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## MEMORANDUM

TO: Grants Committee  
CC: Elizabeth Taylor, Manager, Culture and Events  
FROM: Cathy Collett, Legislative Assistant  
DATE: January 18, 2016  
SUBJECT: **Regional Special Events Grants and Interim Professional Arts Grants–  
Schedule for the Grants Committee**

### **Regional Special Events Grants**

Please be advised that staff have targeted the May 2, 2016 meeting of the Grants Committee to present the recommendation report for approximately sixty (60) Regional Special Events Grants under Administrative Order 201-021-GOV Respecting Regional Special Events Grants. Ms. Elizabeth Taylor has asked to give a short presentation to review the AO at the April 4, 2016 meeting in preparation for the May meeting.

### **Interim Professional Arts Grants**

Staff have targeted a June meeting for the Interim Professional Arts Grants Committee. As many of these applicants projects costs occur in the summer staff wish to meet a June Grants Committee meeting so that recommendations to Regional Council can be heard at the mid July meeting. However the scheduled June 6, 2016 meeting date creates a tight timeline for application assessment and process. Staff is requesting that the Committee consider changing their meeting date to mid-June or hold a special meeting in late June or early July to allow sufficient time to provide the Committee with complete information. A motion to move the date of the meeting will be required if this is the course of action chosen by the Committee.

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