
ENHANCED CAPACITY ASSISTANCE for Operating Assistance Applicants

Enhanced Capacity Assistance is designed to provide flexible, responsive, general funding to assist organizations currently supported through the BC Arts Council's Operating Assistance program. This funding assists organizations to undertake significant strategic activity to address artistic and organizational challenges and opportunities, manage transition, support risk, introduce change and innovation, and/or enhance aspects of organizational capacity.

The program offers annual grants in set amounts of either \$15,000 or \$30,000 in each year of the Funding Cycle within the BC Arts Council's Operating Assistance program. **The Enhanced Capacity Program will be available for one year of funding only for 2019/20.**

The Enhanced Capacity Program supports organizations to implement organizational change and embed strategic activities within operations without affecting base operating grant levels.

Funding is available to support strategic and innovative initiatives that fall within one or more of the following broad categories supporting organizational capacity and impact. Funding is intended to allow for a flexible, comprehensive and complementary approach that includes a range of activities in any or all of these categories:

- **Artistic Programs and Practice**
- **Community Engagement**
- **Succession and Human Resource Transition**

Any of the above categories may include facilities and/or capital improvements.

Successful applications to this program must demonstrate the impact of the funding on the organization's ability to achieve or deliver its mission and mandate and the corresponding impact on, and relevance of the initiative to, the artistic practice and community served. Submissions to this program must be based on existing strategic or other planning activities already undertaken and must clearly address the identified priorities and needs of the organization, including the risks, challenges and opportunities being addressed.

Applicants are encouraged to frame their requests in alignment with the BC Arts Council's strategic directions where appropriate.

Eligibility for Enhanced Capacity

Funding through the Enhanced Capacity Program is available to organizations receiving support through the BC Arts Council's Operating Assistance Program for the fiscal years for which the application is made.

Applications to this program must be submitted at the time of the applicant's submission in the first year of the funding cycle of each Operating Assistance program.

Applicants may only apply once per deadline and may only be eligible receive Enhanced Capacity funding twice out of every three consecutive eligible intakes.

Organizations with any overdue Final Reports on previous BC Arts Council grants as of the deadline date are ineligible to apply to this program.

Eligible Activity

Eligible applicants are invited to submit applications for a specific project or a suite of strategic activities or initiatives over the course of the duration of their extended funding cycle that:

- Significantly advances the goals of the organization;
- Responds to previously identified priorities, needs and/or challenges;
- Enhances or improves the organization's artistic achievement or community engagement capacity;
- Shifts the scope, level of activity, scale and/or impact of the organization; and/or,
- Addresses transition and structural change within the organization.

Awards are not available for:

- deficit funding
- activities that have begun prior to the application deadline
- activities that have been directly funded through other programs of the BC Arts Council.

Application Requirements

All applicants must discuss their request with their program officer *prior* to submission.

All applicants will have to create an Organizational Profile by registering on our new online system before they can submit an application to this program.

Applicants must submit a complete online application including all requested information and support material as follows:

- A detailed description of the project that addresses all application questions and includes all pertinent details of the proposed initiative.
- A separate budget outlining expenses and revenues for each year of the proposed initiative (maximum one-page).
- If the proposal includes:
 - a) *hiring new personnel under any component of the program*: a single page job description for the position(s).
 - b) *significant new artistic collaborations*:
 - bios of commissioned or significant collaborating artists. Please do not submit CV's.
 - confirmation of participation by collaborators
 - c) *capital requests*: two competitive quotes for proposed capital improvement(s) or equipment purchase(s)

Assessment Criteria

Throughout the application and assessment, applicants and the peer review committee should consider and discuss how the initiative addresses the applicant's strategic priorities, mandate, mission and values through each of the three areas of assessment, described below.

An essential element of the proposal is insightful, critical self-reflection. Jury members want to hear the applicant's own assessment of the challenges faced and the creative solutions under consideration.

Please address the related assessment criteria below when crafting your proposal.

Impact (40%)

The peer review committee will consider the impact of the proposed plans on the applicant's artistic, engagement and/or organizational capacity in one or more areas, as identified, in alignment with the existing criteria for the BC Arts Council's Operating Assistance program and Council's current strategic directions.

Feasibility (40%)

The peer review committee will consider the feasibility of the applicant's plans to enhance capacity, in alignment with the existing criteria for the BC Arts Council's Operating Assistance program and Council's current strategic directions.

Innovation and Strategy (20%)

The peer review committee will consider whether the project proposes innovative and strategic approaches to the challenges or opportunities identified.

Application Deadline and Submission

Submissions to this program must accompany the organization's application for an intake year of Operating Assistance:

- Media Arts Organizations, Public Museums, Professional Arts Festivals, Visual Arts Organizations, and Arts and Cultural Service Organizations: September 30, 2019 – ONE YEAR OF FUNDING ONLY
- Professional Performing Arts Organizations and Arts Periodicals and March 15, 2020
- Arts and Cultural Service Organizations (all disciplines) and Publishing: September 30, 2020
- Professional Arts Training Organizations: March 15, 2021

Applications for Enhanced Capacity are accepted via our **NEW** online system **no later than 11:59 p.m.** on the deadline date.



Applicants will need to register on our new online system *before* they can submit an application to this program. **Please note that, once a new registration request is submitted, it may take up to 4 business days to be approved depending on volume.** New registrants will be notified once the request is approved and then they will be able to login and start an application.

Applications by mail, email or fax will not be accepted.

Grant Amounts

The Assistance Level for Enhanced Capacity is set at either \$15,000 or \$30,000 per year for each year of the funding cycle.

Under normal circumstances, there will be no adjustments to the grant amount within a funding cycle, provided all reporting requirements are met.

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

Reporting

Under normal circumstance, all recipients must submit an Enhanced Capacity interim report, including all requested documentation, to request and release subsequent annual grants. The report must be received at the time of the Operating Assistance deadline each year. Future funding will be conditional upon the satisfaction of all reporting requirements.

Applicants' submitted applications for Operating Assistance are considered the report for the final year of Enhanced Capacity.

General Program Guidelines

All general program guidelines and policies of the BC Arts Council, as outlined in the Operating Assistance Program Guidelines, will continue to apply, as appropriate, unless otherwise stated.

Contact Information

All applicants must discuss their request with their program officer *prior* to submission.

A full list of program officers is available at <https://www.bcartscouncil.ca/bcartscouncil/about/staff-directory/>

For general information or further assistance, please contact:

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