



BRITISH COLUMBIA ARTS COUNCIL

An agency of the Province of British Columbia

Mailing Address:

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

10-011

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

Web site: www.bcartscouncil.ca

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. The value of a vibrant arts and cultural community in the creation of a healthy society.
2. The value of artistic excellence in all art forms.
3. The value of inclusiveness and the fullest possible reflection of the province's Aboriginal and cultural diversity.
4. The value of encouraging artistic practice from traditional to experimental and established to emerging.
5. The value of administrative and adjudication processes which are transparent and that adhere to the principles of accountability, independence, recognition of merit, and equality of opportunity.
6. The value of defining clear goals, developed in consultation with the arts and culture community, to guide long and short-term operations.

Regional Initiatives

Regional Initiatives awards are made once each fiscal year for the current or future year's activities. Assistance is available to Regional Arts Councils and other community arts organizations that facilitate communication and co-ordination among regional or local arts and cultural organizations, contributing to artistic or cultural growth in the region.

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; and
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. Members of advisory committees and juries want to hear the applicant's own assessment of the problems faced and the creative solutions under consideration.

GUIDELINES

Activities for which applicants may be eligible for Regional Initiatives assistance include those that:

- Develop or enhance infrastructure for regional arts and culture, such as communications initiatives, training opportunities, and gatherings to facilitate regional organization; or
- Advance the development of artists of a defined region, through, for example, unique exhibitions, tours, promotional publications, and professional development opportunities.

Eligibility Criteria

Eligibility for this program is reviewed annually. Receipt of funding does not guarantee an award the following fiscal year.

Organizations that have not previously received funding under this program should establish their eligibility with the program co-ordinator, at least six months before filing an application.

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

- Be a community-based arts or cultural organization or regional arts council, registered as a non-profit society in the Province of British Columbia.
- Have completed at least one full year of operation.
- Provide year-round services, and have done so during the immediately preceding two years.
- Employ competent artistic and administrative leadership.
- Provide audited or independently prepared financial statements for the most recently completed fiscal year.
- Demonstrate a diversified revenue base including earned revenues, local government support, and private fund-raising.
- Engage at least two other organizations representing a **minimum of three communities** within a defined regional constituency, and, if the applying organization has members, be able to demonstrate a range of membership that is representative of its constituency.
- Demonstrate a need for the program through past collaboration with and current support and involvement of other community cultural organizations, constituents and partners (letters of support, committees, etc.).
- Demonstrate financial need for assistance, as defined by Council policy (see page 4).

Exclusions

Awards under this program are not available for existing deficits, start-up costs, seed money, capital expenditures (construction, renovation, or purchase of property or equipment), feasibility studies, budget deficits, for-profit entities, or primary research for new initiatives or projects that are eligible for assistance through other BC Arts Council or provincial government programs.

Programs begun before the application is submitted are not eligible, although ongoing regional service programs are.

Application Requirements

Applicants are encouraged to submit realistic requests based on realistic goals and a critical self-assessment of past performance. All applicants must discuss their application with a program officer at the BC Arts Council prior to submission.

Applications require detailed submissions, and have to include:

- A signed, completed Regional Initiatives application form that includes program outlines and budgets for the current and upcoming year, and addresses all application questions.
- A list of the organization's current board of directors or trustees, including their occupations.
- A list of principal administrative and artistic staff or significant contractors, giving name and title or responsibility.
- Copies of recently prepared planning and policy documents if not previously submitted.
- Two copies of either:
 - the most recent, independently prepared financial statement, "review engagement", for organizations whose total operating budget is less than \$400,000 or whose last award from the British Columbia Arts Council was \$40,000 or less,

or

- an audited financial statement, for organizations whose total budget exceeds \$400,000 or whose last award exceeded \$40,000,

whichever is applicable.

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 Council receives applications once each year, and acknowledges receipt in writing.
- The Council's staff review applications for completeness and accuracy, and prepare an analysis of the applicant's administration, financial management, and sustainability.
- An advisory committee then evaluates the applications, and submits recommendations for funding and conditions on the payment of awards to the Council.
- The Council reviews the recommendations and analyses.
- The Council informs each applicant of its decision.

Assessment Criteria

Applications are judged against a number of equally eligible applications, including requests from organizations not currently receiving operating assistance. Throughout the review, the Advisory Committee considers how well the organization fulfils its mandate, mission and values through the pursuit of excellence in these three areas of assessment:

Artistic Achievement

The Committee will assess excellence in the achievement of professional artistic activity, acknowledging the range of different practices that may exist in any one discipline. Council's advisors will discuss the following:

- The artistic activities of the organization's past season and over the past several seasons; the strength of the artistic intention in the work, the overall practice and the development of the art form, artists and artistic practice.
- A range of internal and external factors affecting the current levels of achievement.
- Vigour, originality and risks taken in the overall artistic endeavour.
- Achievability of proposed program.
- The program's effect on the artists and audiences experiencing it.
- The impact of this work on the creative growth and development of artists.
- Relationship to local and global artistic practice in the context of a culturally diverse and geographically vast province.
- Opportunities for the professional development for artists.
- Level of professional fees, compensation and quality of working conditions for artists, including safety.

Community Engagement

The Committee will assess excellence in engagement with one or more identified artistic communities, the broader arts and cultural community and the general public. Council's advisors will discuss the following:

- Engagement with a range of artists, arts organizations and communities over the past several seasons, especially with Aboriginal and culturally diverse and geographically isolated communities.
- Partnerships with other organizations.
- Presentation of work by and employment of British Columbians and Canadians.
- Calculated risk-taking with regard to public engagement.
- Importance of the artistic practice and outreach initiatives to the organization's identified communities.
- Achievability of proposed marketing and outreach activities.

Organizational Capacity

The Committee will assess excellence in management, leading to sustainability and growing recognition of the organization, as well as realistic planning supported by informed and active trustees. Council's advisors will discuss the following:

- Reflection on the internal and external factors contributing to the organization's current capacity across all areas of planning, communication, audience development, marketing, fund development, financial management and governance.
- Opportunities for professional development for staff and board of directors.
- Achievability of proposed plans to build organizational capacity.
- Presentation of realistic budget assumptions and projections.
- Quality of board and employee recruitment, tenure and succession planning.
- Focus, commitment and effectiveness of the board, including board self-assessment initiatives.
- Governance practices and policies.

In all cases the clarity of the application, and the demonstrated ability of the organization to achieve its proposed artistic and administrative goals will form an integral part of the adjudication process.

Demonstrated Need for Public Subsidy

Public funds should be allocated in a manner that benefits the community. For that reason, the BC Arts Council assesses whether each applicant has a real need for financial assistance to realize the project or program for which it requests assistance.

For Applicants in the Regional Initiatives program, the Council evaluates need using these guidelines:

- For applicants with budgets under \$50,000: Holding an accumulated, undesignated surplus in excess of 50% of annual gross revenues will influence eligibility for assistance from the Council.
- For applicants with budgets greater than \$50,000: Holding an accumulated, undesignated surplus in excess of 50% of annual gross revenues on the first \$50,000, plus an accumulated, undesignated surplus in excess of 25% of annual gross revenues over \$50,000 will influence eligibility for assistance.
- Surpluses generated for specific purposes (such as endowment funds and capital development) through private or public sector fundraising are exempt from this assessment of need.

Changes to Awards

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

- 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 regular submission of reports to the Council.

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. 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.

For information regarding the provincial logo, please contact the Ministry of Tourism, Culture and the Arts' Public Affairs Bureau.

Maximum Assistance Levels for the Regional Initiatives Program

Awards cannot exceed 50 % of the professional costs associated with the program and under normal circumstances will be significantly less. Administration costs of ongoing regional services are an eligible expense.

Application Deadline

- September 30, 2009 (post marked)



For an electronic application form or to download a printable version of the electronic application form, go to: <http://bcartscouncil.ca/> and select [Online Applications](#).

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.