



Arts & Culture Committee Certificate of Recognition Policy

Purpose

The purpose of the Arts & Culture Committee is to foster, develop, and unite artistic and cultural activities in the community. Through the presentation of the Certificate of Recognition, the Arts and Culture Committee acknowledges the achievements and efforts of local arts and culture participants.

Objectives

The Certificates of Recognition will serve to:

- Foster confidence and self-esteem in recipients
- Indicate that the City of Niagara Falls recognizes and appreciates the artistic endeavours of its community
- Promote and encourage the arts and culture community in Niagara Falls.

Procedures

1. Application for Certificates of Recognition forms may be picked up at the Parks, Recreation & Culture office at the MacBain Community Centre (7150 Montrose Rd.) or downloaded from Arts & Culture website (www.artsceneniagara.com)
2. Requests may be made for Certificates of Recognition by submitting a completed application form and returning it to the Parks, Recreation & Culture Department no later than 4 weeks prior to the date required.
3. Once the application has been received, the Arts & Culture Staff liaison will use the criteria listed below to determine eligibility of the request.
4. Having met eligibility requirements, the certificates will be issued and the requesting organization will be notified. Please note that organizations are responsible for putting the names of the recipients on the certificates.
5. Certificates must be picked up at the Parks, Recreation & Culture office between Monday & Friday from 8:30 a.m. – 4:30 p.m.
6. A list of all the certificate requests will be provided to the Arts & Culture Committee for information purposes.

Criteria

1. The event must take place in Niagara Falls.
2. Events must be juried competitions.
3. The Arts & Culture Committee will only award certificates in recognition of achievement. Certificates indicating competition placement (1st, 2nd, 3rd, etc.) will not be issued.
4. The artistic merit of the competition will be considered.
5. Evidence that the activities are reflective of the mandate of the Arts and Culture Committee will be required.
6. Evidence of the capacity of the organization to carry out the proposed activity will be required.



City of Niagara Falls
Parks, Recreation and Culture
7150 Montrose Road, Unit # 1
Niagara Falls, Ontario
L2H 3N3

Telephone: 905-356-7521, ext. 3330
Fax: 905-356-7404
E-mail: prc@niagarafalls.ca
Website: www.niagarafalls.ca or
www.artsceneniagara.com

ARTS & CULTURE COMMITTEE
CERTIFICATES OF RECOGNITION APPLICATION

Date of Submission: _____ Date Required: _____

REQUESTING GROUP/ ORGANIZATION	
Name of Group/ Organization:	
Name of Contact Person:	
Address:	City:
Postal Code:	Email Address:
Telephone Number-Day:	Evening:
EVENT DETAILS	
Date of Event:	
Name of Event:	
Description of Event: _____	

Total Number of Certificates Required:	

Please submit the completed application form 4 weeks prior to your event to:
City of Niagara Falls Arts & Culture Committee
Parks, Recreation and Culture
MacBain Community Centre, 7150 Montrose Rd., Unit 1, Niagara Falls, ON, L2H 3N3.
Or Fax to 905-356-7404