

## General Guidelines for 2009–2010 Program

### MANDATE

The British Columbia Arts Council supports the arts and cultural community by providing financial assistance, policy research, advocacy, and public education.

### MISSION AND CORE VALUES

The mission of the Council is to engage all British Columbians in a healthy arts and cultural community that is recognized for its excellence. In pursuing this mission, the Council is guided by six core values:

1. The value of a vibrant arts and cultural community in the creation of a healthy society.
2. The value of artistic excellence in all art forms.
3. The value of inclusiveness and the fullest possible reflection of the province's Aboriginal and cultural diversity.
4. The value of encouraging artistic practice from traditional to experimental and established to emerging.
5. The value of administrative and adjudication processes which are transparent and that adhere to the principles of accountability, independence, recognition of merit, and equality of opportunity.
6. The value of defining clear goals, developed in consultation with the arts and culture community, to guide long and short-term operations.

### OBJECTIVE

Awards are available on a project basis to assist non-profit community organizations that present British Columbian and Canadian professional performing arts touring events.

Programs which receive support will be those which:

- present primarily recognized, Canadian, professional touring artists, (priority will be given to programs which emphasize BC artists);
- present a diversity of artistic disciplines, (priority will be given to organizations presenting a balanced program of artistic disciplines);
- encourage cooperation among presenters in the same geographic area;
- present primarily performing arts events intended for adult audiences, (i.e. series intended exclusively for young audiences are not eligible for assistance).

### ARTISTIC EXCELLENCE

All artists and practitioners strive for excellence in their work. The assessment of artistic excellence is central to the evaluation of requests for funding. The fact that everyone experiences artistic work in his/her own way makes the assessment of artistic quality difficult to discuss.

The Council's approach is to consider three dimensions of artistic work:

1. **idea** – the intention or artistic impetus behind the work;
2. **practice** – the effectiveness of how the work is put into practice and the impact it has on those experiencing it; and
3. **development** – the contribution the work makes to the development of the artist, the art form and the arts more widely.

All applicants to the British Columbia Arts Council are encouraged to **submit concise, realistic requests**, responding fully to the assessment criteria.

**An essential element of any application is insightful, critical self-reflection.** The Council believes that artists and arts organizations are well placed to assess the quality of the work they produce. Members of advisory committees and juries want to hear the applicant's own assessment of the problems faced and the creative solutions under consideration.



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Completed applications  
should be sent directly to:

**BC Touring Council**  
PO Box 547  
Nelson, BC V1L 5R3



British Columbia Touring Council  
www.bctouring.org



## COMMUNITY PRESENTERS ASSISTANCE

**There are THREE presenting components of the program and ONE pilot component:**

### **Community Presenters**

**Assistance** – eligible applicants must be BC registered, not-for-profit, community based arts organizations active in communities that do not have a Key Presenter. Organizations from the Metro Vancouver and Capital Regional District (CRD) are ineligible.

### **Assistance for Key Presenters**

– eligible applicants will be BC registered, not-for-profit or municipally owned and operated performing arts facilities of approximately three hundred or more seats that employ full time, professional management. Facilities located in the Metro Vancouver or CRD are ineligible under normal circumstances.

**Diverse Collaborations** – eligible applicants must be BC registered, not-for-profit community organizations or non-profit or municipally owned and operated performing arts facilities. Those located in the municipalities of Vancouver and Victoria are ineligible.

### **NEW Pilot:**

#### **Annual Development Award**

An award for program applicants (who are approved in their Community, Key or Diverse Collaborations Presenter grants) for a specific activity or project that the applicant believes would provide experience and expertise and help to deepen their understanding and capacity as a presenter. \$2,500 is the maximum grant.

### **GENERAL ELIGIBILITY CRITERIA**

**Under normal circumstances, the following eligibility criteria will apply to all components of assistance:**

- the applicant must be a community based arts organization (i.e. development of the arts must be the primary objective described in its incorporation documents) or a municipally owned and operated performing arts facility;
- the applicant must have been a registered not-for-profit society in BC for a minimum of one year prior to application and must be able to provide an audit or independently prepared financial statement for the most recently concluded fiscal year;
- the proposed program budget must demonstrate a diversified revenue base that includes significant earned and private sector revenues, community support and funding from sources other than the BC Arts Council;
- applicants must have completed and submitted final reports for any outstanding funding assistance provided through the BC Arts Council prior to making application for new funding;
- applications must be for programming which will occur between July 1, 2009 and June 30, 2010 (i.e. applications for deficits resulting from previous programming are not eligible);
- applications from organizations receiving Professional Operating Assistance from the BC Arts Council will not be eligible.

**When there is more than one applicant from the same geographic area, the following guidelines will apply:**

#### **Community Presenters Assistance**

For those geographic communities in which there is no Key Presenter, the program will consider two community presenter applications; Organizations from the Metro Vancouver and CRD are excluded.

**Applicants are eligible for up to \$4,500 per fiscal year.**

#### **Key Presenter Assistance**

Only one application for Key Presenter per geographic community will be accepted; eligible applicants will be BC registered, not-for-profit or municipally owned and operated performing arts facilities of approximately three hundred or more seats, employing full time, professional management. Organizations within Metro Vancouver or CRD are ineligible.

**Applicants are eligible for up to \$7,000 per fiscal year.**

#### **Diverse Collaborations**

The program will consider up to two applicants per geographic community. Organizations from the municipalities of Vancouver and Victoria are ineligible.

**Applicants are eligible for up to \$5,000 per fiscal year.**

**Where an applicant applies to both Components B and C, the maximum allowable funding will be \$10,000.**

## DEMONSTRATED NEED

Applicants must demonstrate a “real” need for public sector financial assistance in order to present their program.

“Real” need is defined as follows:

- Applicants with annual budgets under \$50,000: Organizations which hold undesignated, working capital reserves in excess of 50% of annual gross expenditures, will NOT be eligible for assistance;
- Applicants with annual budgets greater than \$50,000: Organizations which hold undesignated, working capital reserves in excess of 50% of the first \$50,000 plus 25% of annual gross expenditures over \$50,000 will *not* be eligible for assistance.

## EXCLUSIONS

Activities ineligible under this program include but are not limited to the following:

- applicants from the municipalities of Vancouver and Victoria;
- support for non-professional, commercial or general entertainment events; this exclusion also applies to **choral or dance groups that do not pay their singers/dancers**;
- artists appearing in the same series, or for the same presenter, for more than two consecutive years;
- community festivals;
- start-up costs or “seed” funding;
- individual or group travel expenses; capital expenditures (construction, renovation, property and/or equipment purchase);
- wages for fund-raising, competitions or conferences.

## APPLICATION REQUIREMENTS – ALL COMPONENTS

Applications must be submitted on forms provided. Support materials as listed must accompany the application.

Specifically, support materials for each component must include:

- a completed original application form signed by two authorized signing officers of the society;
- details of the proposed program of activity for which support is requested; including names of proposed events or artists, their place of origin and their performance genres, collaborators, biographies, dates of presentation and proposed fees;
- the most recent audit or independently prepared financial statements (or review engagement) including balance sheet for the organization;
- a current board of directors list with contact information;
- a final report regarding funding previously awarded under any BC Arts Council program;
- a biography or description of artists who have not previously appeared in BC.

## ADJUDICATION PROCESS

The BC Arts Council is committed to active partnerships in the development of arts and cultural activity in BC. Maximum eligible assistance is not always awarded. Merit-based, independent assessment is the primary means of evaluation. Applications are evaluated by an Adjudication Committee composed of peer representation from the arts touring and presenting communities throughout the province.

While every effort is made to provide a timely response, in the interest of fairness, the following process is used to evaluate applications:

- applications can be received at any time prior to commencement of the proposed program but are only adjudicated once each fiscal year;
- applications received are acknowledged in writing;
- applications are reviewed for completeness and accuracy; applicants may be contacted for additional information or clarification as required, however it is the responsibility of the applicant to submit fully completed application forms and all required support materials;
- applications are adjudicated by an independent jury convened specifically for this purpose (usually in August);
- applicants are informed of the results of adjudication (usually by late September).

## PRIVACY POLICY

The BC Arts Council is committed to protecting the privacy of people through responsible information management practices.

All information, including supplementary information (of a personal nature or otherwise) collected under the Community Presenters Assistance program is subject to the provisions of the *Freedom of Information and Protection of Privacy Act*. The information will be used to assess eligibility for program funding and will be shared in confidence with members of the adjudication committee. The names of the successful recipients and the amount of the awards will be made public.



# Application Deadline — June 30, 2009

*Late applications will not be accepted.*

The Community Presenters Assistance program is administered for the BC Arts Council by the British Columbia Touring Council.

Completed applications should be sent directly to:

**BC Touring Council**  
**PO Box 547**  
**Nelson, BC V1L 5R3**

Questions about completing your application should be directed to:

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