

INDIVIDUAL ARTS GRANTS: VISUAL 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 pay our respects to the Elders and Knowledge Keepers, past and present, descendants and custodians of these lands and waters. We are grateful for the continuing relationships with Indigenous people that develop through our work together. We acknowledge and raise our hands to the ɫə́kwəŋən (Lekwungen) 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 BC Arts Council conducts its 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](#). These identified groups will be the focus of BC Arts Council strategic measures, through dedicated programs, funding prioritization processes, partnerships, and outreach.

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
- Located in areas outside [greater Vancouver or the capital region](#)

Applicants who would like to identify as part of a designated priority group must complete the Designated Priority Groups section in their online Individual Profile.

All applicants are also encouraged to complete the Voluntary Self-Identification section, but it is not mandatory.

About Individual Arts Grants: Visual Artists

Individual Arts Grants: Visual Artists supports professional visual artists, contemporary and traditional craft artists, and independent critics and curators with the creation of specific projects.

Grants are available to support the creation of new works. Applications may be made by individuals or on behalf of a collaboration of two or more artists sharing creative control of a project.

Independent curators and critics may apply to further their practice independently from art organizations or institutions. Applications may investigate visual and media arts and/or museum practice.

When and How to Apply

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

Applications will be accepted until 11:59 p.m. on December 6, 2023.

You may submit only one application to this grant program per intake.

You may only apply for a single project in an application.

This grant program is expected to open again in fall 2024. A [Grant Program Calendar](#) showing our annual grant program cycle is available on our website.

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, and you are 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 your application.

Questions? Contact the Program Advisor for this grant program. We are here to help. The BC Arts Council office hours are 8:30 a.m. to 4:30 p.m., Monday to Friday.

Accessibility

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 a project funded by a BC Arts Council 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.

For more information or to request assistance, contact:

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

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

Who can apply

You are encouraged to confirm eligibility with the Program Advisor before applying. Applications that do not meet eligibility criteria in these guidelines will not be forwarded for assessment.

For collaborative applications, each participant in the collaboration must meet the eligibility criteria, as demonstrated by their CV in the application support material.

To be eligible, you must:

- 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.
- Be a professional visual or craft artist or independent critic or curator as determined by having:
 - Completed appropriate and relevant training in the discipline. Training may include education through post-secondary institutions, traditional knowledge transfer, or apprenticeship with a qualified practitioner.
 - Have completed two or more years of artistic practice after basic training.
 - Worked at a level that is recognized as professional by other practitioners in a similar discipline or by organizations in the discipline.
 - **For visual or craft artists:** Two or more professionally curated exhibitions for which you have received exhibition fees (CARFAC or equivalent).

OR

- **For independent curators or critics:** Curated two or more exhibitions or professionally published two or more works of critical writing for which you have received professional fees.

OR

- **For Indigenous Artists:** Received at least one grant to assist with the creation of work through the First Peoples' Cultural Council Indigenous Arts Program.
- Have final creative control over the proposed work.
- Fairly compensate artists, arts and cultural practitioners, technicians, Elders, and Knowledge Keepers. Compensation must align with project and community contexts and industry standards within the field of practice.
- Follow international intellectual property rights standards and cultural ownership protocols.
- Engage skilled artistic, curatorial, and administrative leadership (volunteer or paid) for project or service delivery.
- Follow the [Criminal Records 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](#).
- Have completed and submitted any overdue final reports on previous BC Arts Council grants by the submission deadline for this grant program.
- Be applying for either the first or second time with a project; if you have applied twice unsuccessfully for the same project, the proposal must be substantively changed.

Eligible Expenses

Grants are available to support:

- [Subsistence costs](#) of up to \$750 per week, prorated for part-time weeks. Subsistence expenses are in lieu of artist fees for the applicant(s), to support living costs incurred while undertaking a project or activity, such as housing costs/rent, food, and local transportation. Grant recipients are expected to devote most of their time to their practice for the duration of the project. Preparatory time can be included in Subsistence.
- Costs of materials directly related to the project.
- Rental of equipment or space when directly relevant to the project.
- Fees paid to other professionals to help complete the project, for example, technicians, an editor, or sensitivity reader.
- Travel expenses directly relevant to completing the project.
- Accessibility costs related to the project that are not eligible for the Access Support program.

Required artist compensation within project activities:

Eligible projects must include appropriate payment to the artists, arts and cultural practitioners, and other professionals engaged in the proposed activities. At a minimum, payments to artists should be at the recommended rates set by an arts service organization, professional association, or established practitioners within the field of practice. Payment structures that are not guaranteed, or that risk low or non-payment to artists and other professionals do not meet this compensation requirement (for example, commission-based sales of artworks or a percentage of door sales).

Applicants can determine compensation to Elders and Knowledge Keepers according to community context and appropriate protocols. Applicants should describe the approach used to determine the fair rate in their application.

What Will Not Be Funded

Grants are not available to support:

- Projects or activities previously funded through this or other BC Arts Council programs.
- Instructional, sponsored, or commissioned works.
- [Capital expenditures](#) (construction, renovation, or purchase of property or equipment).
- Projects or activities funded with BC Arts Council funds received through third-party delivery partners: ArtStarts, First Peoples' Cultural Council, BC Touring Council, or Creative BC.
- Project phases or activities that began prior to the application submission deadline.
- Curriculum-based activities or projects, including those related to continuing education or post-secondary programs.
- Projects where arts therapy, health or therapeutic work is the primary project focus or outcome.
- Projects or activities that are primarily intended for or focussed within creative industries or commercial sector (with the exception of book publishers), including architecture, fashion, commercial film and television, culinary arts, games, sports, recreation, mass media, journalism, podcasts, graphic design.
- Podcasts and radio programming that are not embedded within established artistic practice or specifically dedicated to the dissemination of artistic works.

- Promotion and marketing, including touring expenses.
- [Capital expenses](#) (construction, renovation, or purchase of property or equipment).
- Project or budget deficits or contingency funds.

Grant Amounts

The maximum request amount is \$15,000.

You may request up to 100% of the eligible project expenses.

We encourage you to submit a realistic budget for funds required to feasibly carry out the project.

Requests for the maximum amount should demonstrate a large scope and potential for impact and articulate a clear rationale for why the project requires the maximum amount. BC Arts Council intends to support successful applications at 100% of the request; however, grants may be awarded for less than requested.

BC Arts Council grant programs are highly competitive, and support is not available for all eligible projects. Success rates in BC Arts Council grant programs are generally between 20% to 40%. Visit the [BC Arts Council Grant Recipients](#) page to review a list of previously successful applicants and the range of previous grants for this program.

What is Needed for the Application

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.

An application checklist is included at the end of these guidelines.

A complete online application must include:

- A detailed project description (up to 750 words), including:
 - Rationale and artistic vision, research methods, and general approach to the work.
 - Consider responding to these questions in your description: Why This Project? Why You? Why now?
- If a collaborative application, names of other applicants and description of individual roles and contributions.
- A project timeline or work plan.
Note: Notification of results is generally 16 weeks after the application submission deadline so plan accordingly if your project is dependent on this grant funding.
- A description of equitable and ethical approaches in the project and your practice.
- A detailed budget. Be sure to:
 - Use the Budget Form provided in the application.
 - Include detailed notes for each included expense.
 - Indicate whether revenues are confirmed or pending.
 - Make sure Amount Requested in the application matches the request amount in the Budget Form.
- 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.

Required Support Material

Review and follow the [Upload Requirements for Support Material](#) before uploading support material to your online application.

Do not submit any additional support material outside of what is required below. Excess support material, including multiple links to materials within a single uploaded document, will not be reviewed and may negatively impact the assessment of your application.

You are encouraged to test all materials before submitting your application.

If you have any questions about support material, contact the Program Advisor.

Required support material for this application includes:

- Curriculum Vitae (CV) for the applicant and, for collaborative applications, any collaborators that share creative control. The CV should include professional training and related artistic activities and achievements (maximum 3 pages per artist), with paid professional presentations, dates and curators/organizations/publishers clearly indicated
- Letters from partners or collaborators, if applicable, confirming the nature of their participation (maximum one page each). Do not include general letters of support
- Examples of work related to the proposed project:
 - **For Visual and Craft Arts:**
 - Up to 12 images
 - OR
 - Up to 5 minutes of video documentation
 - **For Independent Critics and Curators:**
 - Up to three published texts, articles, or catalogues (maximum 20 pages total)
 - OR
 - Up to 12 images or up to 5 minutes of video documenting the work of the artist(s) who will be the focus of the research or project.
 - OR
 - Up to 12 images or up to 5 minutes of video documenting a previous exhibition.
- A completed Inventory of Support Materials. Describe your support materials and how they relate to the proposed project.

Note: You may submit a combination of the above types of examples to best serve your application. Total examples must not exceed the maximum amount allowed in a single format (for example, 3 images and 2 minutes of video may be submitted).

Note for Collaborative Applications: Collaborative applicants must divide the support material uploads between collaborators as they see fit, within the same limitations noted above (12 images, 5 minutes of video or 3 published works total for the application, not per collaborator).

Assessment Criteria

The [Extending Foundations: Action Plan for 2022-2024](#) includes the BC Arts Council's commitment to placing reconciliation, equity, diversity, inclusion, and access at the centre of its activities with the intention to address historic funding inequities. Equity considerations are embedded throughout the assessment criteria and the assessment process. Funding prioritization may be applied to applicants who identify as part of a designated priority group as outlined on page one.

Assessment criteria are designed to encourage applicants to speak to the various ways their activities align with the priorities of the BC Arts Council.

The assessment criteria are also the primary lens through which the assessment panel will review and score your application.

The areas of assessment for this grant program are outlined below along with their relative scoring percentage. Keep these criteria in mind as you complete your application.

ARTISTIC CONTRIBUTION AND SIGNIFICANCE (40%)

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

- Quality and scope of the proposed project, including level of artistry, originality, and overall contribution to the artistic practice.
- 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.
 - Appropriate protocols and practices.
- Meaningful contribution to under-represented artistic practices.

IMPACT ON THE APPLICANT AND COMMUNITY (40%)

When considering the impact of the project, the assessment panel 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.
- Significance of the project relative to the BC Arts Council's priorities of reconciliation, equity, diversity, inclusion, and access.
- Level at which the project will advance awareness of equity-deserving and under-represented communities.
- 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 project's feasibility by considering:

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

Assessment Process

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

- The BC Arts Council receives applications and reviews each one for eligibility.
- Eligible applications are forwarded to independent assessment panels. Assessment panels include individuals with broad professional knowledge, experience, geographical representation, and diverse aesthetic, institutional, and cultural viewpoints, including those from Indigenous perspectives.
- 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.
- Applicants may check the status of their application at any time through the online system.
- All results are final.

Notification of Grants and Feedback

The BC Arts Council's commitment is to inform each applicant of the results of the assessment process 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 will not be shared before the official notification letters are sent.

Contact the Program Advisor for feedback on the assessment of your application after you have received notification of the results.

Payment of Grants

Grant 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 and sent to the mailing address listed in the individual or organization profile in the online system unless the applicant is 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

Grant recipients must submit a final report on the completed project to the BC Arts Council within 30 days of the Project End Date stated in the application.

Final Reports must be submitted through the online system.

Future applications from the applicant to BC Arts Council grant programs will not be accepted 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 Province of British Columbia. Social Insurance Numbers are provided to Canada Revenue Agency through the issuance of T4As.

Recognition of Grants

In recognition of grant funding, the support of the BC Arts Council and the Province of British Columbia should be acknowledged in applicant's 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.

Grant recipients 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.

Clayton Baraniuk – Program Advisor

250-978-9839 | [Email Clayton.Baraniuk@gov.bc.ca](mailto:Clayton.Baraniuk@gov.bc.ca)

For general information, contact:

250-356-1718 | Email to: BCArtsCouncil@gov.bc.ca

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

Individual Arts Grants: Visual Artists – Application Checklist

Be sure you have included or completed the following before you submit your application.

Before you start:

- Review the application preview and program guidelines for specific requirements.
- Call the Program Advisor if you need to confirm eligibility or if you have questions.
- New applicants: Register in the BC Arts Council online system
- Add NoReply@BCArtsCouncil.ca to your safe senders list
- Complete and submit any overdue final reports on previous BC Arts Council grants.

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

- Update your mailing address and other contact information.
- Complete the Designated Priority Group section (required for funding prioritization).
- Complete the Voluntary Self-Identification section (optional).

Text boxes in application:

- All mandatory text-based questions have been answered.
- All non-mandatory text-based questions that are relevant to your project have been answered.

Pop-out forms:

- Complete the Budget Form, including notes to explain your expenses and revenues
- Complete the Inventory of Support Materials Form, providing context for your support material submissions.

Uploaded documents:

- Up to 12 images or 3 published texts (maximum 20 pages), as applicable, OR
- Up to 5 minutes of audio or video samples
- Ensure clear statement that provides context for the sample work have been provided in the Inventory of Support Materials form.
- Your curriculum vitae (CV) and, for collaborative applications, the CVs of your collaborators.
- Letters from partners or collaborators, if applicable.

And then:

- Complete the Access Support tab (as applicable).
- Share your feedback in the Feedback tab (optional).

And finally:

- Review the Assessment Criteria to be sure your answers address the program priorities.
- Ask a friend or trusted advisor to review your application for clarity, omissions, errors, etc.
- Read the Declaration tab and complete the acknowledgement.
- Submit your application!**