



BRITISH COLUMBIA ARTS COUNCIL

An agency of the Province of British Columbia

Mailing Address:

Box 9819, Stn Prov Govt, Victoria, British Columbia V8W 9W3

Location Address:

800 Johnson Street, 1st Floor, Victoria, British Columbia V8W 1N3

Tel: (250) 356-1718

E-mail: bcartscouncil@gov.bc.ca

Fax: (250) 387-4099

Website: www.bcartscouncil.ca

30-003

MANDATE

The British Columbia Arts Council supports the arts and cultural community by providing financial assistance, policy research, advocacy, and public education.

MISSION AND CORE VALUES

The mission of the Council is to engage all British Columbians in a healthy arts and cultural community that is recognized for its excellence. In pursuing this mission, the Council is guided by six core values:

1. Artistic excellence in all art forms.
2. Vibrant arts and cultural communities central to the creation of a healthy society.
3. Breadth of artistic activity - from emerging to established, from classical to experimental and from traditional to contemporary.
4. Inclusiveness, while respecting B.C.'s Aboriginal arts and culture.
5. Clear goals, developed in consultation with the arts and cultural communities, to guide short and long-term operations.
6. Fair and transparent administrative and adjudicative processes that adhere to the principles of accountability, independence recognition of merit, and equality of opportunity.

Project Assistance for Visual Artists

This program assists professional visual artists, craft artists and independent critics and curators towards creation of specific projects. Applications may be made by individuals or a collaboration of two or more practitioners who share creative control of a project.

ARTISTIC EXCELLENCE

All artists and practitioners strive for excellence in their work. The assessment of artistic excellence is central to the evaluation of requests for funding. The fact that everyone experiences artistic work in his/her own way makes the assessment of artistic quality difficult to discuss.

The Council's approach is to consider three dimensions of artistic work:

1. Idea – the intention or artistic impetus behind the work.
2. Practice – the effectiveness of how the work is put into practice and the impact it has on those experiencing it.
3. Development – the contribution the work makes to the development of the artist, the art form and the arts more widely.

All applicants to the British Columbia Arts Council are encouraged to submit concise, realistic requests, responding fully to the assessment criteria.

An essential element of any application is insightful, critical self-reflection. The Council believes that artists and arts organizations are well placed to assess the quality of the work they produce, and how actions and decisions fulfil their stated mandate. Members of advisory committees and juries want to hear the applicant's own assessment of the problems faced and the creative solutions under consideration.

BC Arts Council programs are accessible to Aboriginal artists or arts organizations and artists or arts organizations from diverse cultural and regional communities of British Columbia.

GUIDELINES

Eligibility Criteria

Under normal circumstances, to be eligible, an applicant must:

- Be a Canadian citizen or Permanent Resident and have lived in British Columbia for one year immediately prior to application.
- Be a professional visual or craft artist or independent critic or curator, who has completed basic training and is not enrolled in full-time studies.
- Have completed two or more years of artistic practice subsequent to basic training, and, as a visual or craft artist, had two or more professionally curated exhibitions; or, as an independent curator or critic, curated two or more exhibitions or professionally published two or more works of critical writing.
- Be applying for the first or second time with the same new work, or, if the applicant has applied for the same project twice before, have substantively changed the proposal.
- Have final creative control over the proposed work.
- Have completed and submitted final reports for any outstanding project assistance provided through the BC Arts Council.

For collaborative applications, each individual applicant must meet these eligibility criteria.

For independent curators and critics, awards are available for those who develop their practice independently from art organizations or institutions. Applicants may investigate the visual and media arts as well as museum practice.

Categories

There are two categories of awards in this program:

Category 1: Awards up to \$5,000

Category 2: Awards up to \$10,000

Applicants are encouraged to apply to either category based on the scale and scope of their project.

Eligible Expenses

Under normal circumstances, awards are available for:

- Subsistence (recipients of awards are expected to devote the majority of their time to their practise for the duration of the project).
- Costs of materials of the project.
- Funds to be paid to other creative artists required for the project.
- Travel expenses (including economy airfare, accommodation, per diem, and shipping costs) for travel to the first exhibition of work created with the assistance of the program.

Exclusions

Under normal circumstances, awards are not available for:

- The mass reproduction or exhibition expenses of existing works.
- Capital expenses.
- Promotional expenses.

Adjudication Process

The BC Arts Council is committed to active partnerships in the development and dissemination of arts and cultural activity in British Columbia. Merit-based, independent assessment is the primary method of evaluation.

While the Council makes every effort to respond swiftly to each application, in the interests of fairness, the following process is used to evaluate every application:

- The British Columbia Arts Council receives applications postmarked by the program deadline date and acknowledges receipt by email within 2 weeks.
- The Council's staff review applications for completeness and eligibility.
- A Jury of individuals active in professional visual arts evaluates the applications using the assessment criteria below, and determines the level of funding and conditions on the payment of awards. The Council informs each applicant of the decision in writing.
- Applicants are urged to contact Council staff for feedback on their application.
- Awards are paid to applicants only upon receipt of a confirmed project schedule, and proof that other necessary sources of funding and resources have been secured.

Changes to Awards

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

- Does not carry out their planned program of activities.
- Undergoes major changes in artistic or administrative direction.
- Does not meet obligations as a grant recipient, including regular submission of reports to the Council.

Assessment Criteria

In a competitive process, the Jury will consider each application individually as well as within the range of applications received. Applications are ranked using the following Assessment Criteria.

Artistic Achievement

This criterion encourages applicants to define and demonstrate excellence in their artistic activity, showing how the proposed project will advance the art form or practice that is central to the work of the artist or collective. Jurors will consider the following points:

- Artistic merit of the proposed project.
- Critical self-reflection.
- Clarity, focus and vitality of the proposed project.
- Artistic risk or challenges inherent in, or tackled by, the proposed project.
- Ability to realize the project artistically, based on previous successes and support material.
- The applicant's artistic practice in the context of BC's geographic, aboriginal and cultural diversity.
- Clear statements about compensation to professionals participating in the project.

Feasibility

This criterion considers the achievability of the project. Jurors will consider the following points:

- Diversity of revenue sources (as applicable).
- Abilities in project management including planning and financial management.
- Demonstrated capacity to realize this project.

The primary criterion for assessment is Artistic Achievement.

Juries base decisions on the written proposal and the visual support material the applicant provides. Although no specific weighting is given to these materials, applications that are funded usually have strong elements in both areas.

The jury's decisions will be made within approximately fourteen weeks of the application deadline. The Council will notify all applicants by letter, and will not release results by telephone or e-mail.

Applications

- Applications must be made on forms provided, or submitted electronically via the online application system. Additional application requirements are specific to each program and must be submitted according to program guidelines. The BC Arts Council is not responsible for the loss or damage of supporting materials submitted with applications.
- Applications will not be accepted to assist with expenses that have already been incurred prior to submission.
- Any major changes to budgets and/or projects after an application has been submitted in writing, must be discussed with the appropriate program officer.
- Applicants must allow BC Arts Council staff, BC Arts Council members, advisors or authorized assessors reasonable access to view the applicants' facilities, work, program, or project funded.

Application Requirements

Applications require detailed submissions, and must include:

- A signed, completed Project Assistance for Visual Artists application form that addresses all application requirements and includes a summary of the proposed project and a balanced budget of all expenses and revenues.
- A detailed description of the proposed work (up to three pages).
- A Curriculum Vitae of the applicant that includes professional training, significant exhibitions and shows, and related artistic activities (up to three pages).
- A budget listing realistic expenses and sources of other funding (confirmed or unconfirmed where appropriate) for the proposed work.
- Documentation of recent completed work:

Visual and Craft Artists:

- a maximum of 19 images (slides, photographs, jpgs – max 768 x 1024 pixels) or
- video documentation (maximum 10 minutes, ½" VHS, 16mm film, or DVD)

Independent Critics and Curators:

- clear photocopies of three published texts, articles or catalogues and/or
 - up to 15 images documenting the work of the artists who will be the focus of the research or project.
- Image/Media List: listing dimensions, materials, and dates of production of works. The list must be typed or printed in black ink. Presentation order of images is important – chronological order is preferable.
 - A self-addressed, stamped envelope, for return of support materials, (or materials will be discarded post-adjudication process).

Optional:

Applicants may submit up to two letters from recognized arts professionals that assess the proposed project and the artist's ability to carry it out. Letters are optional but recommended, particularly if members of the jury may be unfamiliar with an applicant's work. The applicant may submit these letters on "Letter of Assessment" forms which are available from the BC Arts Council website.

The BC Arts Council does not accept responsibility for loss of or damage to submitted materials. Applicants should label all submitted materials with their name and contact information. Printed materials must be in black, double-spaced text and a single font no smaller than 12-point, on white, single-sided, letter-sized paper, suitable for photocopying. Do not staple or bind submissions, or affix materials to the application form. The Council will not accept written materials in other formats.

Recognition of Assistance

All recipients must submit a final report and documentation of the completed work to the Council. Future applications will not be considered until the applicant meets all reporting requirements.

In recognition of funding, the support of the BC Arts Council and the Province of British Columbia should be acknowledged in all promotional materials. Approved acknowledgement, along with logo and graphics standards, are available online in a variety of ready-to-use digital formats at www.bcartscouncil.ca. The logo should be used on posters, brochures, print ads and programs and used where possible on media releases and signs related to the funded project.

As well, funded organizations with a website are encouraged to add a link to the BC Arts Council site.

For information regarding the provincial logo, please contact the Government Communications and Citizen Engagement office of the Ministry of Community, Sport and Cultural Development.

Under normal circumstances, if a project is dependent on funding from other sources, approved awards will not be paid until funding from other sources is confirmed.

Maximum Assistance Levels

Category 1: up to \$5,000

Category 2: up to \$10,000

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*. Your personal information will be used to administer the BC Arts Council Project Assistance for Visual Artists program and process your application. The names and locations of successful award recipients will be published along with the amount of the award in the Annual Report of the BC Arts Council. Social Insurance Numbers are provided to Canada Customs and Revenue Agency through the issuance of T4As.

Application Deadline (by online application system or postmarked)

Applications must be delivered or postmarked by the following deadline:

- November 15, 2011

Note: if the deadline falls on a weekend or statutory holiday, the deadline becomes the next business day.



For an electronic application form go to <http://bcartscouncil.ca/> and select Logon to Apply Online. You will be prompted for a user ID and password. If you do not have a user ID and password, please contact the BC Arts Council at (250) 356-1718 or bcartscouncil@gov.bc.ca.

To download a printable version of the application form, click [here](#) and select Download printable form.