

PROGRAM GUIDELINES 2021/22

PROJECT ASSISTANCE: Visual Artists

Program Impacts and Changes Due to COVID-19

The BC Arts Council recognizes the unprecedented impact the COVID-19 pandemic is having on the B.C. arts and culture sector. While every effort is made to minimize revisions, program guidelines may be updated to align with the current provincial and federal orders and public health directives. Please:

- Ensure you have the latest version of the program guidelines as posted on the BC Arts Council website. Any changes to the guidelines made after the original posting will be clearly highlighted.
- Find up-to-date information posted on our [COVID-19 update page](#).

About the BC Arts Council

For more information about the BC Arts Council's mandate, vision, values and strategic directions please visit the [About](#) and [Priorities](#) sections on the BC Arts Council website.

Equity and Cultural Context

In its Strategic Plan [New Foundations: 2018-2022](#), the BC Arts Council makes a commitment to principles of equity, diversity, accessibility, and truth and reconciliation in all of its programs and processes. The Council conducts its own operations and funding activities in accordance to legislation such as the [BC Human Rights Code](#), [Accessible Canada Act](#), and the [United Nations Declaration on the Rights of Indigenous Peoples](#), as well as [Calls to Action of the Truth and Reconciliation Commission](#).

The BC Arts Council acknowledges the cultural, geographic, and regional diversity of the province, and the distinct and varied contexts of Indigenous, cultural, and regional communities. The BC Arts Council also recognizes that all artistic practice exists within diverse and specific cultural contexts.

Applicants are encouraged to contemplate a variety of factors related to cultural appropriation, representation, and equitable and ethical collaboration processes, and to clearly position their work within its cultural context in their submission. Equity and access are central to the BC Arts Council's response to supporting the arts and culture sector.

Project Assistance: Visual Artists – Program Intentions

Project Assistance: Visual Artists assists professional visual artists, contemporary and traditional craft artists, and independent critics and curators with the creation of specific projects.

Awards are available to support the creation of new works. Applications may be made by individuals or on behalf of a collaboration of two or more artists sharing creative control of a project.

Independent curators and critics may apply to develop their practice independently from art organizations or institutions. Applications may investigate visual and media arts and/or museum practice.

Funding is provided in two levels based on the scale and scope of the project.

Application Deadline and Details

The deadline for submissions is December 6, 2021, **no later than 11:59 p.m.**

Applications must be submitted via the online grant system. Applicants must ensure that all information and documentation in their online profile is up to date prior to submitting an application.

New applicants must register in the [online system](#). **Approval of a registration request may take up to four business days.** New registrants are notified of approval and provided access to grant applications. Applications by mail, email, or fax are not accepted.

Applicants are encouraged to discuss their application with the program officer prior to submission.

Application Assistance

Applicants who identify as Deaf and/or living with disabilities and who require accommodation or assistance to develop and/or submit an application should contact the program officer or email bcartscouncil@gov.bc.ca for more information.

Receiving application assistance does not influence the application review or outcome.

Eligibility Requirements

Assistance through this program is available to professional artists, critics and curators. For collaborative applications, each individual applicant must meet the eligibility criteria. Ineligible applications will not be reviewed.

Applicant Eligibility

To demonstrate professional status, an applicant must:

- Be a professional visual or craft artist or independent critic or curator, who has completed all basic training (not necessarily in academic institutions).
- Have completed two or more years of artistic practice after basic training,

AND

- As a visual or craft artist, had two or more professionally curated exhibitions for which they have received exhibition fees (CARFAC or equivalent).

OR

- As an independent curator or critic, curated two or more exhibitions or professionally published two or more works of critical writing for which they have received professional fees.

Applicants who have received at least one grant to assist with the creation of work through the First Peoples' Cultural Council Indigenous Arts Program, and have submitted a final report for that grant, may also apply.

To be eligible, an applicant must also:

- Be a Canadian citizen or Permanent Resident.
- Have been a resident of British Columbia for at least 12 months immediately prior to the application deadline, and ordinarily reside in B.C. For more information, see [Determining B.C. Residency](#) page.

- Compensate artists and arts, museums, and culture practitioners fairly in keeping with community contexts and industry standards within the field of practice including adhering to international intellectual property rights standards and cultural ownership protocols
- Have submitted any outstanding final reports on previous BC Arts Council grants by the submission deadline date for this program.
- Have final creative control over the proposed work.
- Be applying for either the first or second time with a project; if an applicant has twice applied unsuccessfully for the same project, the proposal must be substantively changed to be considered.

Eligible Costs

Awards are available to support:

- [Subsistence costs](#) of up to \$2,000 per month for the applicant; recipients of awards are expected to
- devote most of their time to their practice for the duration of the project.
- Costs of materials directly related to the project.
- Rental of equipment and/or space.
- Funds paid to other professionals to help realize the project (e.g., editor, sensitivity reader, etc.).
- Travel expenses relevant to realizing the project.

Exclusions

Awards are not available to support:

- Projects previously assisted through this program.
- Sponsored or commissioned works.
- [Capital expenditures](#) (construction, renovation, or purchase of property or equipment).
- Projects substantially funded through other provincial government agencies.
- Expenses incurred prior to the application submission date.

Grant Amounts

Applicants should apply to the appropriate level based on scope and scale of their project.

Level 1: Awards up to \$7,500 | **Level 2:** Awards up to \$15,000

Assistance through this program is possible only once per BC Arts Council fiscal year (April 1- March 31).

Application Requirements

It is the applicant's responsibility to submit a complete application. The BC Arts Council will not contact applicants to address errors or missing requirements. Eligible applications are assessed as submitted.

A complete online application must include:

- A detailed written statement that includes:
 - a precise description and summary of the proposed project.
 - rationale and objectives underlying the project.
 - a description of how an award will assist with the project.
- Description of equitable and ethical approaches in the project and/or your practice.
- A balanced project budget using the table provided. Include notes on the budget and indicate whether revenues are confirmed or pending.
- All required support material as per the list below.

Support Material

Applicants are advised to review and adhere to the [Upload Requirements for Support Material guidelines](#). Applicants are responsible for ensuring that all support material is in a readable format. Poor quality files may adversely affect an applicant's success. Applicants are encouraged to test all material before submitting their application. Requested material must be submitted via the online system unless otherwise indicated.

Required Support Material includes:

- Curriculum Vitae detailing professional training and related artistic activities (maximum 3 pages).
- Letters from partners or collaborators, if applicable, confirming the nature of their participation.

AND

- **Visual and Craft Artists:**
 - a maximum of 12 images, or
 - a maximum 5 minutes of video documentation
- **Independent Critics and Curators:**
 - up to three published texts, articles or catalogues (maximum 20 pages total), or
 - up to 12 images or maximum 5 minutes of video documenting the work of the artists who will be the focus of the research or project, or up to 12 images or maximum 5 minutes of video documenting a previous exhibition.

Do not submit material beyond what is requested; it will not be presented for assessment.

Assessment Criteria

The areas of assessment are set out below along with their relative weight. Applicants should discuss how the project fulfils each area of assessment and how it may address the strategic priorities and values of the BC Arts Council including those outlined in **Equity and Cultural Context** above.

ALIGNMENT WITH BC ARTS COUNCIL'S STRATEGIC DIRECTIONS (10%)

The assessment panel will evaluate how the applicant and the project aligns with these BC Arts Council strategic directions:

- Indigenous Arts and Culture
- Equity, Diversity, and Access
- Community Arts and Regional Arts

ARTISTIC CONTRIBUTION, SIGNIFICANCE AND IMPACT (70%)

The assessment panel will evaluate the project's overall artistic achievement, contribution, and significance. The panel will consider the:

- Clarity, vitality, and strength of the proposed project demonstrated through the level of artistry and risk, originality and challenge, quality of the practice, and the development of the art form.
- Integrity of the creative processes including approaches to research, collaborations, contributors, source materials, and cultural contexts and protocols, as applicable

- Potential benefits to the development of the applicant's practice, the applicant's own identified communities, and the professional arts community in B.C.
- Level of engagement and sustainable benefits to diverse and/or historically underserved communities and their artistic practices.
- Consideration given to matters of cultural appropriation, influence, representation, equitable and ethical collaboration processes, and appropriate protocols and practices, as applicable.

FEASIBILITY (20%)

The assessment panel will evaluate the viability of the project by considering:

- Achievability of the project as demonstrated by sound budgets, planning, and resource allocation.
- Level of experience in realizing comparable projects at a professional standard.

Assessment Process

Merit-based, independent peer assessment is the primary method of evaluation for all applications to this program. Assessment panels are comprised of individuals with broad professional knowledge, experience, geographical representation, and diverse aesthetic, institutional, and cultural viewpoints, including those from Indigenous perspectives.

The following process is used to evaluate applications:

- The BC Arts Council receives online applications and reviews each one for eligibility.
- The assessment panel evaluates the applications using the assessment criteria outlined above and determines the level of funding and/or conditions on payment of awards.
- The BC Arts Council informs each applicant of the assessment panel's decision in writing.

Applicants are encouraged to contact the program officer for feedback after results have been released.

Notification of Awards

Decisions will be made within sixteen weeks of the application deadline. Notification will be sent via the online system to the contact linked to the online application. Results cannot be requested in advance.

Payment of Awards

All award payments are subject to an authorizing appropriation under the *Financial Administration Act*.

The BC Arts Council reserves the right to redistribute, delay, or suspend payments if the recipient:

- Does not carry out its planned program of activities.
- Undergoes major changes in artistic or administrative direction.
- Does not meet its obligations as a grant recipient, including submission of final reports.
- Fails to comply with legal obligations.
- Fails to respect the commitment to provide a safe and respectful workplace free from harassment, discrimination, and sexual misconduct.

Grants are taxable income and must be reported as such. Individuals receiving grants on their own behalf or on behalf of a collective are issued T4As for the year in which the grant payment is processed.

Final Reports

Recipients must submit a final report with the required documentation of the completed project to the BC Arts Council within 30 days of the Project End date in the application. Final Reports must be submitted through the online system.

Future applications to BC Arts Council programs will be ineligible if reporting requirements are not met.

Confidentiality and Recognition of Awards

Confidentiality of Information

The collection, use, and disclosure of personal information are subject to the privacy provisions of the Freedom of Information and Protection of Privacy Act. The applicant's information will be shared in confidence with members of the assessment panel. The names and locations of successful award recipients may be published, along with the amount of the award, in the Annual Report of the BC Arts Council as well as in various communications and promotional vehicles of the BC Arts Council and Government of British Columbia. Social Insurance Numbers are provided to Canada and Revenue Agency through the issuance of T4As.

Recognition of Assistance

In recognition of funding, the support of the BC Arts Council and the Province of British Columbia should be acknowledged in all promotional materials, both print and online. The approved BC Arts Council and provincial logo and graphics standards are available [online](#) in a variety of ready-to-use digital formats.

As well, funded applicants with a website are encouraged to add a link to the [BC Arts Council](#) website.

Contact Information

Sarah Todd – Program Officer | 236 478-2528 | Sarah.Todd@gov.bc.ca

A full list of program officers is available on [our website](#).

For general information or further assistance, please contact:

Telephone: 250 356-1718

Email: bcartscouncil@gov.bc.ca

Program guidelines are reviewed annually. Be sure that you are working with the most current guidelines for each intake.