



## 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.

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## PROJECT ASSISTANCE FOR COMMUNITY ARTS FESTIVALS

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**Project Assistance assists community-based arts and cultural organizations in British Columbia in the production of a local arts festival. Awards under this program are intended to assist with the fees of professional artists and technicians engaged for the festival. Eligible projects may include assistance for the presentation of original work or existing repertoire or exhibitions, or exploration of diverse forms. Festivals may feature a combination of local and touring artists. Awards will provide up to 50% of professional artists' fees to a maximum of \$3,000.**

## 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. 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

### General Eligibility

#### An eligible applicant must:

- Be a community arts and cultural organization that has previously produced at least one arts festival at a professional level.
- Be an organization registered and in good standing as a not-for-profit society in the Province of British Columbia for at least one year.
- Be based in British Columbia and working to develop audiences in BC.
- Compensate artists and technicians by paying fees to professionals at industry standard, and by adhering to international copyright law.
- Have effective artistic and administrative leadership, but be organized primarily by volunteers.
- Provide a project budget that demonstrates a diversified revenue base, with significant funding from sources other than the BC Arts Council, including earned revenues, local government support, and in particular local private sector funding.
- Have completed and submitted final reports for any outstanding project assistance provided through the BC Arts Council.
- Not be eligible for, or receiving, funding through other BC Arts Council programs for the same activity.
- Demonstrate the need for financial assistance, as defined by BC Arts Council policy.

#### The Festival itself must:

- Be concentrated in time and place, and be longer than one day in duration.
- Facilitate the exchange of local ideas, narratives or issues that engage community participation.
- Have demonstrable community involvement, including the support of local government, volunteers, business, and arts and cultural organizations.

### Exclusions

- Operating costs.
- Projects that have begun prior to application date.
- Project deficits.
- Celebrations of historic, community or civic significance.
- Capital development projects.
- Capital renovation costs or purchase of equipment.
- Fund-raising.
- International travel costs of foreign artists visiting British Columbia.
- Travel of arts festival organizations to international symposia.
- Conferences or competitions; projects in celebration of anniversaries.
- Entertainment for a pre-existing civic or community event.

## **ADJUDICATION PROCESS**

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 by the program deadline date.
- The Council acknowledges receipt of applications in writing.
- The Council's staff review applications for eligibility, completeness and accuracy.
- The Management Committee then evaluates the applications on the basis of 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 seek feedback on applications.

***Please note that the following weighting will apply in the jury's assessment of your application.***

## **ASSESSMENT CRITERIA**

The Management Committee will consider each application according to three areas: artistic achievement, community engagement, and feasibility.

### **Artistic Achievement (50%)**

- Quality of the artistic program.
- Ability to realize the proposed project.
- Project's contribution to the development of the arts in B.C.
- Commitment to works by Canadian artists, new art forms, and the inclusion of diverse forms of artistic expression.
- Level and consistency of payment to artists.

### **Community Engagement (25%)**

- Demonstrated need for the project in the community.
- Potential effects of the project in the community.
- Level and form of local support.
- Opportunities for local artists to develop their skills (e.g. through workshops).
- Accessibility and uniqueness of the project to artists and audiences.
- The number of people the project will reach.

### **Feasibility (25%)**

- Capacity to realize the proposed project.
- Ability to realize planning, audience development, marketing, and financial management objectives.
- Sustainability of the organization as demonstrated by the stability of its finances and management.

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.

## Application Checklist

All applicants should contact the program officer with any questions.

Applicants must provide a signed, completed application form; all requested information; and clearly identified support materials.

All applications must include:

- A signed, completed *Project Assistance* application form, including detailed project budget and Written Statement, addressing the application questions. The Written statement must be no longer than 6 pages, font 11 or larger.
- 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 and whether the position is paid or volunteer.
- Names and biographies of contributing artists and the fees they are to be paid, or an interim list of proposed artists.
- Material supporting the history of the applicant's creation, development, production, or dissemination of their discipline in British Columbia, including any appropriate press or critical documentation.
- One copy of the organization's most recent Financial Statements (see Essential Information).

## Maximum Assistance Levels for the Project Assistance Program

Project assistance will not exceed 50% of the total project budget to a maximum of \$3,000.

## Application Deadline (by online application system, or postmarked)

- April 15, 2010



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](mailto:bcartscouncil@gov.bc.ca).

To download a printable version of the application form select Download printable from at [http://www.bcartscouncil.ca/guidelines/organizations/festivals/comm\\_arts\\_project\\_assistance.htm](http://www.bcartscouncil.ca/guidelines/organizations/festivals/comm_arts_project_assistance.htm).