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## The Kingston & Area Association of Museums, Art Galleries and Historic (KAM) is seeking expressions of interest from cultural heritage sites, spaces, and organizations to participate in Doors Open 2022!

Doors Open Ontario is a provincial program and visitor brand that provides residents and visitors with a unique opportunity to explore and enjoy, sometimes hidden, but always interesting, cultural heritage places and spaces in Ontario cities, towns, and villages – all free of charge!

KAM is organizing Doors Open 2022 event to highlight the rich and dynamic cultural heritage features and narratives of the Kingston & area region. Our purpose is to promote cultural heritage provision, create opportunity for audience re-engagement, and encourage regional daytrips within the area.

### **When?**

Doors Open Kingston & Area will take place on **Saturday September 24<sup>th</sup> and Sunday September 25<sup>th</sup>, 2022, 10am-4pm.**

### **How?**

With the removal of provincial COVID-19 regulations for public spaces, 2022 will see a return to a **drop-in event format**. This means visitors can enter your site, free of charge, at any time during the event hours.

**Note:** If your site is ordinarily free of charge to visitors, we recommend that you offer something in addition to your usual public provision. Remember, the purpose of Doors Open is to connect visitors with cultural heritage spaces and experiences that they would not otherwise be able to access on a day-to-day basis.

### **Who can participate?**

We welcome all KAM members to participate, whether you are based within the City of Kingston or not. If there is no local Doors Open event happening within your local community, but you want to get involved in this provincial program – take part in Kingston & Area Doors Open 2022!

We also welcome Kingston-based non-member organizations who wish to open their heritage spaces for public visitation to participate as well.

## **Doors Open 2022 Theme:**

Each year, the Ontario Heritage Trust sets a theme for Doors Open Ontario. The theme for 2022 is DESIGN. While not a requirement to participate, we do recommend that you curate your event around this theme if possible.

For more information on this theme, visit: <https://www.heritagetrust.on.ca/en/pages/our-stories/interpretive-themes/design>

## **What am I responsible for? What is KAM responsible for?**

Participating sites and organizations are responsible for:

- Completing the registration form for Doors Open 2022 and submitting it to the KAM office by the appropriate submission date.
- Organizing staff and volunteers for the event
- Organizing additional added-value exhibit or programming features for the event (as appropriate for your site and resources)
- Implementing sites specific/appropriate health and safety protocols, including liability insurance
- Keeping count of Doors Open visitors and reporting these numbers back to KAM after the event.

KAM is responsible for:

- Organizing the registration process for all interested participating sites and organizations
- Creating a promotional campaign for Doors Open 2022 event through local media and social media channels
- Updating the Doors Open Ontario website with event information and individual participating site information
- Providing a summative report of the event to Doors Open 2022 participants and Heritage Services at City of Kingston.

## **Health & Safety**

Please note, KAM will promote Doors Open as a “masks are welcome here” event. If your organization and/or site have specific policy protocols related to COVID-19 health and safety, you must inform KAM so we can communicate this clearly to potential visitors.

## **We want to get involved – what next?**

Please complete the attached registration form and email to [info@kingstonmuseums.ca](mailto:info@kingstonmuseums.ca) by **Friday, August 12<sup>th</sup>, 2022.**

