

Application ID:

Application Type: Arts Impact Grant

Organization:

Primary Contact:

An asterisk (*) indicates the field is mandatory

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:

Purpose:

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

Board List

Name	Board Position	Occupation/Expertise	Start Date	Notes (optional)
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Staff List

Name	Position	Permanent/Seasonal	Full-Time/Part-Time	Notes (optional)
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Financial Statement Verification

Purpose Statement Verification

I confirm that the statement of Purpose has been completed on the Organization Profile.

NEW: Update your profile with your organization's statement of purpose.

This is required prior to submitting this application.

Navigation: From your system Home page, select Organization Profile. Under the Additional Information tab, scroll half way down to the Purpose text field.

Date of last Society Annual Report filed with the Registrar of Companies (not-for-profit organizations only)

Applicant Details

Use short sentences or point form to answer questions. Word counts indicate the maximum accepted words per question.

What is the applicant's PRIMARY field of practice?

Please Select

Briefly describe the applicant's main goals, primary activities, and priority work. Clearly position these within the applicant's cultural and geographical context, and/or field of practice. (400 words maximum)

BC Arts Council strategic priorities: Check any that apply.

-Indigenous Arts & Culture - Is the applicant organization/collective led by and/or rooted in Indigenous (First Nations, Métis and/or Inuit) communities?

-Equity, Diversity & Access - Is the applicant organization/collective led by and/or rooted in underserved communities, including Deaf, Disability and Mad arts, Racialized and/or people of colour, 2SLGBTQIA+)?

-Regional Arts - Is the applicant organization/collective located outside of greater Vancouver and the capital region, not including Sooke, Metchosin, the Gulf Islands, or the Juan de Fuca electoral area)?

Who does the applicant PRIMARILY benefit or serve? (200 words maximum)

-
- *Check this box to confirm the applicant adheres to the Criminal Record Review Act which requires that people who work with or may have unsupervised access to children or vulnerable adults must undergo a criminal record check by the Criminal Records Review Program.

Outline the role of leadership, including management and/or the board in fostering a healthy, sustainable and respectful workplace. Briefly describe the organizational and/or human resource practices related to equitable employment, cultural competency, and cultural safety. (200 words maximum)

Enter the ACTUAL total operating expenses from the most recently COMPLETED fiscal year.

Enter the PROJECTED total operating expenses from the CURRENT fiscal year.

Project Information

Amount Requested

Budget Request Amount 0
(staff view only):

Project Start Date

Project End Date

Describe your project briefly by completing this sentence: Funding is requested to assist with...
(25 words maximum)

What is likely to be MOST impacted by the project?

Please Select

Which category of activity BEST aligns with the project? (This may assist with reporting and assessment purposes.)

Please Select

Project Description

The following questions refer to project or suite of activities (the project). Ensure answers respond to the assessment criteria in the program guidelines.

Summarize the project including the underlying rationale and objectives. What are the intended outcomes? (300 words maximum)

Creative Team

Name	Responsibility	Confirmed (C) or Proposed (P)	Biography/statement of training, experience, practice relevant to project (up to 100 words)
insert		Please Select	

Impact

Why is this project a priority? What is the pressing need the project will address? (200 words maximum)

How will this project meaningfully impact the applicant's organization/collective, community and/or practice? (300 words maximum)

If your project involves working with individuals or materials from communities outside your own, particularly those that have been historically underserved, describe the steps taken to collaborate with these communities, respect protocols and integrate an equitable and ethical approach in your work. (250 words maximum)

Feasibility

Provide a timeline and/or work plan for the project. Include each phase of activity and venue/location where the activity will take place. (400 words maximum)

Briefly describe a past achievement that supports the likelihood of success of the project. (100 words maximum)

Will artists, arts and cultural practitioners, and technicians involved with this project be paid in alignment with industry standards within the field of practice (e.g., CARFAC)?

Please Select

If no, explain how fair compensation was determined within the project and/or community context: (200 words maximum)

Will Elders and/or Traditional Knowledge Keepers involved with this project be compensated fairly according to community context?

Please Select

Explain how the compensation level was determined: (200 words maximum)

Budget

Artistic and Production Expenses

	Project Forecast	Notes: Provide details for all relevant revenue and expenses
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/Rehears al 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)	\$
Accessibility/accommodation supports	\$

Other (please specify in Notes)	\$
Total Artistic and Production Expenses	\$

Administrative Expenses

	Project Forecast	Notes: Provide details for all relevant revenue and 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: Provide details for all relevant revenue and expenses
Applicant cash contribution	\$	Please Select	
Admissions	\$	Please Select	
Subscriptions and other	\$	Please Select	

Publication Revenue

Guarantees/Royalties/Fees (Specify in Notes)	\$ Please Select
Concessions/Shop/Merchandise (Specify in Notes)	\$ Please Select
Co-production fees	\$ Please Select
Commissioning fees (Specify in Notes)	\$ Please Select
Advertising	\$ Please Select
Workshop fees, tuition, etc. (Specify in Notes)	\$ Please Select
In-kind Earned and Contributed Revenues (Specify in Notes)	\$ Please Select
Single copy/newsstand sales (Arts Periodicals)	\$ Please Select
Digital subscription or single digital copy sales (Arts Periodicals)	\$ Please Select
Endowment Income	\$ Please Select
Book Sales: Net Sales in the first year	\$ Please Select
Rights sales and other book- related income (provide notes)	\$ Please Select
Other Earned Revenue (Specify in Notes)	\$ Please Select
Total Earned and Contributed Revenues	\$

Private Sector Revenues

	Project Forecast	Status	Notes: Provide details for all relevant revenue and expenses
Individual donations	\$	Please Select	
Corporate donations and sponsorship	\$	Please Select	
Special Events fundraising	\$	Please Select	
Foundations (Specify in Notes)	\$	Please Select	

In-kind Private Sector Revenues (Specify in Notes)	\$ Please Select
Other Private Sector (Specify in Notes)	\$ Please Select
Total Private Sector Revenues	\$

Public Sector Revenues

	Project Forecast	Status	Notes: Provide details for all relevant revenue and expenses
BC Arts Council: This request	\$	Please Select	
Government of BC: Community Gaming Grants (Specify in Notes)	\$	Please Select	
Government of BC: Other (Specify in Notes)	\$	Please Select	
Canada Council: Project (Specify in Notes)	\$	Please Select	
Government of Canada: Dept. of Canadian Heritage (Specify in Notes)	\$	Please Select	
Other Federal (Specify in Notes)	\$	Please Select	
Local Government (incl. Municipal and Regional Governments, Trusts, Band Councils, Regional Districts) (Specify in Notes)	\$	Please Select	
Employment Programs (Specify in Notes)	\$	Please Select	
Public Post-Secondary Institutions (Specify in Notes)	\$	Please Select	
Other Public Sector (Specify in Notes)	\$	Please Select	
In-kind Public Sector Revenues (Specify in Notes)	\$	Please Select	
Total Public Sector Revenues	\$		
Total Revenues	\$		

Summary

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

Support Material

Upload letters from up to two partners or collaborators, if applicable, confirming the nature of their participation. Do not include general letters of support. (2 PDFs maximum)

Upload a maximum 1-page job description for any project proposing to hire new staff. (1 PDF maximum)

Upload support materials directly related to the project using one of the two buttons below. Applicants may provide up to 2 pages of text or 3 minutes of video/audio or 3 images.

Upload media files here

Use the following naming convention for the file name of each submitted digital file: **Organization, File Order Number, Title of Work** (.jpg, .mp3, etc.)

-Ensure the file extension is included in the file name

-The order number will ensure the works are presented chronologically.

-Do not include any special characters or symbols or quotation marks (e.g. #?_"&|...) in the file name.

File Naming Example: BCAC01Event.jpg

Summary of recommended maximums per file and format:

- Video: 500 MB; mp4, mov, and avi formats

- Audio: 100 MB; mp3, wav, and aif/aiff formats

- Image: 10 MB; jpg/jpeg, gif, png, and bmp formats

(Videos may take a few minutes before they become accessible while they are copied to a media server. The preview thumbnail will appear as 3 dots until this is completed.)

Upload Text-Based files here

Use the following naming convention for the file name of each submitted digital file: **Organization, File Order Number, Title of Work** to upload your .pdf

-Ensure the file extension is included in the file name

-The order number will ensure the works are presented chronologically.

-Do not include any special characters or symbols or quotation marks (e.g. #?_"&|...) in the file name.

File Naming Example: BCAC01Event.jpg

Written: .pdf format only

Feedback

We are always looking for ways to improve how we communicate with the arts and culture sector in B.C. This section is optional, and is not part of the application process, but your answers will help us improve the services we provide.

How did you learn about the intake for this program?

Please Select

**If applicable, the agency
(see question above):**

In the future, how would you like to be informed about our programs?

Please Select

Is this your first application to BCAC?

Please Select

Have you ever received BCAC funding?

Please Select

How long did this application take you to complete (hours)?

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
