

Application ID:

Application Type: Project Assistance: Community Festivals

Organization:

Primary Contact:

Profile Details

To access profile information: click 'Home' (top right). From your home page click 'Organization Profile' (building icon) or 'Personal Profile' (crowd icon).

Name:

Address:

City:

Province:

Postal Code:

Phone:

Website:

If your profile information is not current, please go to your profile and update it before completing the application.

Registration Profile Documents

Please ensure the following have been uploaded to your profile as they form part of the application.

Board List Verification

A recently updated board list has been uploaded to the organization profile related to this application.

Financial Statement Verification

The most recently completed financial statements detailing two fiscal years of activity have been uploaded to the organization profile related to this application.

Staff List Verification

A recently updated staff list has been uploaded to the organization profile related to this application.

Applicant Details

Field of Practice

Please Select

Describe your organization's history, mandate, mission and core values.

400 words left

Check here to confirm that the applicant organization has successfully produced at least one volunteer-run community arts festival

Date last society report filed (if applicable)

Total Operating Budget (Previous Year)

\$

Total Operating Budget (for the year in which the festival takes place)

\$

Project Information

Amount Requested

\$

maximum \$5,000

Project Start Date

yyyy-mm-dd

Project End Date

yyyy-mm-dd

Please describe your project briefly by completing this sentence: Funding is requested to assist with...

25 words left

The rationale and objectives underlying the project.

500 words left

A clear statement about the process of selection of professional artists, technicians, Elders and Traditional Knowledge Keepers, and how fair compensation was determined.

200 words left

Recognizing that all artistic practice exists within diverse and specific cultural contexts, please describe the cultural context in which your work exists, including the steps you have taken to ensure cultural protocols and permissions are in place to support equitable and ethical processes.

250 words left

Feasibility

Please detail the measures planned or taken to ensure successful realization of the project, both artistically and financially.

400 words left

Outline your organization's policies and/or processes to support and promote safe and respectful workplaces.

200 words left

Please detail the plans and/or mitigation strategies related to current public health restrictions or directives, including any plans should those protocols change, that will help ensure that the project is realized.

250 words left

Click here to confirm the applicant organization understands and agrees they MUST adhere to the most current provincial and federal orders and public health directives related to COVID-19 throughout the development and execution of the project.

Budget

Total amount of fees paid to B.C. or Canadian professional artists, technicians, Elders and Traditional Knowledge Keepers

\$

Artistic and Production Expenses

	Project Forecast	Notes
Salaries: Artistic, Design, Curatorial, Editorial and Production Staff (organizations only)	\$	
Contract Fees: Contributors; Artistic, Design, Editorial and Curatorial Personnel	\$	
Contract Fees: Technicians and Production Personnel	\$	
Contract fees: Stage Management (as applicable)	\$	
Commissioning fees	\$	
Benefits, Contributions and Dues	\$	
Artistic, Curatorial and Professional Fees - Other (Specify in Notes)	\$	
Subsistence (performing arts individual applicants only)	\$	

Elders and honoraria (Specify in Notes)	\$
Materials and Supplies (Specify in Notes)	\$
Technical Expenses (e.g. Equipment rental)	\$
Advances to authors, Royalties, Copyright, Reproduction Fees (specify in notes)	\$
Production/Exhibition/Program/Rehearsal Space and Venue Rentals	\$
Box office/ Ticketing /Admissions Expenses	\$
Protocols and Hospitality	\$
Concessions/Shop/Merchandise Expenses	\$
Shipping, Freight, Production Transport (Specify in Notes)	\$
Other Artistic, Exhibition, Presentation and Production Expenses (Specify in Notes)	\$
In-Kind Artistic, Exhibition, Presentation and Production Expenses (Specify in Notes)	\$
Travel and Transportation	\$
Co-production expenses, as applicable	\$
Distribution expenses (mailing/shipping, distributor fees)	\$
Contributor Fees: Writers, Artists, Designers, Collaborators	\$
Pre-Press Expenses	\$
Online editions: hosting and e-commerce costs (Arts Periodicals & Book Publishers)	\$
Printing and binding (Arts Periodicals & Book Publishers)	\$
Other (please specify in Notes)	\$
Total Artistic and Production Expenses	\$

Administrative Expenses

Salaries: Administrative Staff	\$
Salaries: Marketing and Development Staff	\$
Contract Fees: Administrative Staff	\$
Contract Fees: Marketing and Development Staff	\$
Benefits, Contributions and Dues	\$
Office Rent or Mortgage	\$
Office Supplies	\$
Office Equipment Rental	\$
Accounting/Legal Fees	\$
Travel and Transportation (Administrative Personnel Only)	\$
Promotional Materials and other Marketing Costs	\$
Advertising Costs	\$
Insurance	\$
Fundraising Costs	\$
Communications/IT	\$
Other (Specify in Notes/Description)	\$
Total Administrative Expenses	\$
Total Expenses	\$

Earned and Contributed Revenues

	Project Forecast	Status	Notes
Applicant cash contribution	\$	Pending/Confirmed	
Admissions	\$	Pending/Confirmed	
Subscriptions and other Publication Revenue	\$	Pending/Confirmed	
Guarantees/Royalties/Fees (Specify in Notes)	\$	Pending/Confirmed	
Concessions/Shop/Merchandise (Specify in Notes)	\$	Pending/Confirmed	
Co-production fees	\$	Pending/Confirmed	
Commissioning fees (Specify in Notes)	\$	Pending/Confirmed	

Advertising	\$	Pending/Confirmed
Workshop fees, tuition, etc. (Specify in Notes)	\$	Pending/Confirmed
In-kind Earned and Contributed Revenues (Specify in Notes)	\$	Pending/Confirmed
Single copy/newsstand sales (Arts Periodicals)	\$	Pending/Confirmed
Digital subscription or single digital copy sales (Arts Periodicals)	\$	Pending/Confirmed
Endowment Income	\$	Pending/Confirmed
Book Sales -- gross	\$	Pending/Confirmed
Rights sales and other book- related income (provide notes)	\$	Pending/Confirmed
Other Earned Revenue (Specify in Notes)	\$	Pending/Confirmed
Total Earned and Contributed Revenues	\$	

Private Sector Revenues

	Project Forecast	Status	Notes
Individual donations	\$	Pending/Confirmed	
Corporate donations and sponsorship	\$	Pending/Confirmed	
Special Events fundraising	\$	Pending/Confirmed	
Foundations (Specify in Notes)	\$	Pending/Confirmed	
In-kind Private Sector Revenues (Specify in Notes)	\$	Pending/Confirmed	
Other Private Sector (Specify in Notes)	\$	Pending/Confirmed	
Total Private Sector Revenues	\$		

Public Sector Revenues

	Project Forecast	Status	Notes
BC Arts Council: This request	\$	Pending/Confirmed	

Government of BC: Community Gaming Grants (Specify in Notes)	\$	Pending/Confirmed
Government of BC: Other (Specify in Notes)	\$	Pending/Confirmed
Canada Council: Project (Specify in Notes)	\$	Pending/Confirmed
Government of Canada: Dept. of Canadian Heritage (Specify in Notes)	\$	Pending/Confirmed
Other Federal (Specify in Notes)	\$	Pending/Confirmed
Local Government (incl. Municipal and Regional Governments, Trusts, Band Councils, Regional Districts) (Specify in Notes)	\$	Pending/Confirmed
Employment Programs (Specify in Notes)	\$	Pending/Confirmed
Public Post-Secondary Institutions (Specify in Notes)	\$	Pending/Confirmed
Other Public Sector (Specify in Notes)	\$	Pending/Confirmed
In-kind Public Sector Revenues (Specify in Notes)	\$	Pending/Confirmed
Total Public Sector Revenues	\$	
Total Revenues	\$	

Summary

	Project Forecast	Notes
Total Revenues	\$	
Total Expenses	\$	
Surplus/(Deficit) - Enter notes if not balanced	\$	

Supporting Material

List the confirmed or interim list of B.C. and Canadian professional artists, technicians, Elders and Traditional Knowledge Keepers sufficient to demonstrate total request of up to \$5,000. Include names, the fees they are to be paid, and their biographies (max. 250 words per bio)

If only an interim list is available, provide the list of professional artists, technicians, Elders and Traditional Knowledge Keepers engaged in last year's festival and the fees each were paid.

Name	Fees	Bio (max 250 words)
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One copy (scanned/electronic) of the most recent brochure or program

Optional: A URL link to the brochure/program, if not including a scanned copy

Letters from up to two partners or collaborators, if applicable, confirming the nature of their participation. Do not include general letters of support.

Declaration

Declaration and Consent

In submitting this application, I declare that, to the best of my knowledge and belief:

- the applicant organization meets all of the eligibility criteria for this program;
- the information provided in this application is complete and true in every respect;
- the applicant organization abides by all applicable laws;
- this application has been approved by the board of directors or other governing body for the applicant organization;
- the applicant organization is committed to providing safe and respectful working conditions and to fostering a workplace free from discrimination, harassment and sexual misconduct; and
- any personal information submitted with this application has been submitted with the authorization of the individual(s) concerned and such individual(s), and I, consent (effective as of the date of submission of this application) to the disclosure of this personal information outside of Canada, including by way of the Internet, for public reporting and promotional purposes relating to this program.

Personal Information

The personal information on this application is collected in accordance with Section 26(c) and (e) of the Freedom of Information and Protection of Privacy Act and will be used for the following purposes: determining suitability for and awarding of funding, tracking and distributing funding, program development and evaluation, and communication and outreach.

Personal information collected through the application process may be disclosed to external peer assessors in order to adjudicate this application.

In addition, the applicant organization's name, location, funded activity and award amount may be made publicly available, including worldwide by way of the Internet, should funding be awarded.

If you have questions about the collection, use or disclosure of personal information, please contact:

Director, BC Arts Council Programs
800 Johnson Street, Victoria, BC, V8W 9W3
Phone: (250) 356-1718

Acknowledgement

I understand and agree to the terms and conditions stated above.