

# SCHOLARSHIP PROGRAM GUIDELINES 2023

## Acknowledgement

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The BC Arts Council acknowledges it carries out its work on the land of Indigenous nations throughout British Columbia. We are grateful for the continuing relationships with Indigenous people that develop through our work together. We acknowledge and raise our hands to the ɫəkʷəŋən (Lkwungen) people, known today as the Songhees and Esquimalt Nations, on whose ancestral lands we operate our main offices.

## About the BC Arts Council

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For more information about the BC Arts Council's mandate, vision, values, and strategic directions visit the [About](#) and [Priorities](#) sections on the BC Arts Council website.

In the [Extending Foundations: Action Plan for 2022-2024](#), the BC Arts Council reaffirms its commitment to principles of reconciliation, equity, diversity, inclusion and access in all of its programs and processes. The Council conducts its own operations and funding activities in accordance with legislation such as the [BC Human Rights Code](#), [Accessible BC Act](#), [Accessible Canada Act](#), the [Declaration on the Rights of Indigenous Peoples Act](#) and [Action Plan](#), and the [United Nations Declaration on the Rights of Indigenous Peoples](#), as well as the [Calls to Action of the Truth and Reconciliation Commission](#).

## Designated Priority Groups

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In addition to the integration of equity criteria across all funding programs, consideration will be given to [designated priority groups](#) identified by the BC Arts Council. These groups have been identified in order to achieve strategic direction commitments and correct funding gaps illuminated through recent evaluations and consultations. The designated priority groups consist of applicants who are:

- Indigenous (First Nations, Métis, and/or Inuit) Peoples;
- Deaf or experience disability;
- Black or people of colour; or
- Based in areas outside [greater Vancouver or the capital region](#).

## About the Scholarship Program

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The Scholarship Program supports education and training of B.C.'s future generation of artists, arts administrators, and artistic and cultural practitioners. Scholarships of up to \$6,000 per year are available to B.C. residents enrolled in full-time post-secondary art programs or high school half-day dance programs.

## When and How to Apply

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Submit your application through the [online grant system](#).

Returning applicants must update your online Personal Profile (including your mailing address and new Designated Priority Group section) before submitting your application.

New applicants [must register and create a profile](#) in the online system. **It may take up to five days to process your registration request.** You will be notified by email when your registration request is approved. Once approved, you will be able to access the online application.

**Applications will be accepted until Monday, May 1, 2023, no later than 11:59 p.m.** Applications will not be accepted after this date. If you have any questions, contact the Program Advisor. The BC Arts Council office hours are 8:30 a.m. to 5:00 p.m., Monday to Friday.

## Application Assistance

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Individuals who self-identify as Deaf or having a disability are eligible for the BC Arts Council's Accessibility programs:

**Application Assistance** – pays for support services for creating and submitting grant applications.

Accessibility requests are confidential and will not be part of the assessment panel's evaluation of a grant application. Contact Accessibility Coordinator Nicola Dunne at 778-405-4007 or [Nicola.Dunne@gov.bc.ca](mailto:Nicola.Dunne@gov.bc.ca) to request assistance.

**Find out more about accessibility support at [BCArtsCouncil.ca/accessibility](https://BCArtsCouncil.ca/accessibility).**

## Information Sessions

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We encourage you to attend an Information Session. Details are posted on the [BC Arts Council website](#), [Facebook](#) and [Twitter](#) pages. If you have further questions, contact the Program Advisor.

## Who Can Apply

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You are welcome to confirm eligibility with the Program Advisor. Ineligible applications will not be forwarded for assessment.

### To be eligible, you must:

- Be at least 15 years of age as of December 31, 2023.
- Be a Canadian citizen or Permanent Resident who ordinarily resides in B.C. and has lived in the province for at least 12 months immediately prior to the application being submitted.
  - Temporary absences to attend school outside of B.C. are acceptable.
  - For more information, review our [Determining B.C. Residency page](#).
- Be enrolled in either:
  - A diploma, degree or certificate program or professional dance training program at a college, university, institution, or academy, in any country in one of the fields of practices or programs of study (listed below); or
  - A pre-professional half-day dance program in combination with high school studies.

- NOTE: You do not need to know at the time of application if you are accepted into your program. You may update the BCAC program advisor of your acceptance at any time.
- Be enrolled as a full-time student in one or two terms between Summer 2023 and Spring 2024.
  - Enrolment status is determined by your school.
  - A pre-professional half-day dance program in combination with high school studies is considered full-time.
- Have completed and submitted any overdue final reports on previous BC Arts Council grants before the submission deadline for this program.

Eligible applicants may apply to both this Scholarship Program and the [Indigenous Arts Scholarship Program](#) but, if successful in both, funding will not exceed the upper limit on a single program.

### What Can Be Funded

#### **Accepted fields of practices or programs of study may include, but are not limited to:**

- Arts administration and cultural management;
- Community-based arts practice;
- Contemporary and traditional arts (carving, ceramics, furniture, glass, jewellery, beading, metal arts, textiles);
- Deaf, Disability and Mad (DDM) arts;
- Dance (performance, choreography);
- Independent critical and curatorial practice;
- Literary (creative writing: children/youth literature, fiction, graphic novel, nonfiction, poetry, playwriting, publishing);
- Media arts (animation, audio/sound art, film, new media, interactive digital media, video);
- Multi- or interdisciplinary arts practice;
- Museum studies (collections management, conservation, curatorial practices, museum education);
- Music (performance (instruments, voice), composition, conducting, music production);
- Socially-engaged art practice;
- Spoken word and storytelling;
- Theatre (acting, directing, technical, design, devising, musical theatre, applied theatre, circus arts, comedy); or
- Visual arts (animation, drawing, painting, printmaking, photography, installation, sculpture, mixed media, performance art, illustration).

### What Will Not Be Funded

#### **Scholarships are not available to support:**

- Apprenticeships, residencies, or mentorships;
- Art minors;
- Basic workshops, seminars, individual projects;
- Business training;
- Journalism;
- Library sciences;
- Music, dance, or art therapy;
- Studies of an essentially academic nature (including anthropology, ethnomusicology, literature or language study, art history or general art appreciation);

- Studies related to the commercial art sector (including architecture, graphic design, industrial design, interior design, video game design, web design, commercial fashion design, screenwriting, acting, or music production for film or TV);
- Summer-only programs; or
- Teacher training (including fine arts education programs or music/dance/art pedagogy).

Support for residencies and mentorships are available to eligible emerging artists and early career practitioners through the BC Arts Council's [Early Career Development Program](#) as well as through the [First Peoples' Cultural Council Indigenous Arts Scholarship](#).

## Scholarship Amounts

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Scholarship payments of \$3,000 are made for each term of full-time study (Summer 2023, Fall 2023 or Winter/Spring 2024), up to a maximum of \$6,000.

You are only allowed to submit one application per year.

Funding priority may be given to applicants who self-identify as part of a designated priority group.

## What you will need for the application

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You are responsible for submitting a complete application. You will not be contacted to address errors or missing requirements. Eligible applications are assessed as submitted.

### **A complete online application must include:**

- An Artist Statement describing your creative process, vision, and passion;
- Information about your program and how it relates to your artistic goals and development;
- A résumé or CV (PDF, up to 2 pages), that includes your educational and training history, a list of recent exhibitions, performances, scholarships, publications, and/or community involvement as related to your artistic practice;
- Samples of recent artistic work (i.e., majority of work created within the last six months to 2 years) selected to best demonstrate abilities and potential. **See Appendix: Requirements for Artistic Samples;**
- A complete inventory describing your artistic samples (use the form within the application); and
- Parent or guardian consent for applicants under the age of 19.
- Reference letters are not required.

## How Applications Will Be Assessed

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Your application will be assessed against other applications from the same level of study using the following weighted criteria. Keep these criteria in mind as you complete your application.

### **ARTISTIC WORK (50%)**

The assessment panel will consider:

- Your artistic samples and how they demonstrate your ability, progress and potential as related to your current level of training;
- The strength of your artist statement and its connection with your artistic samples; and
- The level of commitment and dedication to your artistic practice as demonstrated by past performances, exhibitions, achievements, recognition, and your involvement in an artistic community.

### IMPACT (50%)

The assessment panel will consider the:

- Urgency, potential and relevance for your program of study to impact the development of your independent artistic practice;
- Degree of impact you may have on your field of practice and/or identified communities;
- Degree of impact this scholarship may have on your artistic development; and
- Integrity of your practices including approaches to research, collaborative processes, contributors, source materials, and cultural contexts and protocols, as applicable.

### Assessment Process

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The following process is used to evaluate every application:

- The BC Arts Council receives applications and program staff reviews each one for eligibility.
- Eligible applications are forwarded to independent assessment panels. Assessment panels are comprised of individuals with broad professional knowledge, experience, geographical representation, and diverse aesthetic, institutional, and cultural viewpoints, including those from Indigenous perspectives.
- The assessment panels evaluate eligible applications using the assessment criteria above and determine the level of funding and/or conditions on payment of scholarships.
- The BC Arts Council informs each applicant of the assessment panel's decision in writing.
- Applicants may check the status of their application at any time through the online system.

### Notification of Scholarships

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The BC Arts Council informs each applicant of the results of their application no later than 16 weeks after the submission deadline.

Notifications are sent by email to the primary contact linked to the application.

Emails are sent through the online system so ensure the email address [NoReply@BCArtsCouncil.ca](mailto:NoReply@BCArtsCouncil.ca) is on your safe sender list.

Results cannot be requested in advance.

You are encouraged to contact program staff for feedback on the assessment of your application after notifications have been released.

### Payment of Scholarships

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Scholarships are paid in one or two installments upon proof of enrolment status.

Successful applicants are required to:

- Submit an enrolment verification letter from the registrar's office (with the student's name, program of study and confirmation as a full-time student in one or two terms during Summer 2023, Fall 2023 or Winter/Spring 2024).
- Upload this documentation to the BC Arts Council online system in order to release payment(s). Documentation must be received no later than March 1, 2024, or the scholarship may be cancelled.

- Notify program staff of significant changes in education plans or enrolment status.
  - Scholarships are not automatically transferable from one program or institution to another.
  - Students who do not remain full-time are no longer eligible to receive the scholarship.

All scholarship payments are subject to an authorizing appropriation under the *Financial Administration Act*.

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

- 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 submission of final reports.
- Fails to comply with legal obligations.
- Fails to respect the commitment to provide a safe and respectful workplace free from harassment, discrimination, and sexual misconduct.

**Grants are taxable income and must be reported as such.** Individuals are issued T4As for the year in which the grant payment is received.

## Confidentiality and Recognition of Scholarships

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### Confidentiality of Information

The collection, use, and disclosure of personal information are subject to the privacy provisions of the Freedom of Information and Protection of Privacy Act. The applicant's information will be shared in confidence with members of the assessment panel. The names and locations of successful scholarship recipients may be published, along with the amount of the scholarship, in the Annual Report of the BC Arts Council as well as in various communications and promotional vehicles of the BC Arts Council and Government of British Columbia. Social Insurance Numbers are provided to Canada and Revenue Agency through the issuance of T4As.

### Recognition of Assistance

In recognition of funding, the support of the BC Arts Council and the Government of British Columbia should be acknowledged in all promotional materials, both print and online. The approved BC Arts Council and provincial logo and graphics standards are available [online](#) in a variety of ready-to-use digital formats.

Funded applicants with a website are encouraged to add a link to the [BC Arts Council](#) website.

## Contact Information – We're here to help!

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Anissa Paulsen – Scholarship Program Advisor | 236-478-2560 | [Anissa.Paulsen@gov.bc.ca](mailto:Anissa.Paulsen@gov.bc.ca)

For general information, contact:  
250-356-1718 | [BCArtsCouncil@gov.bc.ca](mailto:BCArtsCouncil@gov.bc.ca)

**Program guidelines are reviewed annually.  
Be sure you are working with the most current guidelines for each intake.**

## Appendix: Requirements for your Artistic Samples

Applicants should review the [Upload Requirements for Support Material guidelines](#). It is your responsibility to ensure all files are working properly. Poor quality files may negatively affect the review of your application. Test all files before submitting your application.

### General Requirements for all Scholarship Applications

- Submit samples that reflect your strongest work and best demonstrate your artistic abilities, progress and potential to the assessment panel.
- All artistic samples must be recent (i.e. majority of work created in the last six months to 2 years).
- Submit only the type and number of artistic samples outlined below for your field of practice/ program of study.
- Excess materials will not be reviewed.
- Complete the online inventory form to identify and describe the samples of work you are submitting so the assessors have context for understanding your work (e.g., date created, title, materials used, size, collaborators, timecodes for audio or video files).
  - An Inventory Form is provided within the application.
  - List timecode(s) to draw assessors' attention to specific parts of any video or audio submissions. Otherwise only the first few minutes of each audio/video file will be reviewed, up to 8 minutes total per applicant.

### Specific Requirements (listed by field of practice / program of study):

#### Arts & Cultural Administration, Museum Studies

- An essay, published or unpublished, dealing with issues of interest to the field (PDF, up to 8 pages);
- OR, written documentation describing a significant project you were involved with (PDF, up to 8 pages) which may include up to 4 images or up to 2 minutes audio or video documentation.

#### Community-engaged or Socially-engaged Arts Practice

- Up to 8 high-quality images of recent work;
  - A video or audio recording of up to 1 minute may replace 2 images.
- OR, written documentation describing a significant project (PDF, up to 8 pages) which may include up to 4 images or up to 2 minutes audio or video documentation.

#### Contemporary and Traditional Applied Arts

- Up to 8 high-quality images of recent work.
  - A video recording up to 1 minutes may replace 2 images.
- OR, written documentation describing a significant project (PDF, up to 8 pages) which may include up to 4 images or up to 2 minutes audio or video documentation.

#### Curatorial Practices

- An exhibition proposal discussing concept, design, installation, and interpretation, including venue details (fictitious or actual), how the exhibit will be presented and how the exhibit serves the community and venue (PDF, up to 8 pages).

## Dance

### All Dance Applicants

- Include a brief video introduction stating name, level of study you will be entering and current school or academy.
- Videos should be of the best possible sound and light quality. If possible, use work recorded in-studio. Do not dub sound over movement.
- Indicate relevant timecode(s) on application's inventory form to ensure assessors are reviewing the strongest parts of each video. Otherwise only the first few minutes of each video will be reviewed, up to 8 minutes total per applicant.
- If dancing in a group, be sure to clearly identify yourself on the inventory form.

### Classical Ballet

- Up to 2 minutes of technical work (barre and centre), plus
- Two or three contrasting samples of choreography or excerpts from the classical repertoire to demonstrate personal artistry.

### Contemporary Ballet

- Up to 2 minutes of technical work (barre and centre), plus
- Two or three contrasting samples: such as a solo repertoire, an in-studio performance excerpt and/or improvised movement to demonstrate personal artistry.

### Contemporary, Modern, Traditional, Flamenco, Other

- Up to 2 minutes of technical work (floor work, standing/centre work and across the floor), plus
- Two or three contrasting samples: such as a solo repertoire, an in-studio performance excerpt, and/or improvised movement to demonstrate personal artistry.

### Choreography

- Two or three contrasting samples that may be excerpts or complete works / works in progress.
- If you are an interpreter as well as a choreographer, one sample should consist of your work performed by other dancers.

## Deaf, Disability and Mad Arts

- Up to 8 high-quality images of recent work.
  - A video recording up to 1 minute may replace 2 images.
- OR, up to 3 video or audio recordings of complete works or excerpts.
  - Indicate relevant timecode(s) on application's inventory form to ensure assessors are reviewing the applicable parts of each video / audio file. Otherwise only the first few minutes of each video / audio will be reviewed, up to 8 minutes total per applicant.
- OR, written documentation describing your practice (PDF, up to 8 pages) which may include up to 4 images or up to 2 minutes audio or video documentation.

## Literary / Creative Writing

Combine all writing samples into 1 PDF, up to 12 pages. Double-spaced. 12-pt serif font.

It is ok to include samples from a combination of genres if it is reflective of your practice and/or your program of study.

### Nonfiction

- 1-3 complete works or excerpts.



**Fiction**

- 1-3 short stories or a chapter from a novel with a brief summary of the remainder of the novel (up to 12 pages total).

**Poetry**

- Up to 8 poems.
  - Use inventory form to list each poem and corresponding page number within PDF.

**Playwriting**

- Completed one-act play or excerpt from a full-length play with a brief summary of the remainder (up to 12 pages total).

**Publishing**

- An essay, published or unpublished, dealing with issues of interest in the publishing field;
- OR, 1-3 samples of work you have edited, marketing materials you have developed, examples of design and/or layout work, etc. (up to 12 pages total).

**Graphic Novel**

- 1-2 chapters or excerpt(s) with 1-page synopsis of remainder (up to 12 pages total).

**Media Arts (including Film Directing and Animation)**

- 1-3 complete audio or video works or excerpts.
  - Indicate relevant timecode(s) on application's inventory form to ensure assessors are reviewing the applicable parts of each video/audio. Otherwise only the first few minutes of each video/audio will be reviewed, up to 8 minutes total per applicant.
  - For collaborative projects used as samples, ensure your role is clearly identified in the inventory form.
- OR, up to 8 high-quality images, if applicable.
- When submitting collaborative work, make sure to clearly identify your role on the inventory form.

**Multi-disciplinary and Inter-disciplinary Arts**

- Up to 8 high-quality images of recent work.
  - A video recording up to 1 minute may replace 2 images.
- OR, up to 3 video or audio submissions of complete works or excerpts.
  - Indicate relevant timecode(s) on application's inventory form to ensure assessors are reviewing the applicable parts of each video/audio. Otherwise only the first few minutes of each video/audio will be reviewed, up to 8 minutes total per applicant.
- OR, written documentation describing your practice or a significant project (PDF, up to 8 pages) which may include up to 4 images or up to 2 minutes audio or video documentation.

**Music****All Music Applicants**

- Include a brief video introduction stating name, level of study you will be entering and current school.
- Performance recordings should be unedited and of the best possible sound quality.
- Recordings should be recent (within the six months to one year).

- Indicate relevant timecode(s) on the application's inventory form to ensure assessors are reviewing the strongest parts of your video files. Otherwise only the first few minutes of each selection will be reviewed, up to 8 minutes total per applicant.

### **Performance (Instruments) and Jazz**

- Three (3) contrasting selections that demonstrate the applicant's technical, stylistic, and interpretive abilities.
- Samples should reflect a range of composers, styles, eras and/or tempi.
- Ensemble work is advisable only if the applicant's part in the ensemble is of a solo nature and readily distinguished from the rest of the ensemble.

### **Vocalists**

- Three (3) contrasting selections that demonstrate the applicant's technical, stylistic, and interpretive abilities.
- Selections should be sung in appropriate languages. Classical singers should provide at least one selection in a language other than English.

### **Conducting**

- Up to 3 video recordings that demonstrate the applicant's technical, stylistic, and interpretive abilities.
- One recording must show the conductor working with the ensemble in rehearsal to achieve the interpretive objective.
- Recordings should allow viewers to see both the ensemble and the conductor.
- Each recording should be accompanied by a brief statement of the applicant's interpretive objective for the work selected.

### **Composition**

- Up to 3 recordings of original compositions demonstrating the applicant's technical and stylistic abilities.

### **Production**

- Up to 3 recordings demonstrating the applicant's technical and stylistic abilities.

### **Spoken Word / Storytelling**

- Include a video introduction stating name, level of study entering and current school.
- Up to 3 audio or video recordings of completed works or excerpts (up to 8 minutes total).

### **Theatre**

#### **All Theatre Applicants**

- Include a brief video introduction stating name, level of study entering and current school.
- Offer contrasting or distinct samples to demonstrate artistic range, as applicable (i.e. classical / Canadian / contemporary)
- If submitting live performance videos, be sure to clearly identify yourself on the inventory form.
- Recordings should be recent (within six months to one year)
- Performance recordings should be unedited and of the best possible sound quality.
- Indicate relevant timecode(s) on the application's inventory form to ensure assessors are reviewing the strongest parts of video files. Otherwise only the first few minutes of each selection will be reviewed, up to 8 minutes total per applicant.

**Circus Arts**

- Up to 3 distinct works demonstrating a range of styles.

**Musical Theatre**

- Three (3) distinct works demonstrating a range of styles.
  - In any scene, the applicant must play a principal role.
- Musical Theatre applicants are encouraged to demonstrate abilities in singing, dancing, and acting.

**Performance / Acting / Devising**

- Three (3) distinct works demonstrating a range of styles.
  - In any scene, the applicant must play a principal role.
  - Samples may be an audition-style presentation, filmed in studio for portfolio or audition purposes.
  - Acting applicants must include one monologue.

**Theatre Directing** (*For Film Directing - see Media Arts*)

- Videos of 2 short scenes or excerpts directed by applicant.
- Brief Director's Statement explaining why these excerpts were selected (PDF, up to 2 pages).
- Concept Statement about the works submitted (PDF, up to 2 pages).
- Notated scripts to accompany each selection.

**Technical and Design**

- 1-3 samples of work in any of the formats below.
  - Up to 5 minutes total video recording.
  - Up to 5 minutes total audio recording.
  - Up to 8 digital images from either course work or productions.
  - A design portfolio for costume and set design students (PDF, up to 8 pages).
  - A prompt book or archival video with audio of applicant calling the cues for stage management students (PDF up to 8 pages or recording up to 5 minutes).
- Where possible, include video of work in production as one of your submitted samples.
- Where possible, include samples of the same work at both the concept phase (e.g., costume drawings, models, lighting plot, etc.) and in production (e.g., production stills or video, etc.).
- Clearly identify what role you played in the work you are submitting.

**Visual Arts**

- Up to 8 high-quality images of recent work.
  - A video recording up to 1 minute may replace 2 images.
- For installation work, where possible, provide up to 3 photos (or up to 1 minute of video) to show the complete installation and indicate scale on the inventory form.
- Do not combine multiple views into one .jpeg image. Excess materials will not be forwarded for assessment.