



## 2026 Summer Stages – Community Partner Program Guidelines

### 1. About Summer Stages Community Partner Program

From **July 14** to **August 27** of 2026, the **Confederation Park** will be filled with music, entertainment and activities and come alive! We will be installing a temporary stage next to the playground to create a vibrant space for the community to enjoy all summer long.

The **Summer Stages Community Partner Program** is piloting a limited one-time funding opportunity in the range of \$1,000 to \$5,000, to support registered **non-profit organizations, collectives and individuals** who wish to partner with the City to host a small-scale community event at Confederation Park on select dates between July to August to help transform and bring this space alive!

**Available dates:** Tuesdays and Thursdays from 11 am– 4 pm.

The goal of the Summer Stages Community Partner Program is to align with the City of Burnaby’s Vision:

- Reflect community’s cultural aspirations;
- Contribute to vibrant parks, streets and neighbourhoods; and
- Create memorable experiences for residents and visitors.



## 2. Deadlines and Submissions

The Community Partner Program Proposal Applications will be open from **Wednesday, April 1 to Sunday, May 31, 2026**, on the [Summer Stages](#) website. Applications must be received by **Sunday, May 31**.

Only application forms that are completed in full will be reviewed. As late submissions will not be reviewed, applicants are encouraged to review the details in this document and reach out to [celebrate@burnaby.ca](mailto:celebrate@burnaby.ca) to discuss eligibility for this program, obtain more information or ask any questions.

Please note that the submission of an application form does not guarantee funding as this is a competitive process.

## 3. Eligibility

### 3.1) Eligible Applicants:

- Registered non-profit organizations, collectives and individual art practitioners
- Must apply by **May 31, 2026** in advance of the requested event date in order for the application to be reviewed
- Applicants from organizations that have received grants from the City of Burnaby in the same calendar year must demonstrate that the proposed project differs from the project or activity for which the grant was received
- Applicants must be in good standing with the City of Burnaby (e.g. up to date in taxes, fees and report filing)
- Applicant must follow City bylaws, permits and policies

### 3.2) Programming:

- Must take place on available dates between July 14– August 31, 2026
  - Confederation Park: every Tuesday and Wednesday from 11 am – 4 pm
- Maximum of two partnership dates a month
- Must be free and open to the public
- Programming of activations should actively engage the community
- Programming must not duplicate the activities being produced by the City

### 3.3) Priorities for Funding:

- Priority will be given to organizations, collectives and individuals based in Burnaby or who serve the residents and communities of Burnaby
- Those whose proposed activities pursue goals of equity, diversity, accessibility and inclusion

### 3.4) Exclusions

- Funds are **not** available to support activities that focus on political, religious or spiritual viewpoints, advocacy, education and/or seek to attract only a special interest audience or to recruit new members
- Organization's start-up costs or ongoing operating or administration expenses
- Activities whose main purpose is fundraising or any related fundraising activities
- Events that occurred in the past or deficit funding
- Demonstrations, marches and rallies
- Block parties, craft fairs, picnics, garden shows, street markets, farmers markets, carnival contests, competitions, juried exhibitions, organized runs and walks
- Activities included in the Licensed Charity Gaming Rules (i.e. – 50/50s, raffles, bingos).
- **No sales**

## 4. How to Apply

Applicants must submit a **program application** form including applicant and program details.

## 5. Selection Process

### **Review Process**

The application review and approval process includes multiple steps and will take up to 2 weeks to review. Applications to this program are evaluated through City staff review. All decisions are final. Applicants will be notified by email.

**All eligible applications will be evaluated, and funds will be distributed according to the following criteria:**

<b>Criteria:</b>	<b>Weighting:</b>
Burnaby based organization or who serve the residents and communities of Burnaby	15%
Have you not been a part of a City of Burnaby events before?	5%
Proposed activities pursue goals of equity, diversity, accessibility and inclusion	15%
Proposed programming pursues goals of advancing health, wellness and social inclusion in public spaces	10%
Creativity and originality of programming ideas	15%
Proposed programming serves an under-served community	10%
Alignment with Festivals & Events Vision: 1. Reflect community's cultural aspirations 2. Contribute to vibrant parks, streets and neighbourhoods 3. Create memorable experiences for residents and visitors	10%
Feasibility of plans (i.e. evidence of competent administration, demonstrated ability to undertake planning and implementation of activities, detailed outline of program activities)	20%