

Individual Arts Grants: PROFESSIONAL PERFORMING ARTISTS Program Guidelines 2023/24

Acknowledgement

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 ɫákwəŋən (Lkwungen) people, known today as the Songhees and Esquimalt Nations, on whose ancestral lands we operate our main offices.

About the BC Arts Council

The BC Arts Council is an agency of the Province of British Columbia under the Arts Council Act, nurturing and supporting arts and cultural activity in communities across British Columbia. 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 and other guiding documents 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](#).

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.

Designated Priority Groups

The BC Arts Council has committed to targeted investment in underserved and equity-deserving organizations and the development of equity support initiatives, including a policy to support [designated priority groups](#). Support for designated priority groups includes funding prioritization, dedicated programs, outreach, and reporting.

The BC Arts Council's designated priority groups include applicants and arts and cultural practitioners who are:

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

About Individual Arts Grants: Professional Performing Artists

Individual Arts Grants: Professional Performing Artists supports initiatives in the development, creation, production, realization, dissemination or live performance of classical, experimental, original, traditional and contemporary performing art forms from all world cultures. Performing arts includes dance, music, theatre, multidisciplinary, or other performing arts practices such as circus arts and comedy.

The program supports artists and has two categories:

- **Development and Creation** supports the initial stages of the creative process including research, creation and project development.
- **Production and Realization** supports latter stages of project development, production, remounts, post-production and presentation and those projects intended for presentation.

For projects with a full range of activity you may apply for both categories in the same application.

See the *What Types of Projects are Eligible* section below for more information about what kinds of projects this program supports.

When and How to Apply

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

Applications will be accepted until May 31, 2023, no later than 11:59 p.m.

You may only submit one application per program area per intake.

New applicants: [Register and create a profile](#) in the online system. **It may take up to five business days to process your registration request.** You will receive an email when your registration request is approved. Once approved, you will be able to access the online application. Add the email address **NoReply@BCArtsCouncil.ca** to your safe senders list and check your spam folders.

All applicants: Update your online Personal Profile (including mailing address and Designated Priority Group and Voluntary Self-Identification sections) before submitting an application.

If you have any questions, contact the Program Advisor for this program. The BC Arts Council office hours are 8:30 a.m. to 4:30 p.m., Monday to Friday.

Accessibility Programs

If you self-identify as Deaf or having a disability, you are eligible for the BC Arts Council's Accessibility Programs:

[Application Assistance](#) – pays for support services for creating and submitting grant applications.

[Access Support](#) – provides funding to support access costs associated with creating, developing, or executing a project funded by a BC Arts Council Individual Arts Grant.

These programs do not provide funding for audience accessibility or day-to-day access costs outside of the scope of a project.

Accessibility requests are confidential and will not be part of the assessment panel's evaluation of a grant application. To request assistance, contact:

- Nicola Dunne, Accessibility Coordinator at 778-405-4007 or Nicola.Dunne@gov.bc.ca.

Find out more about accessibility supports at BCArtsCouncil.ca/accessibility

Who Can Apply

All applicants are encouraged to confirm their eligibility with the Program Advisor prior to applying. Applications that do not meet current eligibility criteria within these guidelines will not be forwarded for assessment.

To be eligible, you must:

- Be a professional independent artist and must:
 - Have worked in their discipline as a professional practitioner for at least two years following completion of basic studies and have a demonstrated body of previous work
 - Be a Canadian citizen or Permanent Resident and have been a resident of British Columbia for at least 12 months immediately prior to the application deadline, and ordinarily reside in B.C. For more information, review our [Determining B.C. Residency page](#).
- Have completed and submitted any overdue final reports on previous BC Arts Council grants by the submission deadline for this program.

What Types of Projects are Eligible

BC Arts Council project grant programs provide one-time grants for specific projects. Project grants are not meant to cover operating or ongoing expenses.

Grants are available in this program to support specific projects that support initiatives in the development, creation, production, realization, dissemination and/or live performance of classical, experimental, original, traditional, and contemporary performing art forms from all world cultures. Performing Arts includes dance, music, theatre, multidisciplinary or other performing arts practices such as circus arts and comedy.

Examples may include (but are not limited to):

- Artistic research, exploration, and experimentation;
- Composition of all genres of music, including those expressions primarily using digital technologies;
- Playwriting projects in workshop, preproduction or production phases. Playwrights looking for funds to support initial drafts may be eligible through the Individual Arts Grants for Creative Writers;

- Various methods of creation, either in-residence or independently;
- Workshops and other development activities;
- Public presentations;
- Commissioning of new work; or
- Subsistence to artists or arts and cultural practitioners.

Examples of activities that are not eligible for support in this program:

- Amateur, pre-professional or student productions or projects;
- Recording projects that are intended for commercial distribution;
- Non-audition-based community choirs;
- General operating expenses and activities, ongoing expenses, or annual suites of programming;
- Projects or activities that do not involve or benefit artists or arts and culture practitioners and professionals;
- Projects or activities that do not have a clearly defined arts and culture focus; or
- Projects that are focused on professional development or arts education.

Applicants are encouraged to contact a Program Advisor to discuss the fit and eligibility of projects looking for support in this program *prior to* submitting an application.

Required artist fees and compensation within project activities:

All projects submitted to this program must pay artist fees to the artists and arts and culture practitioners engaged in the proposed activities. At a minimum, artist fees should be paid at the recommended rates set by the arts service organization, professional association, or established practitioners within the field of practice. Fee structures that are not guaranteed (ex. commission-based sales of artworks, cut of door sales, etc.) that risk low or non-payment to practitioners do not meet this requirement.

Compensation to Elders and Knowledge Keepers can be determined according to community context and appropriate protocols. The structure and method of determining the fair rate should be described within the application.

What Will Not Be Funded

Grants are not available to support:

- Operating expenses.
- Project phases or activities that have begun prior to the application submission deadline.
- Project or budget deficits or contingency funds.
- [Capital expenses](#) (construction, renovation, or purchase of property or equipment).
- Feasibility studies, start-up costs, or seed money.
- Projects or activities that are not based upon artistic or curatorial decision making, or where arts and culture is not the primary focus, including: pay-to-play activities; fundraising activities; competitions; conferences and conventions; family, religious, or community celebrations; or anniversaries.

- Podcasts and radio programming that are not embedded within established artistic practice or specifically dedicated to the dissemination of artistic works (activities based within journalism, broadcasting, creative industry, or for general interest or commercial purposes are not eligible for support).
- Costs of producing commercial recordings or demo reels.
- Private or for-profit entities (except in the case of for-profit book publishing companies).
- Curriculum-based activities or projects related to continuing education or post-secondary programs.
- Projects that are primarily in support of or focused within creative industries or commercial sectors.
- Projects or activities funded through other BC Arts Council grant programs.
- Projects or activities funded with BC Arts Council funds delivered through third-party delivery partners: ArtStarts, First Peoples' Cultural Council, BC Touring Council, or Creative BC.

Grant Amounts

The request amount to this program may be up to 100% of the eligible project budget.

Applicants may request subsistence of up to \$750/week to a maximum of \$15,000.

There is no maximum request amount, but project assistance grants typically range from \$5,000 to \$25,000. Requests for amounts beyond this range will need to articulate a clear rationale for why the project requires a higher amount. Applicants should discuss such requests with a Program Advisor prior to submitting an application.

BC Arts Council intends to support successful applications at 100% of the request; however, grants may be awarded for less than requested to align with the typical range BC Arts Council programs are highly competitive, and support is not available for all eligible projects. Success rates in BC Arts Council programs are generally between 20% to 40% of requests to programs. Visit the [BC Arts Council Recipients](#) page to review a list of previously successful applicants and the range of grants for this program.

What is Needed for the Application

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

A complete application must include:

- Details outlining the proposed project including:
 - a summary of the proposed project, including rationale, objectives, and outcomes.
 - project timeline or work plan.
 - a biography for each member of the project's team (maximum 100 words each).
- A balanced project budget using the budget table provided in the online application. Include notes on the budget and indicate whether revenues are confirmed or pending. The project budget must balance in-kind revenues with in-kind expenses.
- All required support material as per the list below.

As part of our commitment to accessibility, the BC Arts Council is now accepting parts of applications in audio and video formats. See instructions within the application.

Support Material

Review and adhere to the [Upload Requirements for Support Material](#).

Required support material includes:

- Letters from partners or collaborators, if applicable, confirming the nature of their participation (maximum two letters, one page each). Do not include general letters of support.
- Examples of previous work relevant to the proposed project, up to a maximum of*:
 - 5 images or 5 minutes total of video or audio, with identified excerpts to be viewed;
 - Sample of script, score (samples up to 10 pages, PDF), or examples of preliminary movement research (up to 3 minutes of video).

*NOTE: Items in excess of the listed maximums, including multiple links to materials within a single uploaded document, will not be reviewed. Other examples of previous work, such as publications, must be discussed with the program officer prior to submission to determine whether they are appropriate.

For applicants who have not previously received funding through this program:

- Two letters of reference from established arts and cultural practitioners familiar with the applicant's work.

How Applications Will Be Assessed

In the [Extending Foundations: Action Plan for 2022-2024](#), the BC Arts Council committed to placing reconciliation, equity, diversity, inclusion and access at the centre of its activities, with the intention to address historic funding inequities. Strategic funding measures may be applied to applicants who identify as a member of a designated priority group as stated above. Equity considerations are embedded throughout the assessment criteria and the assessment process.

The areas of assessment are described below along with their relative weight. Your application should address how the project fulfils each area of assessment.

ARTISTIC CONTRIBUTION AND SIGNIFICANCE (40%)

The assessment panel will evaluate the project's contribution and significance by considering the:

- Quality of proposed project, level of artistry, originality, and overall contribution to the form;
- Integrity of the creative processes including ethical approaches and consideration given to:
 - Research methods;
 - Use of source and physical materials;
 - Equitable collaboration processes;
 - Matters of cultural appropriation and representation; and
 - Appropriate protocols and practices.
- Meaningful contribution to under-represented artistic practices.

IMPACT ON THE APPLICANT AND COMMUNITY (40%)

When considering the impacts of the project, the committee will assess the:

- Potential benefits to the development of the applicant's practice, the applicant's own identified communities, and the professional arts community in B.C.;
- The significance of the project relative to BC Arts Council priorities of reconciliation, equity, diversity, inclusion, and access;
- The level at which the project will advance awareness of equity-deserving and under-represented communities; and
- The level of accessibility and engagement, including but not limited to physical spaces, cultural safety, affordability, and support for diverse participants or those who experience barriers or disability.

FEASIBILITY (20%)

The assessment panel will evaluate the viability of the project by considering:

- Achievability of the project as demonstrated by sound budgets, planning, and resource allocation;
- Level of experience in realizing comparable projects at a professional standard; and
- Clarity of the work plan or timeline.

Assessment Process

The following process is used to evaluate every application to this program:

- The BC Arts Council receives applications and 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 or conditions on payment of grants.
- The BC Arts Council informs each applicant of the assessment panel's decision in writing. All decisions are final.
- Applicants may check the status of their application at any time through the online system.

Notification of Grants and Feedback

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

Notification is sent by email to the primary contact linked to the application.

Emails are sent through the online system. Be sure the email address **NoReply@BCArtsCouncil.ca** is on your safe sender list.

Results cannot be requested in advance.

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

Payment of Grants

All 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.
- makes 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 will be paid by cheque sent to the mailing address listed in the individual or organization profile in the online system unless registered for direct deposit.

Grants are taxable income and must be reported. Individuals receiving grants on their own behalf or on behalf of a collective are issued T4As for the year the grant payment is processed.

Final Reports

Recipients must submit a final report with the required documentation of the completed project to the BC Arts Council within 30 days of the Project End Date in the application.

Final Reports must be submitted through the online system.

Future applications will be ineligible if reporting requirements are not met.

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 grant recipients may be published, along with the amount of the grant, 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 Revenue Agency through the issuance of T4As.

Recognition of Assistance

In recognition of funding, the support of the BC Arts Council and the Province 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

If you have questions after you have reviewed these Program Guidelines and the [Frequently Asked Questions](#) on the BC Arts Council website, contact the Program Advisor.

A full list of program staff is available on [our website](#).

Nadine Carew – Program Advisor Performing Arts (Music, Dance)
(778-698-3288) | Nadine.Carew@gov.bc.ca

Justine Shore – Program Advisor Performing Arts (Theatre, Multi-disciplinary, Other)
(250-940-8538) | Justine.Shore@gov.bc.ca

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

**Program guidelines are reviewed and updated regularly.
Be sure you are working with the most current guidelines for each intake.
Any changes to the guidelines made after the original posting will be clearly highlighted.**

Application Checklist

Be sure you have included or completed the following before you submit your application. Review the program guidelines and application for specific requirements.

In your Personal Profile on the BC Arts Council online grant system:

- update your address and other contact information
- complete the Designated Priority Group section (required for strategic funding)
- complete the Voluntary Self-Identification form

In your Application:

- a project start date and end date
- a request amount that matches the request amount in your Budget form
- precise descriptions of your organization's activities and practices, the project, the participants or specific communities, the creation process, and the intended impacts of the project
- a project timeline or workplan beginning after May 31, 2023

Pop-out forms to complete in the application:

- Project Team with biographies
- Budget Form with notes explaining amounts

Documents to Upload:

Additional Uploads:

- letters from up to two partners or collaborators, if applicable, confirming the nature of their participation (maximum two letters, one page each). Do not include general letters of support
- For applicants that have **not previously received funding through this program**, two PDF letters of reference from established arts and cultural practitioners familiar with the applicant's work
- Support material as listed in the guidelines