

**ATTACHMENT 'B'**  
**NANAIMO INTERNATIONAL JAZZ FESTIVAL ASSOCIATION**  
**JAZZ FESTIVAL 2024 DERF APPLICATION**



**City of Nanaimo Downtown Event Revitalization Fund Grant  
Guidelines & Application Form (2024)**

This is an application for the City of Nanaimo's Downtown Event Revitalization Funding Program.

Before completing this application form, refer to the eligibility criteria and guidelines.

**2023 Grant Application Deadline: October 10, 2023**

## Application Form

### Organization/Applicant Details

Legal Name of Applicant \_\_\_\_\_

Address \_\_\_\_\_ Postal Code \_\_\_\_\_

City \_\_\_\_\_

Phone Number \_\_\_\_\_

Contact Person\* \_\_\_\_\_ Position \_\_\_\_\_

*\* Must be available to be contacted in December 2023*

Phone \_\_\_\_\_ Email \_\_\_\_\_

Website \_\_\_\_\_

For how many years have you been holding this event/festival? \_\_\_\_\_

Is your organization a registered non-profit society? If so, please indicate your BC Society Registration No. \_\_\_\_\_ and the year of your incorporation \_\_\_\_\_.

Is your society in good standing with the BC Registrar?

Yes

No

### Grant Request Details

Grant Year \_\_\_\_\_ Request Amount \$ \_\_\_\_\_ (max. 35% of total project budget for year)

Total Project Budget for Year \$ \_\_\_\_\_

### Project Details

Please specify the type of project:

**Event** (i.e. public events and community arts, culture, heritage and events that animate public space)

**Festival** (i.e. recurring or one-time culture and heritage festivals)

Project Title: \_\_\_\_\_

Dates / Times of Event or Festival: \_\_\_\_\_

Location(s) \_\_\_\_\_

Number of years initiative has been held in Nanaimo \_\_\_\_\_. New initiative: \_\_\_\_\_

Does your event require a street closure?

- Yes
- No

*Please note that approval of this grant application does not indicate approval of required permits. It is the responsibility of the applicant to ensure that all necessary permits have been obtained prior to your festival or event.*

**A1. Organization/Applicant Profile** (up to 1 page / single sided / no staples / font: Arial or Calibri / font size: 11pt )

Provide a brief description of your organization or a description of your work as an individual organizer.

- If applicable, what is your mandate?
- Does your organization have paid staff or is it volunteer-run?
- Who are your board members and what are their roles?

A1.2 List events that your group has hosted in the last five years

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**A2. Description of Event or Festival** (up to 3 pages / single sided / no staples / font: Arial or Calibri / font size: 11pt)

Attach a description of the event or festival, the context in which the project will take place, the objectives of the project and how these objectives will be carried out.

Respond to these questions:

A2.1 Where does your activity take place?

A2.2 Who is involved?

A large, empty rectangular box with a thin black border, occupying most of the page below the section header. It is intended for the user to provide an answer to the question 'A2.2 Who is involved?'. The box is currently blank.

A2.3 List and describe event or festival and major participants in the project.



**A3. Activity Timeline** (up to 2 pages / single sided / no staples / font: Arial or Calibri / font size: 11pt)

Summarize your schedule of activities in a timeline format, (include research and planning).

**A4. Community Impact** (up to 1 page / single sided / no staples / font: Arial or Calibri / font size: 11pt )

How does your initiative enhance and / or promote the vitality of downtown Nanaimo? How does it align with grant priorities?

**A5. Anticipated Attendees** (attach additional sheets if necessary / single sided / no staples / font: Arial or Calibri / font size: 11pt)

Who is your target audience? Please provide anticipated numbers (explain assumptions)

# Participants	# Organizers	# Volunteers	# Spectators
_____	_____	_____	_____
Age # under 19	Age # over 19	# out of town	# overnight stays
_____	_____	_____	_____

Additional comments

**A6. Partnering & Sponsorship**

(attach additional sheets if necessary / single sided / no staples / font: Arial or Calibri / font size: 11pt)

Are you partnering with an existing community group / organization?

- Yes
- No

If yes, please identify the group / organization detailing the nature of their involvement including roles and responsibilities (attach letter(s) of commitment / support)

Courtyard at Marriott Hotel, Coast FM, The Bulletin, The Vancouver Island Sculpting Studio

## A7. Marketing & Promotion

(attach additional sheets if necessary / single sided / no staples / font: Arial or Calibri / font size: 11pt)

How will your festival or event be publicized? Include any marketing enhancements and any marketing that is being done to target out of town visitors (attach marketing plan if available)

Is the event or festival open to the public and promoted as such?

- Yes
- No

Is there an admission fee? Include anticipated revenues in the budget.

- Yes to the Headliner event at the Port and the bars such as The Vault, the Queens and the Nanaimo BAR
- No to the outdoor festivities, the parade and the restaurant and hotel venues

**A8. Funding Sources** (attach additional sheets if necessary / single sided / no staples / font: Arial or Calibri / font size: 11pt)

Use the [Downtown Event Revitalization Fund Grant Budget Form](#) to list all revenues and expenses of your project. Include this with grant request. *Note: your budget must balance.* An excel version of this form can also be requested by contacting us directly.

What other sources of revenue are you pursuing?

If your organization has sought funding from for other sources at the City of Nanaimo funding this year, please list them as below:

Grant Type Pending \_\_\_\_\_ Amount Requested \$ \_\_\_\_\_

Has this application been approved?

- Yes
- No

If you have applied for multiple grants, please specify the source(s) (grant types) and dollar amount(s) (attach additional sheets if required)

Grant Type \_\_\_\_\_ Amount Granted \$ \_\_\_\_\_

Grant Type \_\_\_\_\_ Amount Granted \$ \_\_\_\_\_

Applicants **may** apply for Downtown Event Grant funding if they have received other funding assistance through the City of Nanaimo, but may not apply to more than one source for the same activities.

If this is an ongoing initiative, how do you intend to ensure its sustainability beyond this funding?

Other strategies to measure progress for the future include having a strong, accountable Board and transparent governance, innovative marketing and branding, and building a solid foundation.

**A9. Support Material** (no more than 4 pages, single sided / no staples / scanned copies only / no originals)

Please include relevant support materials (video documentation, images with corresponding descriptions, news articles or press coverage, brochures / programs of one event in previous or current year, resumes, publications, etc.)

- up to 10 images (Jpeg files preferred)
- up to 5 sound clips, no more than 2 minutes in length (online links preferred)
- up to 5 minutes of video (online links preferred)
- up to 3 pages in writing samples, related publicity or marketing materials or participant biographies

**Data limits apply to uploading materials. Files must be smaller than 100MB.**

## Final Report on Previous Year Funding

- Applicants who have received funding in previous years must submit a [Final Report](#) on your most recent event, at least 30 days before a new funding request is submitted. If your previous event is not yet complete, please submit an interim report. **Failure to provide a Report will render new applications ineligible.**

## Grant Preparation Zoom Attendance

- Please note attendance of mandatory Grant Preparation Zoom meeting

\_\_\_\_\_

Date of meeting

\_\_\_\_\_

Name(s) of attendee(s)

## Signature & Declaration

I hereby acknowledge that the information included with my application is complete, true and correct to the best of my knowledge, and that I have been authorized by the Board of Directors (if representing an organization or society) to make this declaration and to submit this application on behalf of the above-named organization.

By signing this document I formally agree that my organization will accept the terms and conditions of this Grant as outlined in the guidelines. I acknowledge that the awarding of a grant is at the sole and absolute discretion of the City of Nanaimo. The City of Nanaimo retains the right to rescind or reduce any grant previously awarded if terms and conditions of funding are not met.

I hereby declare that if our organization is successful in obtaining a City of Nanaimo Downtown Event Revitalization Fund Grant, that we give the City of Nanaimo (or a third party appointed by the City) the right to review the project / program for which the grant was obtained to ascertain whether grant monies received were used for the stated purpose(s) set out in this application.

  
\_\_\_\_\_  
Signature

\_\_\_\_\_  
Position

\_\_\_\_\_  
Date

*Freedom of Information and Protection of Privacy Act Statement:* Information collected on this form, or provided with this form, is collected under the general authority of the *Community Charter and the Freedom of Information and Protection of Privacy Act*, and is protected in accordance with the Act. Personal information will only be used by authorized staff to fulfill the purpose for which it was originally collected, or for a use consistent with that purpose. For further information regarding the collection, use, or disclosure of personal information by the City of Nanaimo, please contact the Legislative Services Department at 250-755-4405.

## 2024 Downtown Event Revitaliza2on Fund Budget Form

Using the form provided, please supply a budget for this project that demonstrates thorough understanding of revenues and expenses.

Please note: Revenues and Expenses must balance.

Attach a separate page for budget notes, or for a more detailed breakdown, if appropriate.

REVENUES	
PUBLIC FUNDING	
City of Nanaimo (this request)	\$ 30,000.00
Other (specify): Heritage Canada	\$ 30,000.00
TD Bank	\$ 10,000.00
EARNED REVENUE (specify): Ticket sales	\$ 20,000.00
FUNDRAISING (specify) Merchandize & DonaVon	
	\$ 2,500.00
OTHER (specify): DonaVons	
TOTAL REVENUES	
	\$ 92,500.00
EXPENSES	
FEES	
ArVst Fees	\$ 45,000.00
Professional Fees	\$ 18,000.00
Other (specify):	
PRODUCTION EXPENSES	
Rentals Port Theatre, Stage, tents, Portable Toilets	\$ 7,000.00
Materials and Supplies (specify): Parade, Volunteer clothing,	\$ 2,000.00
Insurance	\$ 1,300.00
Permits	\$ 300.00
Other (specify): Road closure	\$ 2,000.00
Copywrite	\$ 900.00
MarkeVng and PROMOTION	
AdverVsing	\$ 7,000.00
Print Materials	\$ 2,000.00
ADMINISTRATION (specify): Coordinator & office supplies	
	\$ 7,000.00
OTHER (specify):	
TOTAL EXPENSES	
	\$ 92,500.00
Surplus / Deficit	



A2

The Nanaimo International Jazz Festival continues to be in alignment with its Mission: to help raise the cultural profile of Nanaimo, promote artistic and commercial vitality of Nanaimo's downtown core, develop a jazz audience, offer educational and entertaining events and opportunities for emerging and professional jazz musicians and performance opportunities in various venues around Nanaimo. This is achieved by collaboration with organizations such as the Friends of Nanaimo Jazz Society, Old City Quarters, Quadrangle Concerts, Nanaimo Blues Society, the Port Theatre, and various downtown venues such as the Vault, Modern, Minnoz, the Nanaimo Bar etc...

Collaboration and sponsorships continue to flourish and increase with the continued support of The Port Theatre, TD Bank, HA Photo, CHLY, Nanaimo, Coast FM, The Bulletin, The Discourse, Take 5, Long & McQuade, Budget Rentals, Nanaimo Magazine, the Snaw Naw As Market, and the Marriott Hotel.

The continued support from Heritage Canada in the form of a grant in 2024 will significantly support our hiring of then more than 125 (in 2023) musicians, and performers, mostly from the Island regions, from Duncan in the south to Comox in the north.

The 2024 festival will increase to 4 days with added collaboration in the visual arts and dance communities. The 8<sup>th</sup> annual Jazz Festival will occur in 3<sup>rd</sup> weekend of September 2024.



Friday, Sept 15	Saturday, Sept 16	Sunday, Sept 17
12:00   The Shineolas	11:45   <b>Waterfront Walkway</b> Musical walk, New Orleans style, with NIJFA marching Band. <i>*meet at Maffeo Sutton Park</i>	13:00   Louise Rose <i>Wesley Street Stage</i>
13:00   Teighan Couch Quartet	13:00   The New Groovement	14:00   The Big Mess <i>Wesley Street Stage</i>
14:00   Doc Fingers <i>Wesley Street Stage</i>	14:00   Scott Arkell & Gosia Hagen	14:30   Mahogany Hall Swing Band "Dancing in the Streets!"
15:00   Duncan Symonds & Super Fly Weight	15:00   Rivercity Sidemen <i>Wesley Street Stage</i>	
16:00   TBA	16:00   Bonnie Brett with Steve Wallace & Phil Dwyer	
18:30   <b>The Modern Café</b> Kenton Willem & Tasha Adams	<b>At the Port Theatre - All Star Concert</b>	
21:00   <b>The Vault – JAM NIGHT</b> Hosted by the Kelby MacNayr Trio	19:00   <b>Wellington Jazz Band</b> Pre-Show in Lobby @18h10 <b>Connor Stewart Sextet</b> <b>Homage to Bryan Stovell</b> with Decadence, NMA & many special guests!	
21:30   <b>The Nanaimo Bar</b> Lady O and The Omen	19:30   <b>The Courtyard by Marriott</b> Brad Shipley & Duncan Symonds	
	21:00   <b>The Vault JAM NIGHT</b> Hosted by the Nick Peck Quartet	

Join us Saturday night at the Port for an All-Star Concert! Tickets \$35 general, \$30 NIJFA, \$22.50 youth. Tickets for sale at The Port Theatre or their web ticket service "https://www.porttheatre.com/tickets/

Bravo to our Wonderful Venue Sponsors!

Thank you to our Generous Sponsors **HA PHOTO**







# arts & entertainment

## Festival jazzes up downtown with flair

**STAFF WRITER  
NEWS BUZZ**

Groovy tunes and funky New Orleans flair could be seen and heard all weekend long, Sept. 15-17, in the downtown core as the Nanaimo International Jazz Festival took over.

Last year's Pacific Contact Festival of the Year provided lots more of what it does best at this year's event.

The festival started at noon on Friday and kept the party going until Sunday evening. There were five times all weekend long on the Wesley Street

stage, and a New Orleans-style musical walk with the NIFJA parade band led music enthusiasts along the Harbourfront Walkway on Saturday morning.

A special all-star concert was held at the Port Theatre, also on Saturday, as a homage to one of the city's most beloved music emcees, Bryan Stovell: The Connor Stewart Sextet, Decadence and Nanaimo Musicians' Association Big Band performed at the concert, with a surprise appearance by jazz superstar Diana Krall.



Dressed in her festive best, Susana Michaelis takes part in the New Orleans-style jazz march that started at Marine Square Park on Saturday, Sept. 16, as part of the Nanaimo International Jazz Festival. (Karl F. News Bulletin)

## Storyteller wants people to harness the flame of their everyday lives

**MANDY MORAES  
NEWS BUZZ**

The hit storytelling event recalling the personal lives of everyday people is coming to Nanaimo.

Award-winning actor and creator of *Monty's Head*, Deborah Williams, will be performing from the Island and Lower Mainland to the Port Theatre stage on Sunday, Sept. 24, to share a bit of their extraordinary for *The Flame*.

"I wanted to hear about some other ways of life," Williams said. "I am fascinated by people's normal. And when you start a story, a person really has to tell you what their normal is because it's going to be an extraordinary thing they're telling you about. So, we've got to hear about what their normal is so you can hear what their extraordinary is."

*The Flame* has flourished since its humble beginnings in Williams' outside

Vancouver living room in 2009 when the storyteller, along with co-creator Joel Wirkkunen, invited roughly 20 people to share a personal and true story.

"All these actors, because that's mostly who I know, who were terrified when they came over," Williams said, "they were terrified saying 'oh my God, I got to do this again, this is so great.'" Williams said.

While the storytelling sessions are not therapy, the storyteller or emcee, there's something about communal sharing and getting perspective on one's life.

The name of the series is reminiscent of the saying that "minds are drawn to the flame" - and is the perfect analogy, Williams said, for an event that allows people to gather.

The series has shown in Victoria, New Westminster, Surrey and on Gabriola Island, to name a few, and will open the Port Theatre's Spotlight series.



Kira Bradshaw toots her horn here as she helps lead the jazz march through Marine Square Park on Saturday, Sept. 16, during the Nanaimo International Jazz Festival. (Karl F. News Bulletin)



Diana Krall surprised Bryan Stovell and the whole audience by appearing at the all-star concert on Sunday, Sept. 16, at the Port Theatre and performing her song *How Deep is the Ocean*. (Dill Photography photo)



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# VANCOUVER ISLAND DAILY DISH



## LEARNING TO KRALL

Nanaimo's favourite jazz singer a surprise guest at hometown jazz festival salute to musical mentor

Connor Stewart – Picking up the first of eight horns at 13, Vancouver Island born and raised Connor Stewart was invited to join Arrowsmith Big Band at 15, and assume lead alto with the Nanaimo Musicians Association Big Band at 16. He started playing professionally and leading adult jazz bands that same year, and began earning his living full time in New Orleans at 17 as a bandleader, frontman, sideman, composer/arranger, studio musician, and educator.

The Connor Stewart Sextet features John Lee playing bass, Miles Lyons trombone, Zack Knewstubb piano, Aaron Levinson drums, Mike Clement and Connor on saxes and clarinet.

Earning accolades from from colleagues and fans alike for his emotive playing, multi-instrumentalist CONNOR STEWART (tenor/alto/soprano/bari saxes, clarinet, trumpet, cornet, flugelhorn, flute, vocals) plays soprano sax and clarinet for the "Swamp Donkeys Traditional Jass Band," tenor sax with the "Shannon Powell Quartet" led by Preservation Hall drummer Shannon Powell (Harry Connick Jr, Dr. John, Diana Krall, John Scofield,) and has recently been invited to join and play trumpet in "The Trumpet Mafia" led by Grammy winning University of New Orleans jazz trumpet studio leader Ashlin Parker (Irvin Mayfield's New Orleans Jazz Orchestra, Aretha Franklin, Adonis Rose, Ellis/Jason Marsalis.)

## The Big Mess

Since 2011, with inspiration drawn from blues, Latin, pop, jazz, swing, musical theatre, electronic (& even classical) music, this father/son duo has been delighting audiences from ages 3 to 103. They're named The Big Mess for two reasons: 1. They play a big mess of musical styles, and mess with them in their own big messy ways. 2. They honour that being a mess is a quintessential part of being human. Let's celebrate THE MESS! Kyle has performed with a variety of musicians, including Marty Steele, Nico Rhodes, James McRae and Andrew Homzy's Disney does Da Jazz orchestra. Theatrically, Kyle Shepard has performed major roles in Rocky Horror Show and The Little Mermaid. Marty Shepard was born & raised way too long ago in Chicago, Illinois. As one of the original members of REO Speedwagon, he has also enjoyed performing with Brooke Maxwell's Planet Swing & El Super Bando, Joëlle Rabu, Nico Rhodes, James McRae and Marty Steele

## Patrick Courtin Swing Band: Mahogany

Hall Full band photo (is with Andrew Cullen but instead will be Drake Shoemaker). I'll also put various links here for ease of use: <https://www.instagram.com/mahoganyhallswingband/> <https://www.facebook.com/MahoganyHallBand> <https://www.youtube.com/channel/UCMaN5MG1occOBvpVwyx3bvQ> <https://www.youtube.com/@mahoganyswingband1492>

Mahogany Hall Swing Band is a Vancouver-Island based jazz ensemble led by pianist Patrick Courtin and vocalist Simon Paterson. The two first met as historical interpreters working at Barkerville Historic Town while performing music of the gold rush era on a historic stage. The pair became fast friends and were particularly drawn together by their mutual love of classic jazz music—especially the Great American Songbook. Their influences include Frank Sinatra, Billie Holiday, Nat King Cole Trio and Kurt Elling, but also Tom Waits, Stephen Sondheim and Seth MacFarlane. Their sound is full of hard-swinging jazz, soulful blues and lush ballads. They also specialize in playing music for swing dancing, with a repertoire that is stocked full of hot jazz tunes in the styles of Fats Waller, Jelly Roll Morton, Cab Calloway, and more. They are delighted to be joined by exceptionally talented musicians Nico Rhodes (saxophone), Drake Shoemaker (bass), and Al Murray (drums)

**Bonnie Brett**, for decades, has been a favourite of Toronto Jazz audiences. Known as a swinging singer of great power and finesse, Bonnie has headlined many concerts and club venues, most notably, The Montreal Bistro, The Top of The Senator and the REX in Toronto, Herman's in Victoria, The Old School House in Qualicum and various club dates in Ascot and London England. She had appeared at the Du Maurier Downtown Jazz Festival, The TD Canada Trust Jazz Festival, The Port Hope All Canadian Jazz Festival and the Festival International de Jazz du Montreal. Bonnie's repertoire is sophisticated and sweet but also fun and swingy – vocal jazz at its finest.

**Bryan Stovell** – Bryan retired from a 35-year career as a music educator in Nanaimo. Since 'retiring,' he has taught Jazz Theory and Improvisation in the Vancouver Island University Music Department. He directs the Nanaimo Musicians' Association Big Band.

Bryan's school bands won many provincial and national awards; and his groups performed in Japan, the United States, various countries in Europe, and every major city in Canada. Many of

his former students are professional musicians and music educators, the best known being international stars Diana Krall, Ingrid Jensen, and Christine Jensen.

Bryan is a Music Fest Canada Hall of Fame member and recipient of the Marshall McLuhan Distinguished Teacher Award for both BC and Canada; upon his retirement he was honoured by the BC Music Educators' Association with its Professional Music Educator Award. He is former chairman of the Concert Band and Orchestra division of Music Fest Canada and sits on the Festival's board of directors.

What Bryan enjoys most is working with music students of all ages