

Arts Infrastructure Program

Program Guidelines 2026/27

Grant Program Summary

Grant program purpose: To support the development of new or existing arts and cultural spaces through acquisition, renovation, or purchase of specialized equipment.

Maximum grant amounts: Category 1: Planning & Consultation - \$25,000
Category 2: Capital Improvements - \$250,000
Category 3: Specialized Equipment Acquisition - \$40,000

Applications – Open: September 17 | **Close:** November 12 | **Results:** March 2027

New applicants must register before: November 4

Next intake: Fall 2027 (subject to change). You can find the [Grant Program Calendar](#) on the Funding section of our website.

Who Can Apply: Eligible Arts Organizations; Book and Magazine Publishers; Indigenous Cultural Centres and Museums; Indigenous Community Organizations, First Nations Governments, and Arts Activator Organizations in B.C. Applicants must meet the eligibility criteria detailed in the [Who Can Apply](#) section below.

All applicants (especially those applying to Category 2) are strongly encouraged to confirm the eligibility of their project with a Program Advisor before applying. Applications for projects that do not meet the eligibility criteria in these guidelines will not be forwarded for assessment.

New applicants: You must register in the online system to access the application. Registration requests must be received at least one week before the application closing date. Before you register, you are encouraged to talk with a Program Advisor and make sure **you are eligible** and **your proposed project is eligible**.

Contact Us. We are here to help.

Review these program guidelines and the [Frequently Asked Questions](#) on the BC Arts Council website before applying. Contact a Program Advisor if you have questions.

Nicola Dunne – Program Advisor | 778-405-4007 | Nicola.Dunne@gov.bc.ca

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

BC Arts Council office hours are 8:30 a.m. to 4:30 p.m. (Pacific Time), Monday to Friday.

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Guidelines are reviewed and updated before every intake.

Be sure you are working with the most current version.

Any updates to the guidelines made after the grant program opens will be highlighted.

Acknowledgement

The BC Arts Council acknowledges it carries out its work on the land of First 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 Peoples that develop through our work together. We acknowledge and raise our hands to the ləkʷəŋən (Lkwungen) People, known today as the Songhees and xʷsepsəm (Kosapsum) Nations, on whose lands we operate our main offices.

About the Arts Infrastructure Program

The Arts Infrastructure Program enables eligible organizations to develop and enhance spaces that support the work of B.C.'s arts and culture practitioners. The program aims to support projects that:

- Catalyze the development of new or existing arts and cultural spaces through acquisition, renovation, or purchase of specialized equipment;
- Improve physical accessibility to arts and cultural spaces;
- Enhance access to arts and cultural spaces for underserved communities and underrepresented arts and culture practices; or
- Strengthen the capacity of the sector to develop, operate, and sustain arts and cultural spaces.

All projects must be completed **before December 31, 2029**. Project categories include:

Category 1. Planning & Consultation

Planning processes, and research to support the acquisition, development or enhancement of arts and cultural facilities. Maximum request: \$25,000

Category 2. Capital Improvements

Building-based projects involving the construction, renovation, acquisition, or expansion of an arts and cultural facility. Maximum request: \$250,000

Category 3. Specialized Equipment Acquisition

Projects focused solely on the purchase of specialized equipment for long-term use in programming, and associated installation expenses. Maximum request: \$40,000

In the application, you can choose only one of these categories. Choose the category that best describes your project.

Applicants who have not completed all relevant planning processes for capital improvement projects are encouraged to consider applying to Category 1 for support to complete project planning.

Examples of eligible projects

Examples of eligible activities include:

- Planning, consultation, feasibility studies, and research processes to support the development or acquisition of arts and cultural facilities including architectural plans, energy studies, engineering studies, and community consultation.
- Purchase of specialized equipment such as audio, video, lighting, exhibition, or other equipment that is primarily used for artistic programming.
- Acquisition, construction, renovation, remodeling, refurbishment or expansion of an arts and cultural facility and space used for arts and cultural purposes more than 50% of the time.
- Upgrades to heating and cooling systems in arts and cultural facilities to improve energy efficiency and reduce greenhouse gas emissions.
- Projects to improve accessibility.
- Development of facilities to support Indigenous artists and Indigenous arts and culture activities.
- Projects to build digital archives or online platforms to preserve or disseminate work and increase public access to arts and culture practices.

Category 2 applications for capital improvements may also include related purchases of specialized equipment that are eligible under Category 3 and primarily used for artistic programming.

Exclusions - What will not be funded

Grants are not available to support the following projects or activities:

- Project phases or activities that begin before the application closing date, **November 12, 2026**.
- Projects focused on spaces that are not primarily used for arts and culture activities.
- Projects or activities that are not based on artistic or curatorial decision making, or where arts and culture is not the primary focus.
- Planning processes to support organizational and policy development.
- Routine maintenance or repairs including pest control, cleaning, moss removal, and general upkeep.
- Landscaping projects.
- Commissioning and purchasing of works of art.
- Restoration and refurbishment of artefacts, collections, or heritage sites.
- Gift shops or commercial beverage and food facilities.
- Capital campaigns, fundraising or marketing activities.
- Projects or activities that are primarily intended for support of or focussed within creative industries or commercial sector (with the exception of book publishers), including architecture, commercial fashion design, commercial film and television, screenwriting, commercial music activities, culinary arts, games, sports, recreation, mass media, journalism, podcasts, graphic design.

- Projects where arts therapy, health or therapeutic work is the primary project focus.
- Projects where language learning/revitalization is the primary project focus or outcome. See the First People's Cultural Council's website for programs that fund BC First Nations Language revitalization.
- Project phases or activities already funded through this or other BC Arts Council grant programs.
- Projects or activities funded with BC Arts Council funds received through third-party delivery partners: ArtStarts, First Peoples' Cultural Council, BC Live Performance Network, or Creative BC.

Grants are also not available to support the following expenses:

- General operating expenses
- Project or budget surpluses or deficits
- Start-up costs or seed money
- Loan repayments or long-term accrued interest on financing
- Purchase of software, office equipment, furniture and supplies dedicated to administrative and marketing tasks
- Moving expenses
- Parking lots
- Road signage

Grant amounts

Applicants may only apply to **one** of the following categories

Category 1: Planning & Consultation - Grants up to \$25,000

Category 2: Capital Improvements - Grants up to \$250,000

Category 3: Specialized Equipment Acquisition - Grants up to \$40,000

Applicants to any category may request:

- A grant up to 75% of the total eligible project budget; or
- A grant up to 90% of the total eligible project budget from applicants that are considered part of the BC Arts Council's [designated priority groups](#).

Applicant contributions to the project budget can include both cash and in-kind contributions. The project budget must balance in-kind revenues with in-kind expenses.

Submit a detailed and realistic budget that shows how much money you need to complete the project. BC Arts Council intends to support successful applications at 100% of the request. However, in some cases grants may be awarded for less than requested.

BC Arts Council grant programs are competitive. We are not able to support all eligible applications. We generally fund between 20% to 30% of eligible applications in a program intake. To see a list of

previous grant recipients and the range of grants awarded, visit the [BC Arts Council Grant Recipients](#) webpage.

Required artist payment in project activities

Eligible projects must include appropriate payment to artists, arts and culture practitioners, and other members of the project team engaged in the proposed activities. At a minimum, payments to artists should be at the recommended rates set by the relevant arts service organizations, professional associations, or by 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, honoraria, commission-based sales of artworks, percentage of door sales).

RESOURCES

Recommended artist and crew fee schedules (by discipline):

CARFAC ([Canadian Artists' Representation / Le Front des artistes canadiens](#))

CAEA ([Canadian Actors Equity Association](#))

CFM ([Canadian Federation of Musicians](#))

CADA ([Canadian Alliance of Dance Artists](#))

IMAA ([Independent Media Arts Alliance](#))

IATSE ([International Alliance of Theatrical Stage Employees](#))

UBCP-ACTRA ([Union of BC Performers](#))

Payment to Elders and Knowledge Keepers in project activities

When engaging Elders and Knowledge Keepers in project activities, they should be paid fairly, according to community context and appropriate protocols. Applicants should describe the approach used to determine the fair rate in their application.

RESOURCE: The First Peoples' Culture Council [Working with Elders](#) document was developed as a free resource to support anyone interested in engaging with Elders and Knowledge Keepers.

Who can apply

Before you begin your application, make sure **you are eligible** and **your proposed project is eligible**. Ineligible applications will not be forwarded for assessment. If you have questions about eligibility, contact the Program Advisor.

Organization eligibility

To be eligible, an organization must be:

- An **arts organization** registered and in good standing as a non-profit society or community service co-op in B.C for at least two fiscal years prior to application with:
 - The majority of key staff and board members based in B.C.
 - Creative control and decision making for programming and engagement primarily maintained within the organization and by leadership based in B.C.
 - A purpose or mandate dedicated to arts and culture programming and activities

or

- A purpose or mandate to provide services to the arts and culture sector in B.C.
- Operations and activities that reflect this dedicated purpose or mandate.

OR

- An **Indigenous (First Nations, Métis, Inuit) community organization** registered and in good standing as a non-profit society or community service co-op in B.C. for at least two fiscal years prior to application with:
 - The majority of key staff and board members based in B.C.
 - A commitment to offering regular arts and culture activities.

OR

- A **First Nations government** in B.C. that offers regular arts and culture activities.

OR

- An **arts organization** operated by a local government in B.C. for at least two fiscal years prior to application, that:
 - Maintains an ongoing arm's length, community-based board of management or advisory structure that sets policy for the organization's programs and services.
 - Holds a dedicated programming space and has at least one dedicated staff person in an artistic, curatorial, or administrative leadership position who is responsible for programming and engagement.
 - Offers ongoing public programming by arts and culture practitioners.
 - Primarily operates with autonomy, holding creative control and decision making for programming and engagement within the organization, with separate financial records for operations. See [Financial Statement Requirements](#) section below for more details.

OR

- An **arts organization** operated by a public post-secondary institution in B.C. for at least two fiscal years prior to application, that:
 - Holds a dedicated programming space and has at least one dedicated staff person in an artistic, curatorial, editorial or administrative leadership position who is responsible for programming and engagement.
 - Offers ongoing public programming by arts and culture practitioners, the majority of which is not programming of faculty or student works.
 - Primarily operates with autonomy, outside of curriculum, holding creative control and decision making for programming and engagement within the organization, with separate financial records for operations. See Financial Statement Requirements section below for more detail.

OR

- A **book publisher** or **magazine publisher** that meets the eligibility requirements in the guidelines of the BC Arts Council's [Project Assistance: Literary Arts](#), [Operating Assistance: Literary Arts](#), or [Operating Assistance: Book Publishers](#) grant programs.

OR

- An **Indigenous Cultural Centre or museum** that meets the eligibility requirements in the guidelines of the BC Arts Council's [Project Assistance: Museums and Indigenous Cultural Centres](#) or [Operating Assistance: Museums and Indigenous Cultural Centres](#) grant programs.

OR

- A registered **Arts Activator Organization**. Arts Activators are **only eligible to apply for funding through Category 3** to acquire specialized equipment used to deliver dedicated arts programming. Arts Activators are strongly advised to contact a Program Advisor to confirm the eligibility of their proposed project.

An eligible organization must also:

- Provide public arts and culture programming (or service to the arts and culture sector) in B.C. for a minimum of two years before the application closing date.
- Provide programs that benefit the community at-large and not solely the interests of its nonprofit society members.
- Engage skilled artistic, curatorial, editorial, and administrative leadership (volunteer or paid) for project or service delivery.
- Fairly compensate artists, arts and culture practitioners, technicians, Elders, and Knowledge Keepers. Compensation must align with project and community contexts or industry standards within the field of practice.
- Follow international intellectual property rights standards and cultural ownership protocols.
- 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](#).
- Not have any overdue final reports on previous BC Arts Council grants.

Ineligible applicants

Individuals and the following organizations are **not** eligible to apply for this grant:

- Private or for-profit entities, or organizations applying on their behalf (except in the case of for-profit book publishing companies)
- Member-funded societies
- Community service organizations
- Educational institutions, schools, or school authorities
- Regional or local governments

- Industrial sites, archaeological sites, heritage sites, or historic places
- Libraries
- Organizations dedicated to archives
- Museums with only temporary exhibitions or virtual museums
- Religious institutions
- Non-profit societies registered for less than two fiscal years
- Arts or curatorial collectives
- Community choirs that are attached to, or affiliated with, educational, religious, or military institutions

When and how to apply

Applications – Open: September 17 | **Close:** November 12 | **Results expected:** March 2027

New applicants must register before: November 4

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

Applications will be accepted until 11:59 p.m. (Pacific Time) on Thursday, November 12, 2026.

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

Applications from multiple organizations for the same project or project phase are not eligible.

New applicants

- Closely review these guidelines and contact a Program Advisor to make sure your organization and proposed project are eligible.
- Register and create a profile in the BC Arts Council's online Grant Management System to access the application. Instructions are on our website: [How to Apply Online](#).
- We recommend you register at least 2 weeks before the application closing date.
- New registrations go through a review. The review and approval process may take up to five business days after we have received all required documents. **Register early to avoid delays.**
- **Registration requests received within five business days of the application closing date will not be processed until after the grant program has closed.** You will not be able to submit an application if you are not registered.
- You will receive an automated email when your registration request is approved.
- Add the email address **NoReply@BCArtsCouncil.ca** to your safe senders list and check your spam folders.
- Once approved, you will be able to complete your Organization Profile and access the application.

Returning applicants

- Closely review these guidelines and contact a Program Advisor to make sure your organization and proposed project are eligible.
- Update your Organization Profile in the online system before starting the application.

Registration questions? Contact BCArtsCouncil@gov.bc.ca or 250-356-1718 for registration assistance. The BC Arts Council office hours are 8:30 a.m. to 4:30 p.m., Monday to Friday.

Accessibility support

Organizations with a primary purpose to serve D/deaf or disability arts practices, may be eligible for the BC Arts Council's accessibility programs.

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

Access Support provides additional funding for access costs related to 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 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:

Clayton Baraniuk, Accessibility Coordinator at 250-978-9839 or BCACaccess@gov.bc.ca

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

What is needed for the application

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

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

All applicants: Update your online Organization Profile. See details below for updates and uploads that are required when you apply.

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

A complete online application must include:

- Details outlining the proposed project including:
 - Summary and detailed description of the proposed project.
 - Rationale and objectives underlying the project.
 - Detailed project timeline or work plan of the current project stage.
 - Timeline should begin after the application deadline (November 12, 2026) and have a Project End Date before **December 31, 2029**. Applicants should present a realistic work plan within this timeframe that accounts for the complex nature of infrastructure projects.

- **Note: Notification of results is generally 16 weeks after the application closing date, so plan accordingly if your project is dependent on this grant funding.**
- Description of alignment with [CleanBC Better Buildings](#) programs as applicable; for example, strategies for achieving greenhouse gas emissions reductions and energy efficiency improvements.
- Balanced project budget
- All required support material as listed below.

Required support material

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

- **Only submit support material that is described below** and related to your proposed activities.
- **Do not submit any additional material.** Excess support material, including multiple links to materials within a single uploaded document, will not be reviewed.
- **Test your materials before submitting your application.** Make sure all support materials open properly and can be read or viewed clearly.

***Required support material For Category 1: Planning & Consultation:**

- Detailed project timeline or work plan of the current project stage.
- List of external contractors or vendors with biographies or profiles as applicable.
- One recent (within past year) quote from a prospective vendor or contractor for proposed planning or consultation services.

***Required support material for Category 2: Capital Improvements:**

- Detailed project timeline or work plan of the current project stage.
- If the land or facility is owned by the applicant:
 - Proof of ownership (for example, certificate of title or most recent BC Property Assessment).
- If the land or facility is leased to the applicant:
 - Signed copy of lease between the applicant and the owner(s); and
 - Document from the owner(s) granting permission for the project to proceed and stating the intention from the owner and applicant for the space to be used long term for arts and culture activities (signed and dated within 6 months of the application deadline).
- Two competitive and recent (within past year) quotes from prospective vendors or contractors for proposed capital improvement(s). (If a service can only be supplied by one provider, written justification should be provided along with the quote.)
- Photos or floorplans related to the proposed project, **up to a maximum of 5 images**.

- **For projects requesting over \$75,000:**
 - All relevant planning documents (such as architectural drawings, feasibility studies, community consultation, accessibility assessments) are required and must be uploaded to the application.

***Required support material for Category 3: Specialized Equipment Acquisition:**

- Detailed project timeline or work plan of the current project stage.
- One recent (within past year) quote from a prospective vendor or contractor for proposed equipment purchase(s).

Additional support material for all applicants includes:

- Letters from any partnering organizations, if applicable, confirming the nature of their participation in the proposed project (maximum one page each). **Do not include general letters of support.**
- List of any approvals and permits required to complete work on the project, if applicable, and a description of the phase of approvals the project is at or the steps the applicant plans to take to obtain approvals and permits.
- Photos or floorplans related to the proposed project as applicable, **up to a maximum of 5 images.**

Additional documentation may be required upon request from the Program Advisor.

Online profile updates required from organizations

Before you apply, you must update your online Organization Profile with the following:

- **Contact information:** Mailing Address and other leadership contact information.
- **Board member list:** The organization's current board of directors, editorial advisory board, trustees, or board of management, including their board position, occupation/expertise, start date, and place of residence.
- **Staff member list:** Administrative, artistic, or editorial staff and significant contractors, including name, position, place of residence, and employment status (for example, permanent or part-time).
- **Constitution or Statement of Purpose:** Required upload(s):
 - **For non-profit societies:** PDF copy of the organization's certified constitution.
 - **For extraprovincial non-share corporations:** PDF copies of the organization's official Certificate of Incorporation under the Canada Not-for profit Corporations Act, Form 4001 Articles of Incorporation, and bylaws.
 - **For community service cooperative associations:** PDF copy of the organization's certified Memorandum of Association and Rules.
 - **For all other applicants:** Statement of the primary purpose of the organization.
- Completed **Designated Priority Groups** information section (required for funding prioritization).

- Answers in the **Equity Data Tool** that are relevant to your organization (required for funding prioritization). You are not required to answer every question.
- **Financial statements:** Upload signed financial statements for your **two** most recent completed fiscal years. See details below.

Financial statement requirements

All organizations must upload to their online profile signed financial statements for their **two** most recent completed fiscal years.

Following standard accounting formatting, financial statements should include comparative information for the prior fiscal year. If a comparative year is not included within a single set of statements, a set of financial statements for each year must be uploaded.

Balance sheets or ledgers alone are not considered complete financial statements.

RESOURCE: Samples of a Balance Sheet and Revenue and Expense Statement (Income Statement) are available through [Community Gaming Grants application resources, under Example Documents](#).

Organization financial statements, including those internally prepared, must include:

- A balance sheet, income statement, and notes following standard accounting formatting.
- An itemized list of grants identified by funder, included either in the income statement or in an attached schedule.
- A breakdown of operating net assets, distinguishing between unrestricted net and capital assets.
- Signature or name of the preparer and signatures of **two** board members affirming board approval.

For applicants operating under the umbrella of a local government, a First Nations government, or a post-secondary institution, financial statements must include:

- A statement of income and expenses for the applicant's activities alone.
- A signature of the umbrella organization's financial officer.
- Notes indicating if the applicant entity may accrue assets, surpluses, or deficits from one year to the next.
- An itemized list of grants received that are related to the applicant, not the entire umbrella organization, and identified by funder, either in the income statement or attached schedule.

The type of financial statements required is based on the single largest BC Arts Council grant received in the organization's previous two fiscal years, not including Arts Impact grants, Accelerate grants or Arts Infrastructure Program grants. Refer to the chart below.

If you did not receive an applicable grant in the previous two fiscal years, internally prepared financial statements are acceptable. The statements must include all information listed above.

BC Arts Council reserves the right to request audited financial statements if deemed appropriate, regardless of the amount of the applicant's previous funding.

Previous BC Arts Council Grant Received (as per above)	Type of Financial Statements Required
\$0 to \$15,000	Internally prepared financial statements
\$15,001 - \$40,000	Independently prepared financial statements: Notice to Reader/Compilation Engagement Report
\$40,001 - \$100,000	Independently prepared financial statements: Review Engagement
Greater than \$100,000	Independently prepared financial statements: Audit

How funding decisions are made

Peer assessment

The following process is used to evaluate applications to this grant program:

- The BC Arts Council reviews each application for eligibility.
- Eligible applications are forwarded to an independent peer assessment panel. Assessment panels include individuals (assessors) with broad artistic knowledge, experience, geographical representation, and diverse aesthetic, institutional, and cultural viewpoints, including those from Indigenous perspectives.
- Assessors read and score the applications using the assessment criteria below.
- The assessment panel discusses, then ranks the applications. Grants are awarded based on this ranking.
- Funding priority may be given to organizations considered part of a [designated priority group](#).
- The BC Arts Council informs each applicant of the peer assessment panel's decision approximately 16 weeks after the application closing date.
- Applicants may check the status of their application at any time through the online system.
- All results are final.

Assessment criteria

The assessment panel will read and evaluate your application based on the following criteria.

Each criteria category is assigned a percentage of your application's total score (out of 100). For example, a category weighted at 20% means you can score between 1 and 20 in that area. Compelling, detailed, and specific answers with strong evidence and clear alignment with the assessment criteria will score higher.

Keep these criteria in mind as you complete your application. Some of the specific points listed below may not apply to your proposed project. Projects do not have to fulfill every point; however, your application should clearly explain how your project generally addresses each of the three areas of assessment.

RECONCILIATION, EQUITY, DIVERSITY, INCLUSION AND ACCESS (30%)

The assessment panel will evaluate how the project aligns with the priorities of the BC Arts Council as outlined in the [Extending Foundations Action Plan](#) by considering:

- The level at which the project will advance opportunities for and service to equity deserving and under-represented communities.
- The contribution to communities located outside major urban centres (as applicable).
- The project's potential for advancing reconciliation (as applicable).
- The significance of the project in pursuing equity, diversity, inclusion, and access as relative to the applicant's context, including its region, capacity, community served, available resources, purpose, and mandate.

AVAILABILITY AND QUALITY OF SPACES (40%)

The assessment panel will evaluate how the project will develop and enhance spaces that support the work of B.C.'s arts and culture practitioners by considering the:

- Degree in which the project improves the conditions for artistic creation, production, and/or presentation, or for the exhibition and preservation of cultural collections.
- Impact of the project on the quality of the space, including technological features, environmental conditions, and safety features.
- Impact of the project on the number or capacity of available spaces at the local, regional, and/or national level.
- Impact of the project on working spaces for artists, staff, and other users.
- Benefits to other arts and culture organizations at the local and/or regional level.
- Level of inclusion and engagement with appropriate protocols, practices, research, and consultation methods particularly in regard to Indigenous artists and communities.
- Potential energy efficiency improvements in new and existing buildings including, but not limited to, reduction of greenhouse gas emissions in alignment with [CleanBC](#).
- The level of accessibility, including but not limited to physical spaces, affordability, and support for those who experience barriers or disability.

FEASIBILITY (30%)

The assessment panel will evaluate the project's feasibility by considering:

- Suitable levels of expertise and experience of project leaders to ensure the successful completion of the project, including personnel from the applicant's organization and/or external consultants, contractors, community participants, Knowledge Keepers, and subject matter experts (such as artistic, curatorial and management leadership).
- Appropriate levels of compensation for everyone involved in the project.
- Achievability of the proposed activities as determined by sound budgets, planning, resource allocation, and the applicant's overall financial health and capacity.

- Level of environmental stewardship and climate impact of the project's process, outcome, and consideration of long-term implications.
- The applicant's financial position, including appropriate management of surplus or deficit situations, reserves, restricted funds, and working capital ratio.
- Rigour of human resources practices related to providing fair remuneration, equitable employment, cultural competency, cultural safety, and safe and respectful work environment.

Designated Priority Groups

The BC Arts Council has committed to targeted investment in underserved and equity-deserving organizations. These [designated priority groups](#) are the focus of strategic measures, dedicated programs, funding prioritization processes, and other equity support initiatives.

Designated priority groups include applicants and arts and culture 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](#)

If the majority of your activities, programming, and resources are dedicated to one of the groups listed above, and if your organization or collective would like to be considered for equity support measures including priority funding, you must complete the Designated Priority Groups and Equity Data Tool sections in your online Organization Profile.

Notification of results and feedback

The BC Arts Council intends to inform each applicant of the assessment results approximately 16 weeks after the application closing date.

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 emails are sent.

Feedback

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

Payment of grants and reporting requirements

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 organization profile in the online system unless the applicant is registered for [direct deposit](#).

Grants are taxable income and must be reported. Grant funding through this program is awarded to successful applicant organizations and cannot be transferred or redistributed to individuals for the completion or delivery of the proposed project.

Final reports

Grant recipients must submit a final report for the completed project. Final reports must be submitted through the online system within 30 days of the project end date noted in the application. **For larger scale projects**, an interim progress report may be required.

You will not be able to submit future applications to the BC Arts Council if you have an overdue final report. If at any time there are significant changes to your approved project or timeline, contact the Program Advisor associated with the program.

Recognition of grants

In recognition of grant funding, BC Arts Council and the Province of British Columbia's support should be acknowledged in all promotional materials, both print and online. The approved BC Arts Council and Province of British Columbia logos and guidelines for its use are available [online](#).

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

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 BC Arts Council's annual report 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.

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 culture activity in communities across British Columbia. The BC Arts Council is actively committed to reconciliation, equity, diversity, inclusion, and access through our 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 our website. The [What is the BC Arts Council?](#) video on our website includes ASL interpretation with voice over and captions.

Arts Infrastructure Program: Application Checklist

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

Before you apply:

Plan to submit your complete application at least two days before the deadline to avoid last-minute technological issues.

- ❑ **New applicants:** Register in the BC Arts Council online system to access to the online application. **Registration requests can take up to 5 business days to process.**
- ❑ **Existing applicants:** [Complete all required updates to your Organization profile.](#)
- ❑ Ensure you have completed and submitted any overdue final reports on previous BC Arts Council grants.
- ❑ Review the Program Guidelines and Application Preview on the [BC Arts Council website](#) for specific requirements for this program.
- ❑ Discuss your application with the Program Advisor to confirm the eligibility of your organization and project.

In your application:

Be sure to read all information outlined in the grey text boxes on the online application, which includes instructions, suggestions, and criteria considerations.

- ❑ Complete each section and answer all questions that are applicable to your project. Questions with the **red *** are mandatory.
- ❑ Include a Project Start Date after the application deadline (November 12, 2026) and a realistic Project End Date **before December 31, 2029.**
- ❑ Include detailed descriptions of your organization's history, mandate, workplace practices, vision and programming, the project, the participants or specific communities, the creation process, and the intended impacts of the project.
- ❑ Try to be as clear as possible and fully respond to each question. Use of short, clear sentences, or point form is encouraged.
- ❑ Upload a detailed project timeline or work plan that includes significant milestones and/or benchmarks. Add details wherever possible and identify which activities will be covered under this grant if there are multiple phases.
- ❑ Describe alignment with [CleanBC Better Buildings programs](#) as applicable; for example, strategies for achieving greenhouse gas emissions reductions and energy efficiency improvements.

Budget pop-out:

Use the Project Budget Table provided in the application to submit a balanced budget.

- ❑ Include all expenses and revenues described within the Project Information tab.
- ❑ Include detailed notes for each expense. It should be clear which expenses are covered by the request to this program. Break down any large expenses, where possible.
- ❑ Indicate which vendor or contractor quote(s) expenses align with, where applicable.
- ❑ Indicate whether revenues are confirmed or pending. For pending revenues, note if you have previously received this funding in the past.
- ❑ Balance in-kind revenues with in-kind expenses.

- ❑ Make sure the Amount Requested in the application matches the requested amount in the Project Budget Table.
- ❑ Ensure expenses in following categories are no more than the maximum percentages allowed in this program:
 - **Administrative expenses** – Maximum **10%** of total budget
 - **Contingency** – Maximum **10%** of total budget
 - **In-Kind expenses** – Maximum **25%** of total budget

Support material to upload:

Information and materials included on the Support Material tab should directly relate to and support the project for which you are seeking funding.

***Required support material for Category 1: Planning & Consultation:**

- ❑ Detailed project timeline or work plan of the current project stage.
- ❑ List of external contractors or vendors with biographies or profiles as applicable.
- ❑ One recent (within past year) quote from a prospective vendor or contractor for proposed planning or consultation services.

***Required support material for Category 2: Capital Improvements:**

- ❑ Detailed project timeline or work plan of the current project stage.
- ❑ If the land or facility is owned by the applicant - Proof of ownership (for example, certificate of title or most recent BC Property Assessment)
- ❑ If the land or facility is leased to the applicant - Signed copy of lease between the applicant and the owner(s).
- ❑ If the land or facility is leased to the applicant – Document from the owner(s) granting permission for the project to proceed and stating the intention from the owner and applicant for the space to be used long term for arts and culture activities (signed and dated within 6 months of the application deadline).
- ❑ Two competitive and recent (within past year) quotes from prospective vendors or contractors for proposed capital improvement(s). (If a service can only be supplied by one provider, written justification should be provided along with the quote.)
- ❑ Photos or floorplans related to the proposed project, **up to a maximum of 5 images**.
- ❑ **For projects requesting over \$75,000:**
 - All relevant planning documents, such as architectural drawings, feasibility studies, community consultation, accessibility assessments.

***Required support material for Category 3: Specialized Equipment Acquisition:**

- ❑ Detailed project timeline or work plan of the current project stage.
- ❑ One recent (within past year) quote from a prospective vendor or contractor for proposed equipment purchase(s).

Additional support material for all applicants includes:

- ❑ Letters from any partners, if applicable, confirming the nature of their participation (maximum one page each). Do not include general letters of support.
- ❑ List of any approvals and permits required to complete work on the project and a description of the phase of approvals the project is at or the steps the applicant plans to take to obtain approvals and permits.

- ❑ Photos or floorplans related to the proposed project, as applicable, **up to a maximum of 5 images.**

Before you submit your application:

Ensure you have not submitted material beyond what is requested. Excess material, including multiple links to materials within a single uploaded document, will not be reviewed and may negatively impact the assessment of your application.

- ❑ Review and proofread your application.
- ❑ Cross reference your answers against the assessment criteria.
- ❑ Make sure you have uploaded all required support material.
- ❑ Ask a friend or trusted advisor to review your application for clarity, omissions, errors, etc.

After you submit your application:

- ❑ Be sure that NoReply@BCArtsCouncil.ca is included in your safe senders list. Notification of results will come from this system email roughly 16 weeks after the application closing date.
- ❑ Keep your mailing address up to date in your online Organization Profile. Grant payments will be mailed to this address.
- ❑ Once you've received notification of results, contact a Program Advisor for feedback on the assessment of your application.