

Included below are terms and conditions of grant funding, which your organization accepts and confirms as part of accepting the grant.

- A final report must be submitted within 30 days of project completion. Please find attached the final report template.
- Your project must be completed by month, date, year. In limited cases, subject to special conditions or extenuating circumstances extensions may be provided. Extensions must be approved in writing by the Senior Cultural Planner.
- Any changes to the project details, scope or budget as presented in the application, must be discussed, and receive approval in writing in advance of implementation.
- All required permits and approvals are secured and meet all Federal, Provincial and Municipal legislation, guidelines, and by-laws prior to commencing your project. The award of this grant may in no way be construed as providing for other City approval(s).
- The City of Victoria's support must be acknowledged in any promotional or public materials related to funded activities, including all print and online media. To request a digital copy of the City's logo for use in your materials, please contact: engage@victoria.ca
- Your organization must keep proper accounts of all receipts and expenditures related to the grant project and make available to the City upon request all expenses and documents reporting actual revenue and expenses signed off by the Board of Directors.
- The organization agrees that the City shall not be liable for any incidental, indirect, special or consequential damages, injury or any loss of use, revenue or profit arising out of or in any way related to the project.