

ARTS COMMISSION

Notice of Meeting on **Wednesday, January 26, 2022, at 4:00 p.m.**
Room 488, 4th Floor, 625 Fisgard Street, Victoria, BC; and Electronic Participation

J. Loveday (Chair)	S. Epp	W. Gardner	C. Green	L. Hundleby
	D. Lajeunesse	G. Lemon	C. Plant	K. Roessingh

In keeping with directives from the Province of BC, there is limited space for the public to attend CRD Board/Committee/Commission meetings in-person at this time. However, the public may continue to view meeting materials online. A Zoom link for viewing the January Arts Commission meeting live can be found at the bottom of this page (not available as a recording later). If you wish to attend a meeting in-person, please email legserv@crd.bc.ca.

AGENDA

1. Territorial Acknowledgement

2. Approval of Agenda

3. Adoption of Minutes of November 17, 2021

Recommendation: That the November 17, 2021, minutes of the Arts Commission be adopted.

4. Chair's Remarks

5. Presentations/Delegations

6. Commission Business

6.1. Arts Advisory Council Update

6.1.1. Arts Advisory Council Chair's Report (Verbal)

6.1.2. Arts Advisory Council Minutes for Information – January 11, 2022

6.1.3. Arts Advisory Council *Activities by Council Summary*, January 11, 2022

Recommendation: That the Arts Advisory Council Chair's verbal report; the January 11, 2022, Minutes, and *Activities by Council Summary* of January 11, 2022, be received for information.

6.2. Outreach Update (Verbal)

Recommendation: That the verbal Outreach Update be received for information.

6.3. Equity, Diversity and Inclusion Lens on Project-Based Grants, Phase 1

Recommendation: The EDI Sub-Committee recommends to the Arts Advisory Council to recommend to the Arts Commission:

1. That EDI Lens Phase 1 modifications to the IDEA, Incubator, Equity, and Projects grant programs be implemented for application intakes starting in spring 2022.
2. That the Implementation Framework for the EDI Lens Integration guide future phases of program and policy development.

6.4. 2021 Annual Operating Grant Recommendations

Recommendation: The Arts Advisory Council recommends to the Arts Commission:
That the operating grant recommendations for 2022 be approved as presented.

7. New Business

8. Adjournment

Next Meeting: February 23, 2022

Zoom link is <https://us06web.zoom.us/j/3690536134?pwd=aTl1aW9NN1BpRnhNSUkrQkZWREVIUT09>

Commissioners: To ensure quorum, please advise Nancy More (nmore@crd.bc.ca) if you or your alternate cannot attend.



Making a difference...together

Minutes of a Meeting of the ARTS COMMISSION

Held November 17, 2021, in Room 651 & Electronically, 625 Fisgard St., Victoria, BC

EP = Electronic Participation

Present: Members: J. Loveday (Chair); **(via EP):** W. Gardner, L. Hundleby, G. Lemon, C. Plant, K. Roessingh

Staff: C. Gilpin, Manager, Arts & Culture Support Service; V. Jeevanandam, Community Outreach Coordinator; N. More, Senior Administrative Secretary (recorder)

Also Present: Arts Advisory Council (via EP): C. Heiman, Chair, R. Ditor, Finance Chair

Absent: S. Epp, C. Green, D. Lajeunesse

The meeting was called to order at 4:00 pm.

1 Territorial Acknowledgement: Chair Loveday gave the Territorial Acknowledgement.

2 Approval of Agenda

MOVED by Member Roessingh, **SECONDED** by Member Hundleby,
That the agenda be approved as circulated.

CARRIED

3 Adoption of Minutes

MOVED by Member Hundleby, **SECONDED** by Member Lemon,
That the minutes of the September 22, 2021, Arts Commission meeting be adopted as read.

CARRIED

4 Chair's Remarks

Chair Loveday remarked on the presence of Cris Caravaca, via electronic participation, to provide an update on the Equity, Diversity and Inclusion Sub-Committee of the Arts Advisory Council, and the importance of the work this body has committed to undertake. Chair Loveday also noted this meeting was the last one of the year, and thanked staff, members of the Arts Advisory Council and of the Arts Commission for their work over the past year in supporting arts and culture and the regional arts ecosystem.

5 Presentations/Delegations

5.1 Cris Caravaca, Chair, Equity, Diversity, Inclusion Sub-Committee (Arts Advisory Council)

C. Caravaca provided a summary of her experience and education, and why she is involved with equity and inclusion. She mentioned her degree in art and her musicianship. During the pandemic, she has been able to pursue further formal education in equity and inclusion.

C. Caravaca's verbal presentation included the following points:

- the Equity, Diversity and Inclusion (EDI) Sub-Committee has met twice
- there was enthusiasm from the Arts Advisory Council members for the work and a large number of volunteers from the Council to be on the Sub-Committee

- the CRD strategic plan for the Arts and Culture Support Service was a driver for forming the Sub-Committee to look at how to apply equity and inclusion in both operations and granting
- each meeting of the Sub-Committee would start with a territorial acknowledgement that is personalized and relevant, as well as an equity statement
- the Terms of Reference would receive ongoing and watchful review of their relevance
- the reason and purpose of the EDI work
- next steps and a facilitating session in December on how to make the arts accessible; what is the path and the defined outcome
- the Sub-Committee will provide updates to the Council and the Arts Commission and respond to feedback and direction

The Commission received clarification on several points:

- To support the work, be present leaders, review, give early feedback on what needs to be accomplished.
- On the question of EDI in the operations of the organizations funded by the Arts and Culture Operating grant program, the application questions do not specifically address EDI considerations.
- The number of AAC members on the EDI Sub-Committee determines the number of external representatives that can be added; there is opportunity to pursue additional, diverse members.

Chair Loveday expressed the gratitude and support of the Arts Commission to the members of the EDI Sub-Committee and Arts Advisory Council for their work and acknowledged the work on equity, diversity and inclusion was critical to the Arts Commission moving forward.

6 Commission Business

6.1 Arts Advisory Council Update

6.1.1 Arts Advisory Council Chair's Report (Verbal)

Chair Heiman reported adjudication was taking place, and the Council will bring forward recommendations for operating grants in early 2022. There were more applications to review, due to multi-year grants, which have an intake once every three years. Overall, it appeared organizations are in a good place at this particular time due to government support; at the same time, there was concern about how quickly audiences would return.

In 2022, Chair Heiman will be a regular member rather than Chair, as her appointment to the Council draws to a close. She experienced the Commission as supportive of the work of the Council.

6.1.2 Arts Advisory Council Minutes for Information

6.1.3 Arts Advisory Council *Activities by Council Summary*

MOVED by Member Roessingh, **SECONDED** by Member Hundleby,
That the Arts Advisory Council Chair's report, minutes of October 5, 2021, and *Activities by Council Summary* of October 5, 2021, be received for information.

CARRIED

6.2 Terms of Reference for Equity, Diversity, Inclusion Sub-Committee

C. Gilpin provided highlights of the report. He clarified that the Sub-Committee could add more members.

MOVED by Member Lemon, **SECONDED** by Member Roessingh,
That the Terms of Reference for Equity, Diversity, Inclusion Sub-Committee be received for information.

CARRIED

6.3 Outreach Update – Verbal

V. Jeevanandam reported on arrangements for the Arts Champions Summit:

- Registration for the Summit events opened earlier in the month.
- The events celebrate some of the people and organizations leading the progression of equity and diversification in the region's arts, while highlighting the role CRD arts funding plays in supporting this work.
- Several avenues of promotion have been undertaken.

C. Gilpin reported on fielding enquiries from two arts organizations that had never yet applied for CRD arts grants. It showed an increased visibility of the arts granting programs of the Arts & Culture Support Service.

MOVED by Member Roessingh, **SECONDED** by Member Hundleby,
That the verbal Outreach Update be received for information.

CARRIED

7 Correspondence

7.1 Greater Victoria Youth Orchestra, 29 Sept. 2021, re: Arts & Culture Operating Grant

MOVED by Member Roessingh, **SECONDED** by Member Hundleby,
That the correspondence from the Greater Victoria Youth Orchestra be received for information.

CARRIED

8 New Business

There was no new business.

The Commission briefly discussed the opening up of in-person events in the face of COVID-19 protocols for audiences and for performers.

9 Adjournment

MOVED by Member Hundleby, **SECONDED** by Member Roessingh,
That the meeting be adjourned at 4:54 p.m.

CARRIED

CHAIR

RECORDER

ARTS ADVISORY COUNCIL

**Minutes of a Meeting of the CRD Arts Advisory Council
Tuesday, January 11, 2022 at 5:30-6:30 pm
Via Video Conference**

AAC Members: D. Beaton-Smith, C. Caravaca, R. Ditor, W. Greaves, C. Heiman,
A. Hershberg, J. Verano

Arts & Culture Staff: C. Gilpin, Manager, V. Jeevanandam, Community Outreach Coordinator,
H. Heywood, Admin Assistant (recorder)

Regrets: C. Haska, E. Matheson

C. Gilpin called the meeting to order at 5:38pm and welcomed members to the first meeting of 2022.

1. Territorial Acknowledgement: C. Gilpin gave the Territorial Acknowledgement

2. Approval of Agenda

MOVED D. Beaton-Smith by **SECONDED** by C. Caravaca to approve the agenda as circulated.
CARRIED

3. Elections

3.1 Nominations and election of Chair

C. Gilpin reviewed the procedure for elections and then called for nominations for Chair of the CRD Arts Advisory Council (AAC).

C. Heiman nominated J. Verano. J. Verano accepted.

C. Gilpin called for a second and third time and there being no other nominations, J. Verano was acclaimed as Chair.

3.2 Nominations and election of Funding Chair

Chair Verano called for nominations for Funding Chair of the CRD Arts Advisory Council.

C. Heiman nominated R. Ditor. R. Ditor accepted.

Chair Verano called for nominations a second and third time; there being no other nominations, R. Ditor was acclaimed as Funding Chair.

4. Minutes:

MOVED by W. Greaves, **SECONDED** by C. Caravaca, that

4.1 the minutes of the Arts Advisory Council meeting on 2021/10/05 be approved as circulated.
and that

4.2 the minutes of the Arts Commission meeting on 2021/11/17 be received for information.
CARRIED

5. Chair's Report

Chair Verano invited C. Heiman to make remarks regarding her time as Chair last year.

C. Heiman thanked V. Jeevanandam for her work and a job well done on the Arts Champions Summit.

J. Verano thanked C. Heiman for her leadership and past contributions as Chair and Funding Chair of the AAC.

6. Manager's Report

C. Gilpin reminded members of the Project, Series, and Extended Programming grant application deadline on Thursday, Jan 13th.

MOVED by W. Greaves, **SECONDED** by R. Ditor, to receive the Chair's and Manager's Reports for information.

CARRIED

7. Outreach Update

V. Jeevanandam reported on the Arts Champions Summit noting 142 participants, representing various aspects of the arts sector, joined from many different municipalities across the CRD and beyond. For anyone unable to attend, videos of the sessions are available through the CRD YouTube channel.

A post-Summit survey has been issued requesting feedback on the Summit and towards informing the EDI subcommittee equity lens.

A "What We Heard" report with themes, actions, and next steps will be compiled and presented at a future meeting.

MOVED by R. Ditor, **SECONDED** by W. Greaves, to receive the Outreach Update for information.

CARRIED

8. Operating Grant Recommendations

C. Gilpin and R. Ditor reviewed the Arts Advisory Council's adjudication process and the recommendations, as noted in the Staff Report. After discussion, it was

MOVED by C. Heiman, **SECONDED** by A. Hershberg, that the Arts Advisory Council recommends to the Arts Commission that the Operating Grant recommendations for 2022 be approved as presented.

CARRIED

9. Grant Adjudication Schedule 2022

R. Ditor reviewed the list of proposed adjudication dates and committees, providing members an opportunity to check their availability.

Staff will contact absent members to confirm availability.

The Operating Grant adjudication date will be determined at a later date.

10. Equity, Diversity, Inclusion Sub-Committee Report

Referring to the Staff Report: Equity, Diversity and Inclusion Lens on Project-Based Grants, Phase 1, EDI Chair C. Carava advised members that the EDI sub-committee reviewed the report and appendices and has approved the recommendations as presented to the Arts Advisory Council.

C. Gilpin reviewed Appendix A – Implementation Framework for EDI Lens Integration, including the rationale, implications of the proposed timeline and outcomes. It was noted the proposed modifications align with other funders' programs across Canada. The modifications would be piloted with an opportunity (Phase 4) for a full program evaluation and to make future modifications as needed. After discussion it was,

MOVED by W. Greaves, **SECONDED** by D. Beaton-Smith, that the EDI Sub-Committee recommends to the Arts Advisory Council to recommend to the Arts Commission:

1. That EDI Lens Phase 1 modifications to the IDEA, Incubator, Equity, and Projects grant programs be implemented for application intakes starting in spring 2022.
2. That the Implementation Framework for the EDI Lens Integration guide future phases of program and policy development.

CARRIED

11. ABCs

Activities attended by Council were discussed.

12. Correspondence

The correspondence from the Greater Victoria Youth Orchestra be received for information.

13. Adjournment

MOVED by C. Heiman that the meeting adjourn at 6:40 pm.

CARRIED

Arts Advisory Council Meeting – Tuesday, January 11, 2022

ABC'S (Activities by Council Summary)

AAC members recently attended the following events in the region:

arc.hive artist run centre: to gather....again

Art Gallery of Greater Victoria: Denyse Thomas (fabulous show!), The Places We Live, Blue and White, and Emily Carr Seeing and Being Seen

Belfry: Serving Elizabeth

Deluge Contemporary Art: Jeff Hallbauer: Weird Kid

Early Music Society - Pacific Baroque Series: CLAIR-OBSCUR: Corsican Polyphony feat. Constantinople & A Filetta

Hermann's Upstairs: Chris Millington Band, West My Friend, Music of Tom Waits, Charlie Brown Christmas

Legacy Art Gallery: Qw'an Qw'anakwal - To Come Together

Madrona Gallery: Takao Tanabe's Early Works

Open Space: The Garden of Earthly Delights

Puente Theatre: La Fiesta (online)

Rande Cook, studio open house

Rock Bay Square: The Arts & Industry Annual Open House

UVic School of Music: Every Timbre and Tone: Honouring Diversity through Song

Victoria Event Centre: Alexandria Maillot and Dana Sipos

Voices in Motion Choir - So Happy Together

Vancouver Youth Symphony Orchestra @ UVIC – Mendelssohn and Beethoven's 8th

Wonderheads – Christmas Carol

**REPORT TO EQUITY, DIVERSITY AND INCLUSION SUB-COMMITTEE
MEETING OF TUESDAY, JANUARY 11, 2022**

SUBJECT **Equity, Diversity and Inclusion Lens on Project-Based Grants, Phase 1**

ISSUE SUMMARY

To apply an Equity, Diversity, and Inclusion lens to the granting and operations of the Arts and Culture Support Service, an implementation framework with five phases has been developed and the first phase of modifications to project-based grants has been proposed.

BACKGROUND

On October 28, 2020, the Arts Commission passed a motion: “That the Arts Commission commits to an equity lens to operations and granting.”

On October 19, 2021, the Equity, Diversity and Inclusion (EDI) Sub-Committee reviewed an extensive jurisdictional scan of how an EDI lens has been applied in arts granting programs at many other arts funders across Canada at federal, provincial, and municipal levels.

On December 7, 2021, the CRD held its Arts Champions Summit, “Reframing our Arts Future”, which was attended by arts leaders throughout the capital region who participated in community conversations and provided feedback on questions of equity and cultural self-determination.

On December 14, 2021, the EDI Sub-Committee approved a motion: “That staff review the spring grant programs to implement the first phase of the EDI Lens”.

To take a phased approach, an implementation framework has been drafted that provides both high-level and detailed timelines for applying an EDI lens to granting and operations (Appendix A). A phased approach provides more time for staff to roll out communications on proposed changes and allows clients more time to understand how changes may affect their application.

The Phase 1 recommendations applies an EDI lens to project-based grant programs of the Arts and Culture Support Service, namely IDEA Grants, Incubator Grants, Equity Grants, as well as Projects, Series and Extended Programming Grants (Appendix B). While Equity Grants has already had an EDI lens applied, there are some further recommended improvements. All recommendations in Phase 1 are based on EDI measures that have proven effective for other Canadian arts funders, as detailed in the October 2021 jurisdictional scan.

ALTERNATIVES

Alternative 1

The EDI Sub-Committee recommends to the Arts Advisory Council to recommend to the Arts Commission:

1. That EDI Lens Phase 1 modifications to the IDEA, Incubator, Equity, and Projects grant programs be implemented for application intakes starting in spring 2022.
2. That the Implementation Framework for the EDI Lens Integration guide future phases of program and policy development.

Alternative 2

That this report be referred back to staff for additional information.

IMPLICATIONS

Financial Implications

The Phase 1 modifications to project-based grant programs have no implications for the 2022 arts granting budget. The implementation framework specifies that an EDI lens would be applied to the budget planning process for 2023.

Service Delivery Implications

In order for staff to implement changes to grant programs with application deadlines in spring 2022, modifications must be approved before February 2022, which is when the application intake opens and program guidelines posted online. If these proposed Phase 1 changes are approved, they would affect the scoring and ranking of applications to the Equity, IDEA, Incubator, and Projects, Series, and Extended Programming Grants programs.

Modifications to application processes would be communicated directly to past recipients through email and publicly through social media. A glossary of terms would be provided to enhance clarity on EDI concepts and language added to the guidelines and application form. Leading up to grant deadline, staff would provide digital tools and an educational session providing applicants with the information to meaningfully answer new questions related to EDI.

The impacts of these changes would be evaluated in the application, adjudication, and final reporting processes with the results of this evaluation brought back to the EDI Sub-committee in Phase 4 of the implementation framework in Winter 2023. This would allow potentially for further EDI lens improvements to these project-based programs before their 2023 intakes.

Alignment with Existing Plans & Strategies

The 2020-23 Strategic Plan for the Arts and Culture Support Service commits to “Make Access Equitable”. This strategic direction aims to “Increase representation of art forms funded by the CRD” and to: “3a) Ensure support for new and emerging organizations. 3b) Support equity, diversity and inclusion through grant programs. 3c) Reduce barriers experienced by rural communities”. The stated outcome is that “[a]rts funding contributes to a more equitable society”.

Phase 1 of applying an EDI lens to project-based grants will advance these plans and strategies in two significant ways: 1.) in the application process, projects will need to demonstrate greater thought and planning dedicated to equity, diversity, inclusion, accessibility and cultural self-determination in order to be successful, and 2.) organizations embedded in equity-seeking and underserved communities will have a greater chance of being successful, provided that they meet the program's key eligibility and assessment criteria.

CONCLUSION

As directed by the Arts Commission, the EDI Sub-Committee continues to examine how to apply an EDI lens to the granting and operations of the Arts and Culture Support Service, on behalf of the Arts Advisory Council. This report outlines a five-phase plan for how an EDI lens could be applied and proposes actions for Phase 1 that would integrate an EDI lens to project-based grants.

RECOMMENDATION

The EDI Sub-Committee recommends to the Arts Advisory Council to recommend to the Arts Commission:

1. That EDI Lens Phase 1 modifications to the IDEA, Incubator, Equity, and Projects grant programs be implemented for application intakes starting in spring 2022.
2. That the Implementation Framework for the EDI Lens Integration guide future phases of program and policy development.



Chris Gilpin, MPA
Manager, Arts & Culture
Finance & Technology



Nelson Chan, MBA, FCPA, FCMA
Chief Financial Officer
Finance & Technology
Concurrence

ATTACHMENT(S)

Appendix A: Implementation Framework for EDI Lens Integration
Appendix B: Phase 1 – EDI Lens Applied to Project-Based Grants Programs
Appendix C: Guidelines and Application Forms for Project-Based Grants Programs

Appendix A: Implementation Framework for EDI Lens Integration

Figure 1: High-Level Implementation Timeline



Table 1: Detailed Implementation Plan

Timeline	Action	Lead Responsibility	Grants Affected	Status
Fall 2020	Conduct program evaluation of the first three intakes of Equity Grants.	Staff	Equity	Done
Oct 2020	Provide direction that an EDI lens be applied to grants and operations. Provide direction to form EDI sub-committee.	Arts Commission	n/a	Done
Sept 2021	Appoint EDI Subcommittee. Approve Terms of Reference.	Arts Advisory Council	n/a	Done
Oct 2021	Conduct Jurisdictional Scan of EDI practices by Canadian arts funders.	EDI Sub-Committee	n/a	Done
Dec 2021	Host Arts Champions Summit focused on equity and cultural self-determination. Conduct Community Conversations and associated online survey.	Staff / EDI Sub-Committee	n/a	Done
Dec 2021	Provide direction to staff to make policy recommendations to	EDI Sub-Committee	Projects (April) IDEA	Done

	guidelines, forms, and adjudication process for “Phase 1 – EDI Lens on Project-Based Grants”		Equity Incubator	
Jan 2022	Synthesize takeaways from jurisdictional scan and targeted consultations into “Phase 1 – EDI Lens on Project-Based Grants”	Staff	Projects (April) IDEA Equity Incubator	Done
Jan 2022	Review and approve “Phase 1 – EDI Lens on Project-Based Grants”	EDI Sub-Committee	Projects (April) IDEA Equity Incubator	In Progress
Jan 2022	Review and approve “Phase 1 – EDI Lens on Project-Based Grants”	Arts Advisory Council	Projects (April) IDEA Equity Incubator	In Progress
Jan 2022	Review and approve “Phase 1 – EDI Lens on Project-Based Grants”	Arts Commission	Projects (April) IDEA Equity Incubator	In Progress
Jan-Feb 2022	Delivery of ‘What We Heard’ summit document included results of Summit survey	Staff	n/a	In Progress
Feb 2022	Implement Phase 1 policy recommendations and open grant application intake	Staff	IDEA Equity Incubator	Not Started
Mar 2022	Implement Phase 1 policy recommendations and open grant application intake	Staff	Projects (April)	Not Started
Mar 2022	EDI-check in survey of funded organizations	Staff	n/a	Not started
Apr 2022	Provide direction to staff to make policy recommendations to guidelines, forms, and adjudication process for “Phase 2 – EDI Lens on Operating Grants”	EDI Sub-Committee	Operating	Not Started
May 2022	Synthesize feedback from 2021 adjudication and consultations into “Phase 2 – EDI Lens on Operating Grants”	Staff	Operating	Not Started
Jun 2022	Review and approve “Phase 2 – EDI Lens on Operating Grants”. Provide direction to staff to make recommendations “Phase 3 – EDI Lens on Budget, Planning and Outreach”.	EDI Sub-Committee	Operating	Not Started
Jun 2022	Review and approve “Phase 2 – EDI Lens on Operating Grants”	Arts Advisory Council	Operating	Not Started

Jun 2022	Review and approve “Phase 2 – EDI Lens on Operating Grants”.	Arts Commission	Operating	Not Started
Jul 2022	Implement Phase 2 policy recommendations and open grant application intake	Staff	Operating	Not Started
Summer 2022	Synthesize learnings from Phase 1 and EDI Sub-committee into “Phase 3 – EDI Lens on Budget, Process, and Outreach”	Staff	All	Not Started
Sept 2022	Review and approve “Phase 3 – EDI Lens on Budget, Process, and Outreach”.	EDI Sub-Committee	All	Not Started
Sept 2022	Review and approve “Phase 3 – EDI Lens on Budget, Process, and Outreach”.	Arts Advisory Council	All	Not Started
Sept 2022	Review and approve “Phase 3 – EDI Lens on Budget, Process, and Outreach”, including proposed Arts Service budget for 2023.	Arts Commission	All	Not Started
Fall 2022	Adjudicate Operating Grants with Phase 2 changes.	Arts Advisory Council	Operating	Not Started
Fall 2022	Provide direction for “Phase 4 – Evaluate Impacts on Project-Based Grants”.	EDI Sub-Committee	Projects IDEA Equity Incubator	Not Started
Winter 2022	Conduct “Phase 4 – Evaluate Impacts on Project-Based Grants”, including review of final report process	Staff	Projects IDEA Equity Incubator	Not Started
Winter 2022	Review staff report for “Phase 4 – Evaluate Impacts on Project-Based Grants” and recommend next steps, as necessary, to AAC & AC.	EDI Sub-Committee	Projects IDEA Equity Incubator	Not Started
Winter 2022	Conduct orientation for new Arts Commission members, including history & rationale of EDI strategy	Staff	n/a	Not Started
Spring 2023	Provide direction on approach to planning process for new Arts Service Strategic Plan 2024-27 and how to integrate next stages of EDI learning, planning, and action-ing	Arts Commission	n/a	Not Started

Appendix B: Phase 1 – EDI Lens Changes to Project-Based Grant Programs

A. Addition to Program Guidelines documents for Projects, IDEA, Equity and Incubator grants:

- **Commitment to Equity**

The CRD Arts & Culture Support Service acknowledges the cultural and geographic diversity of the capital region. The CRD Arts & Culture Support Service recognizes that artistic practice exists within diverse and specific cultural contexts and that systemic discrimination has created unequal conditions – including financial resource distribution – that prevent many equity-seeking groups from fulfilling their cultural capacity and being meaningfully engaged in the arts. Equity-seeking groups may include, but are not limited to, those that identify as First Nations, Inuit and Métis, racialized, Deaf, LGBTQ2+, and/or disabled. CRD Arts and Culture Support Service is committed to taking actions to make progress towards building an arts sector that equitably engages everyone.

The CRD Arts & Culture Support Service continues to prioritize continuous learning about how equity, diversity, inclusion, access, and cultural self-determination can inform its programs and policies, understanding that these concepts are not a static set of goals, but rather an evolving journey.

Rationale:

- Policy problem: other than Equity Grants, grant programs do not acknowledge that equity-seeking groups have been disadvantaged through historical and on-going systemic discrimination and do not communicate a commitment to address this existing imbalance.
- Policy solution: include an explicit commitment to equity in all project-based grant programs.
- Outcome: greater shared understanding among applicants that equity considerations are not limited to Equity Grants, but extend to all CRD arts funding.

B. Enhancements to Adjudication Process, added to Program Guidelines, Assessment section:

- The CRD Arts and Culture Support Service is committed to ensuring that the choice of assessors reflects both the diversity of the region and grant applicants and will compensate external assessors who are not part of the Arts Advisory Council, at established assessor compensation rates, to ensure a diversity of viewpoints on each assessment panel.

Rationale:

- Policy problem: lack of transparency on the principles that determine assessment panels and lack of flexibility to add external assessors to panels, other than for Equity Grants where this has been an established practice.
- Policy solution: expand the use of external assessors, which has proven effective for Equity Grants, to other grant programs.
- Outcome: more transparency on adjudication process and greater flexibility in assembling assessment panels with a diversity of viewpoints.

- Context briefs on diverse artistic practices are disseminated to assessment committees to provide additional background information on issues facing equity-seeking groups and reinforce equity priorities.

Rationale:

- Policy problem: not all assessors share a base level of knowledge about artistic and cultural practices connected to equity, diversity and inclusion, which is understandable because no one can be an expert in all fields; however, it can lead to misinterpretation and lower scores of cultural practices that assessors are not familiar with.
- Policy solution: include context briefs, prepared by Canada Council for the Arts and publicly available on their website (<https://canadacouncil.ca/funding/funding-decisions/decision-making-process/application-assessment/context-briefs>), on Indigenous Arts and Culture, Culturally Diverse Arts, Deaf and Disability Arts Practices, Cultural Appropriation, and Artists and Community Collaboration as part of the adjudication preparation package sent to all assessors.
- Outcome: all assessors attain a higher base level of knowledge about EDI-related aspects of artistic and cultural practices.

C. Highlight the following expenses as eligible for project-based budgets:

- *Access Costs (e.g. Childcare, ASL interpreters)*. For instance, these may incur when organizational applicants engage Deaf or disabled arts professionals participating in proposed artistic projects/activities (e.g. attendant costs) and costs for making artistic content accessible to the public. Access costs allow for reduced barriers at all levels and is grounded in the understanding that additional supports allow for more equitable participation.

Rationale:

- Policy problem: while currently eligible, these expenses are rarely included in project budgets.
- Policy solution: add a new line to project-based budgets highlighting these as eligible costs.
- Outcome: more applicants integrate access considerations when planning their project, more equity-seeking individuals and groups are able to participate

- *Honoraria for First Nations, Inuit and Métis Elders, cultural carriers, and cultural protocols*. For instance, these may incur when projects involve collaborations with or are rooted in First Nations, Inuit and Métis communities, artists, and/or traditional cultural expressions.

Rationale:

- Policy problem: while currently eligible, these expenses are rarely included in project budgets.
- Policy solution: add a new line to project-based budgets highlighting these as eligible costs.
- Outcome: more applicants compensate Elders and cultural carriers appropriately, more applicants integrate cultural protocols when planning their project, projects rooted in First Nations, Inuit and Métis communities cover more costs through funding

D. Modifications to application questions for project-based grants:

- Added Question #1 (add to Projects, IDEA, Incubator, and Equity Grants):

Explain how you will consider accessibility and safe and respectful environments for staff, artists and audiences. For instance, this could include your approach to physical spaces, affordability, or other forms of assistance for those who require it.

Rationale:

- Policy problem: accessibility and safety is not assessed in project-based grants, nor is it highlighted as important for applicants in planning their project.
 - Policy solution: add a scored question that highlights to applicants the importance of accessibility and safety and allows evaluation of these criteria by the assessment panel.
 - Outcome: more funded projects will incorporate accessibility and safety considerations.
- Added Question #2 (add to Projects, IDEA, and Incubator Grants, redundant to Equity Grants):
*If your project engages equity-seeking groups or underrepresented arts and cultural practices, describe who will benefit and how.**
**Keep in mind: if your project involves equity-seeking groups, cultures, or cultural practices outside of your own community or culture, explain how you are approaching the subject matter with cultural integrity and addressing any necessary cultural protocols.*

Rationale:

- Policy problem: benefits to equity-seeking groups and underrepresented arts and cultural practices are not assessed in project-based grants, leading to an on-going imbalance in the diversity of participants and audiences involved in funded projects.
 - Policy solution: add a scored question that highlights to applicants the importance of benefits to equity-seeking groups and underrepresented arts and cultural practices and allows evaluation of these criteria by the assessment panel.
 - Outcome: more funded projects have clear benefits for equity-seeking groups and underrepresented arts and cultural practices.
- Removed Question (remove from Projects and IDEA, not currently included in Equity or Incubator) and associated application requirements:
Ensure your project budget accurately reflects your revenues and expenses. Ensure that revenues and expenses for cash and in-kind are balanced. Explain any extraordinary revenues, expenses or other financial issues affecting your financial stability or ability to carry out the project. If there is a surplus or deficit in your most recently completed year, how will the surplus be used or, how will the deficit be resolved? If there is a projected surplus or deficit in your current year, how will the surplus be used or, how will the deficit be resolved?

Rationale:

- Policy problem: to maintain ease-of-use and low-barrier project-based grant applications, some questions need to be removed if new ones are added so that the application does not grow to become unwieldy. Also this question is redundant to instructions already included in the project budget and the aspects about the financial statements distract assessment panels from focusing on the project itself, which should be the key focus of project-based grant programs.

- Policy solution: remove this question and associated application requirements from Projects and IDEA grant applications.
- Outcome: ease-of-use, low-barrier application is maintained and assessment panels on focused on questions related to the nature of the project and how it will benefit the community.
- Combine questions in Incubator and Equity grants to maintain ease-of-use, low-barrier application length (see Appendix C).

Rationale:

- Policy problem: to maintain ease-of-use and low-barrier project-based grant applications, some questions need to be removed if new ones are added so that the application does not grow to become unwieldy.
- Policy solution: combine questions focused on impacts and expected attendance numbers into existing questions.
- Outcome: ease-of-use, low-barrier application is maintained and assessment panels.

E. Additional Improvements to Equity Grants

- Allow operating clients to be Sponsor societies. Clarify Sponsor societies provide basic admin / promotion support, but are not involved in programming partnerships. Complete creative control is retained by equity-seeking group or lead artist.

Rationale:

- Policy problem: low number of applicants to Equity Grants is in part due to a limited pool of Sponsor Societies restricted to non-Operating clients, which means they tend to be smaller organizations with more limited administrative capacity.
- Policy solution: allow Operating clients, many of whom have indicated they want to act as Sponsor Societies for this program, to be the Sponsor Society for non-incorporated equity-seeking groups and artists.
- Outcome: more applications to Equity Grants, more opportunities for non-incorporated equity-seeking groups and artists to receive funding support.

- Allow the option for grant recipients to submit verbal final reports.

Rationale:

- Policy problem: written final reports create additional administrative burden on grant recipients from equity-seeking groups that tend to have limited administrative capacity due to historic underinvestment and exclusion from public arts funding. Also, recipients must file a final report before they can apply for their next grant; sometimes this proves a barrier to recipients who delay reporting due to lack of capacity and thus are not eligible to apply for future activities.
- Policy solution: provide the option for Equity Grant recipients to submit a verbal final report through a phone call or video-call with staff, who will make notes on the file as necessary.
- Outcome: greater ease-of-use in the reporting process, more eligible applicants to future rounds of CRD arts funding.

- Require MOU of payment schedule for Sponsor societies working with equity-seeking group and/or artists.

Rationale:

- Policy problem: over the first four intakes of Equity Grants, there have been instances of misunderstanding between Sponsor Society and equity-seeking group or artists about the payment schedule and timing of expense responsibilities.
- Policy solution: requiring an MOU with a payment schedule as part of the application.
- Outcome: greater shared understanding between Sponsor Society and equity-seeking group or artists on how and when grant funds will be transferred.

F. Addition of a Glossary

- Definitions of terms:

Terms to be included are accessibility, cultural self-determination, cultural protocol, Deaf, disabled, diversity, equity, equity-seeking groups, inclusion, respectful environments.

Rationale:

- Policy problem: funders and arts organizations do not have a shared understanding about definitions related to practices connected to equity, diversity and inclusion, particularly as understandings evolve. This can lead to differing interpretations of questions and a lack of clarity on requirements.
- Policy solution: include definitions, as prepared by Canada Council for the Arts and by other funders that organizations may already be familiar with
- Outcome: greater clarity about language used in guidelines and application forms. Organizations attain a higher base level of knowledge about EDI-related aspects of artistic and cultural practices.

Appendix C – Guidelines and Application Forms for Project-Based Grant Programs

Added text is highlighted.
Removed text is ~~highlighted with strikethrough formatting~~.

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Equity Grants – Guidelines

Statement of Purpose

The purpose of the Capital Regional District (CRD) Arts & Culture Support Service is to provide assistance that will result in a benefit to the residents of the region. Equity Grants support arts initiatives by applicants from communities that are at risk of exclusion or that have difficulty accessing funding support for systemic reasons. Supported activities include but are not limited to, support of artistic growth, development, production and dissemination.

Applicants establish eligibility through self-identification of their community and/or art form on the supplied self-identification form. The lead applicant(s) must be a registered society or be working with a Sponsor Society (see below for details on eligibility).

Examples of eligible communities include, but are not limited to:

- Indigenous
- Racialized persons or people of colour
- Deaf
- LGBTQ2
- Those living with the challenges related to a physical disability
- Those living with the challenges related to mental illness
- Other (you tell us, on the self-identification form)

Examples of eligible activities include, but are not limited to:

- visual arts
- dance/improvisation
- storytelling/spoken word
- artistic craft/printmaking/fibre arts/etc.
- theatre/performance
- film/media arts
- music
- arts festivals/arts programming
- Other (you tell us, on the application form)

Equity Grants support arts activities that provide benefits or create impacts within one or more of the municipalities or electoral areas that contribute to the CRD Arts & Culture Support Service. The CRD Arts & Culture Support Service is funded by Saanich, Victoria, Oak Bay, Esquimalt, View Royal, Highlands, Metchosin, Sooke and Southern Gulf Islands.

Eligibility

Unfortunately we are unable to fund individual artists. Legislation governing the CRD only permits the Arts & Culture Support Service to fund registered not-for-profit societies. Approved funds resulting from a successful application must be paid to a society and because of this an applicant must be either:

- A) a society from a self-identified community, registered in BC; OR,
- B) an individual or group from a self-identified community who is not a society but who is leading a project and has found a society willing to act as, what we call, a Sponsor Society.

Whether the project leader is a society themselves or working with a Sponsor Society, the society making the application must:

- be a not-for-profit society registered in British Columbia
- be based in one of the jurisdictions that contributes to the Arts & Culture Support Service, as indicated

- by the organization's registered, physical address on its BC NFP Society registration document.
- present their project in a jurisdiction that contributes to the Arts & Culture Support Service.
- have an active Board of Directors; voting members of the Board must not receive remuneration of any kind from the applicant society; and
- be able to provide financial statements and other society information to establish accountability for the project.

Who can be a Sponsor Society?

Potential Sponsor Societies include:

- Non-arts mandated societies
- Arts-mandated societies, including those meeting the eligibility for the CRD Project Grant program; such organizations may apply concurrently as a Sponsor Society to the Equity Grant program and to the Project Grant program

Organizations receiving support through the CRD Operating Grant program are not eligible to be a Sponsor Society under this program. Organizations in arrears with any local authority, are bankrupt, seeking creditor protection, are insolvent, or under court supervision of any kind are also ineligible.

When the project leader is not a society but working with a Sponsor Society for the purposes of making an application, the project leader and the Sponsor Society should take care to ensure they agree on the administrative responsibilities related to managing the project from application to final reporting. A Sponsor Society may provide in-kind administrative and promotional support, but complete creative control must be maintained by the project leader, who must receive 100% of any CRD Equity Grant funding. A memorandum of understanding (MOU) must be included, detailing the payment schedule of grant funds to the project leader.

Ineligible Activities

The following are generally considered ineligible activities for support under this program:

- Equipment purchases or other major capital expenditures
- Fundraising activities, contests or competitions
- Scholarships

General

- Please contact us if you are thinking about applying for an Equity Grant.
- Guidelines and samples of the application are available online. For a full application package please contact hheywood@crd.bc.ca.
- Start your application early to ensure your project is well thought out. To assist in the success of your application please feel free to contact us at any time during the application process.
- The maximum grant available through the Equity Grant program is \$5000.
- When answering questions in the application be brief, concise and use plain language. Write as if you are describing your project to someone who doesn't know anything about you. Do not use additional attachments.
- Ensure your budget is balanced. The box "Surplus or Deficit" should be zero.
- In-kind contributions are goods and services normally purchased with cash but which have been received as a donation. Record the value of such donations under in-kind revenue. Because these will be used to produce your project, record an equal amount under in-kind expenses. The value of the in-kind revenues should equal the in-kind expenses.
- Eligibility and acceptance of an application does not guarantee funding.

Evaluation

Consideration will be given to how your project:

- provides access and support to communities or audiences at risk of exclusion;
- contributes to and benefits the arts in the self-identified community;
- contributes to and benefits the arts in the Capital Region;
- creates partnerships and collaborations;
- provides new programs and events for CRD audiences;
- expands the view of the arts and its role in various cultures and communities; and
- uses the skills of participants to achieve the artistic and other goals of the proposal.

Financial Statements – one of the following is required:

- **Audited Financial Statements** for the most recently completed fiscal year, where the total annual budget exceeds \$750,000.
- **Review Engagement Financial Statements** for the most recently completed fiscal year, where the total annual budget exceeds \$300,000 but is less than \$750,000.
- **Compilation Financial Statements with Notice to Reader (NTR)** for the most recently completed fiscal year, where the total annual budget is \$300,000 or less.

Compilation Financial Statements may be prepared by a qualified person either internal or external to the organization, such as an accountant, a bookkeeper, or the Board Treasurer. The Statements must include a balance sheet, statement of revenues and expenses, notes relating to the financial statements where appropriate, and show comparative columns for the most recently completed year and previous year, on the same page.

The NTR that accompanies the financial statements states the nature of the assignment, the scope and limitations, a caution to readers, who prepared the report and the date of preparation.

~~*Provide financial statements for the most recently completed financial year. If at the time of application your most recently completed financial year was over six months ago, also provide board approved interim financial statements that are less than six months old.~~

You are responsible for ensuring that the appropriate financial statements are submitted. Applications without appropriate financial statements may be considered incomplete. Contact Arts & Culture Support Service staff if you have questions.

Assessment

- Applications are assessed by the CRD Arts Advisory Council. Their recommendations are subject to approval by the CRD Arts Commission.
- The CRD Arts and Culture Support Service is committed to ensuring that the choice of assessors reflects both the diversity of the region and grant applicants and will compensate external assessors who are not part of the Arts Advisory Council, at established assessor compensation rates, to ensure a diversity of viewpoints on each assessment panel.
- Notification of awards may take up to 10 weeks following submission. Please plan accordingly as **funding cannot be provided for activities that take place before a grant is approved**. Please contact staff if in doubt.
- Applicants are notified of the results of their application after the CRD Arts Commission has reviewed recommendations.
- Eligibility and acceptance of your application does not guarantee funding just as a successful application does not guarantee future support.

Commitment to Equity

The CRD Arts & Culture Support Service acknowledges the cultural and geographic diversity of the capital region. The CRD Arts & Culture Support Service recognizes that artistic practice exists within diverse and

specific cultural contexts and that systemic discrimination has created unequal conditions – including financial resource distribution – that prevent many equity-seeking groups from fulfilling their cultural capacity and being meaningfully engaged in the arts. Equity-seeking groups may include, but are not limited to, those that identify as First Nations, Inuit and Métis, racialized, Deaf, LGBTQ2+, and/or disabled. CRD Arts and Culture Support Service is committed to taking actions to make progress towards building an arts sector that equitably engages everyone.

The CRD Arts & Culture Support Service continues to prioritize continuous learning about how equity, diversity, inclusion, access, and cultural self-determination can inform its programs and policies, understanding that these concepts are not a static set of goals, but rather an evolving journey.

Conditions of Funding

- Acknowledge support of the CRD Arts & Culture Support Service by including the CRD logo on posters, programs, website and any other promotional material related to the project, tag @feedtheartsyyj in related social media and, whenever possible, acknowledge the CRD Arts & Culture Support Service verbally. Guidance for how to acknowledge funding is on our website at www.crd.bc.ca/service/arts-funding/acknowledge-crd-funding or contact our office 250.360.3007.
- An Equity Grant must be used for the project for which it was intended.
- Projects must be completed within 12 months of receipt of funding.
- Submission of a final report within two months of project completion, using the CRD report form.
- Optional but recommended – submit one high-quality digital photo of the project to artsdevelopment@crd.bc.ca. Images may be included in the CRD website, social media, presentations, and other promotional materials to show arts activity in the CRD; provide photo credit if required.

In the event the project is not completed or a final report not submitted, we may request the return of the grant and/or refuse to accept future applications for Equity Grants.

Deadlines

There is one annual deadline for Equity Grants. Applications received after the deadline will not be considered.

Submitting an Application

Provide a digital copy of the complete application by 4:30pm on the deadline. If you have difficulty meeting this requirement please contact us at 250.360.3215.

Application Checklist

What to submit:

- ☐ A completed self-identification form
- ☐ A scan of page one, of Part A, signed
- ☐ A completed Part A (applicant info & answers to questions) and Part B (project budget)
- ☐ List of current Board of Directors with full names, residential addresses and Board positions
- ☐ Financial Statements (see Financial Statement requirements)
- ☐ Copy of the applicant organization's BC not-for-profit Society registration certificate
- ☐ For Sponsor Society applicants, an MOU of the payment schedule to the project lead

Equity Grants – Application Form

The following questions should be answered by the Project Lead.

Begin typing in the shaded area following each question; the text boxes have a limit of approximately 250 words per answer. Do not use additional attachments.

Be concise and use plain language. Write as if you're describing your organization and project to someone who doesn't know anything about you.

1. Were you aware of other Arts & Culture Support Service programs before applying to Equity grants?
☐ Yes ☐ No
2. Provide a brief description about who is leading this project e.g. key personnel, and the identified community that is involved.
3. Describe the arts project and the main activities for which you are requesting support.
4. What benefits and/or impacts will the project have for your identified community and/or for the broader community of the Capital Region?
5. Who is the expected audience or participant group(s) and what is the projected attendance? How will they benefit?
6. Explain how you will consider accessibility and safe and respectful environments for staff, artists and audiences. For instance, this could include your approach to physical spaces, affordability, or other forms of assistance for those who require it.
7. Note any partnerships or collaborations between groups of people, organizations or across communities.
8. ~~How many times will you produce this event or project if your application is successful?~~
9. ~~What is the anticipated attendance for your event or project?~~

Incubator Grants – Guidelines

STATEMENT OF PURPOSE

The purpose of the Capital Regional District (CRD) Arts & Culture Support Service is to provide assistance that will result in a benefit to the community. The CRD Incubator Grant program enhances sustainability and resiliency in the arts by funding short term staffing, mentoring, workspace, training or other resources that assist in the acceleration of organizational development or in the development of new arts projects. In particular, the program is aimed at emerging organizations that are engaged in innovative, experimental or new artistic practices, and/or that have difficulty accessing startup funding or specialized expertise that will help to advance their practice.

Examples of activities that may be supported include, but are not limited to:

- Shared staff resources
- Special training
- Access to specific expertise through mentoring
- Access to workspace to develop an idea

Incubator Grants support activities that provide benefits or create impacts within one or more of the municipalities or electoral areas that contribute to the CRD Arts Service. The CRD Arts & Culture Support Service is funded by Saanich, Victoria, Oak Bay, Esquimalt, View Royal, Highlands, Metchosin, Sooke and Southern Gulf Islands.

Eligibility

Applicant organizations must:

1. be a not-for-profit society registered in British Columbia.
2. have programming in the arts as their primary mandate and purpose.
3. be based in one of the jurisdictions that contributes to the Arts & Culture Support Service, as indicated by the organization's registered, physical address on its BC NFP registration document.
4. have an active Board of Directors; voting members of the Board must not receive remuneration of any kind from the applicant organization.

5. present their project in a jurisdiction that contributes to the Arts & Culture Support Service.
6. offer a potential arts impact within the capital region.

Organizations in arrears with any local authority, are bankrupt, seeking creditor protection, are insolvent, or under court supervision of any kind are ineligible.

Ineligible Activities

- Food, beverages, hospitality or travel expenses
- Equipment purchases or other major capital expenditures
- Religious activities, fundraising activities, contests or competitions
- Scholarships
- Board development

Applicants may not be receiving support from other CRD Arts & Culture Support Service programs and may only receive one Incubator Grant per calendar year.

General

- Contact the Arts & Culture Support Service to confirm eligibility.
- Guidelines and samples of the application are available online. Please contact hheywood@crd.bc.ca for a full application package.
- Start your application early. To assist in the success of your application please feel free to contact us at any time during the application process.
- The maximum grant available through the Incubator Grant program is \$5000.
- When answering questions in the application be brief, concise and use plain language. Write as if you are describing your activity to someone who doesn't know anything about you.
- Do not use additional attachments.
- Ensure your budget is balanced. The box "Surplus or Deficit" should be zero.
- Note: in-kind contributions are goods and services normally purchased with cash but which have been received as a donation. Record the value of such donations under in-kind revenue. Because these will be used to produce your activity, record an equal amount under in-kind expenses. The value of the in-kind revenues should equal the in-kind expenses.
- Eligibility and acceptance of an application does not guarantee funding.

Evaluation

Consideration will be given to activities that result in:

- creation of new collaborations and partnerships.
- development of organizational capacity within the funded organization.
- skill development in staff.
- creation of new organizations.
- creation of new arts projects.
- creation of new programs and events, or audience development.
- capacity of participants to achieve the artistic and production goals of the proposal.
- benefits created for the arts or audiences in the Capital Region.

Financial Statements – one of the following is required:

- **Audited Financial Statements** for the most recently completed fiscal year, where the total annual budget exceeds \$750,000.
- **Review Engagement Financial Statements** for the most recently completed fiscal year, where the total annual budget exceeds \$300,000 but is less than \$750,000.
- **Compilation Financial Statements with Notice to Reader (NTR)** for the most recently completed fiscal year, where the total annual budget is \$300,000 or less.

Compilation Financial Statements may be prepared by a qualified person either internal or external to the organization, such as an accountant, a bookkeeper, or the Board Treasurer. The Statements must include a balance sheet, statement of revenues and expenses, notes relating to the financial statements where

appropriate, and show comparative columns for the most recently completed year and previous year, on the same page.

The NTR that accompanies the financial statements states the nature of the assignment, the scope and limitations, a caution to readers, who prepared the report and the date of preparation.

~~*Provide financial statements for the most recently completed financial year. If at the time of application your most recently completed financial year was over six months ago, ALSO provide board approved interim financial statements that are less than six months old.~~

You are responsible for ensuring that the appropriate financial statements are submitted. Applications without appropriate financial statements may be considered incomplete. Contact Arts & Culture Support staff if you have questions.

Assessment

- Applications are assessed by the CRD Arts Advisory Council whose recommendations are subject to approval by the CRD Arts Commission.
- The CRD Arts and Culture Support Service is committed to ensuring that the choice of assessors reflects both the diversity of the region and grant applicants and will compensate external assessors who are not part of the Arts Advisory Council, at established assessor compensation rates, to ensure a diversity of viewpoints on each assessment panel.
- Notification of awards may take up to 10 weeks following submission. Please plan accordingly.
- Applicants are notified of the results of their application by email after the CRD Arts Commission has reviewed recommendations.
- **Funding cannot support activities that have started or that have been completed before the approval of funds.** Please contact staff if in doubt.
- Eligibility and acceptance of your application does not guarantee funding just as receipt of funding does not guarantee future support.

Commitment to Equity

The CRD Arts & Culture Support Service acknowledges the cultural and geographic diversity of the capital region. The CRD Arts & Culture Support Service recognizes that artistic practice exists within diverse and specific cultural contexts and that systemic discrimination has created unequal conditions – including financial resource distribution – that prevent many equity-seeking groups from fulfilling their cultural capacity and being meaningfully engaged in the arts. Equity-seeking groups may include, but are not limited to, those that identify as First Nations, Inuit and Métis, racialized, Deaf, LGBTQ2+, and/or disabled. CRD Arts and Culture Support Service is committed to taking actions to make progress towards building an arts sector that equitably engages everyone.

The CRD Arts & Culture Support Service continues to prioritize continuous learning about how equity, diversity, inclusion, access, and cultural self-determination can inform its programs and policies, understanding that these concepts are not a static set of goals, but rather an evolving journey.

Conditions of Funding

- Acknowledge support of the CRD Arts & Culture Support Service by including the CRD logo on posters, programs, website and any other promotional material related to the activity, tag @feedtheartsyyj in related social media and, whenever possible, acknowledge the CRD Arts & Culture Support Service verbally. Guidance for how to acknowledge funding is on our website at www.crd.bc.ca/service/arts-funding/acknowledge-crd-funding or contact our office 250.360.3007.
- An Incubator Grant must be used for the activity for which it was intended.
- Activities must be completed within 12 months of receipt of funding.
- Submission of final report within two months of activity completion, using the designated CRD report form.
- Optional but recommended – submit one or more high-quality digital photos of the activity to_

artsdevelopment@crd.bc.ca. Images may be included in the CRD website, social media, presentations, and other promotional materials to represent arts activity in the CRD; provide photo credit if required.

In the event the activity is not completed or a final report not submitted, the CRD may request the return of the grant and/or refuse to accept future applications for Incubator Grants.

Deadline

There is one annual deadline for Incubator Grant applications. Please check website for current information.

Submitting an Application

Provide a digital copy of the full application by 4:30pm on the deadline. Applications received after the deadline will not be considered.

Application Checklist

What to submit:

- ☐ A scan of page one, of Part A, signed
- ☐ A completed Part A (applicant info & answers to questions) and Part B (budget)
- ☐ List of current Board of Directors with full names, residential addresses and Board positions
- ☐ Financial Statements (see Financial Statement requirements)
- ☐ Copy of the organization's BC non-profit Society registration certificate

Incubator Grants – Application Form

Begin typing in the shaded area following each question; the text boxes have a limit of approximately 250 words per answer. Do not use additional attachments.

Be concise and use plain language. Write as if you're describing your organization and activity to someone who doesn't know anything about you.

Part I

1. What is your organization's mandate (e.g. from your constitution)?
2. Were you aware of other Arts & Culture Support Service programs before applying to Incubator Grants?
☐ Yes ☐ No
If not, how did you hear about the program?

Part II

1. Provide a brief description about who is leading this activity and their capacity to bring it to a successful outcome.
2. Describe the activity or program for which you are requesting support.
3. Describe what capacity or knowledge will be developed within your organization as a result of a successful application, including what skills development or training will staff or personnel acquire and how will it assist them in their work.
4. Explain how you will consider accessibility and safe and respectful environments for staff, artists and audiences. For instance, this could include your approach to physical spaces, affordability, or other forms of assistance for those who require it.
5. Describe any partnerships or shared resources that may be created and/or developed as a result of a successful application.

6. Community benefits.

- a. What benefits and/or impacts will the activity have for your art form and/or for the broader community in the Capital Region?
- b. If your project engages equity-seeking groups or underrepresented arts and cultural practices, describe who will benefit and how.*
*Keep in mind: if your project involves equity-seeking groups, cultures, or cultural practices outside of your own community or culture, explain how you are approaching the subject matter with cultural integrity and addressing any necessary cultural protocols.

IDEA Grants – Guidelines

IDEA (Innovate, Develop, Experiment, Access) **Grants** is a program of the CRD Arts & Culture Support Service. It is a flexible, small-awards program designed to respond to one-time opportunities and to encourage new, innovative or developmental arts projects and events. IDEA Grants are intended to encourage and support arts participation by organizations that are not eligible for other CRD Arts & Culture Support Service programs.

IDEA Grants support organizations for new projects, opportunities or events that offer a potential arts impact within the capital region. Recurring activities will be considered if they address the main goals of the program which are to be innovative, developmental, experimental, and/or to provide access.

The CRD Arts & Culture Support Service is funded by the following jurisdictions: Saanich, Victoria, Oak Bay, Esquimalt, View Royal, Highlands, Metchosin, Sooke, Southern Gulf Islands.

Eligibility

Applicant organizations must:

1. be a not-for-profit society registered in British Columbia
2. be based in one of the jurisdictions that contributes to the Arts & Culture Support Service, as indicated by the organization's registered, physical office address on its BC NFP Society registration document.
3. have an active Board of Directors; voting members of the Board must not receive remuneration of any kind from the applicant organization.
4. present their project in a jurisdiction that contributes to the Arts & Culture Support Service.
5. offer a potential arts impact within the capital region.

Organizations in arrears with any local authority, are bankrupt, seeking creditor protection, are insolvent, or under court supervision of any kind are ineligible.

Ineligible Activities

- food, beverages, hospitality or travel expenses
- equipment purchases or other capital expenditures
- religious services, fundraising activities, contests or competitions
- scholarships
- expenses for activities that have already taken place, (activities cannot be funded retroactively)

General

- Organizations may apply only once in a calendar year.
- Start your application process early and speak with Arts & Culture Support Service staff to determine eligibility or answer any questions. Staff will be available to discuss them with you before you complete the application.
- Guidelines and samples of the application are available online. Please contact hheywood@crd.bc.ca for a full application package.
- The maximum amount of an IDEA grant is \$3000.

Application Requirements

1. Be brief, concise and use plain language; write as if you are describing your organization and project to someone who doesn't know anything about you. Do not use additional attachments.
2. The box titled "Surplus or deficit" should equal zero. Ensure both columns in your budget are balanced and the overall budget is balanced.
3. In-kind contributions are goods and services you would normally purchase with cash but which are donated. Record the value of such donations under in-kind revenue. Because you will use these to produce your project, record an equal amount under in-kind expenses. The value of your in-kind revenues should equal your in-kind expenses.

A complete application consists of one copy of each:

- A completed application form, signed by the person authorizing the application.
- A set of financial statements per *Guidelines for Financial Statements* (below).
- A list of your current Board of Directors with addresses, contact information and Board positions.
- A copy of your BC non-profit society registration certificate (if not previously submitted).
- Additional support/promotional material (optional).

Financial Statements – one of the following is required:

- **Audited Financial Statements** for the most recently completed fiscal year, where the total annual budget exceeds \$750,000.
- **Review Engagement Financial Statements** for the most recently completed fiscal year, where the total annual budget exceeds \$300,000 but is less than \$750,000.
- **Compilation Financial Statements with Notice to Reader (NTR)** for the most recently completed fiscal year, where the total annual budget is \$300,000 or less.

Compilation Financial Statements may be prepared by a qualified person either internal or external to the organization, such as an accountant, a bookkeeper, or the Board Treasurer. The Statements must include a balance sheet, statement of revenues and expenses, notes relating to the financial statements where appropriate, and show comparative columns for the most recently completed year and previous year, on the same page.

The NTR that accompanies the financial statements states the nature of the assignment, the scope and limitations, a caution to readers, who prepared the report and the date of preparation.

~~*Provide financial statements for the most recently completed financial year. If at the time of application your most recently completed financial year was over six months ago, also provide board approved interim financial statements that are less than six months old.~~

You are responsible for ensuring that the appropriate financial statements are submitted. Applications without appropriate financial statements may be considered incomplete. Contact Arts & Culture Support Service staff if you have questions.

Assessment

- Applications are assessed by the CRD Arts Advisory Council whose recommendations are subject to approval by the CRD Arts Commission.
- The CRD Arts and Culture Support Service is committed to ensuring that the choice of assessors reflects both the diversity of the region and grant applicants and will compensate external assessors who are not part of the Arts Advisory Council, at established assessor compensation rates, to ensure a diversity of viewpoints on each assessment panel.
- Notification of awards may take up to 10 weeks following submission. Please plan accordingly.
- Applicants are notified of the results of their application by email after the CRD Arts Commission has reviewed recommendations.
- **Funding cannot support activities that have started or that have been completed before the approval of funds.** Please contact staff if in doubt.
- Eligibility and acceptance of your application does not guarantee funding just as receipt of funding does not guarantee future support.

Commitment to Equity

The CRD Arts & Culture Support Service acknowledges the cultural and geographic diversity of the capital region. The CRD Arts & Culture Support Service recognizes that artistic practice exists within diverse and specific cultural contexts and that systemic discrimination has created unequal conditions – including financial resource distribution – that prevent many equity-seeking groups from fulfilling their cultural capacity and being meaningfully engaged in the arts. Equity-seeking groups may include, but are not limited to, those that identify as First Nations, Inuit and Métis, racialized, Deaf, LGBTQ2+, and/or disabled. CRD Arts and Culture Support Service is committed to taking actions to make progress towards building an arts sector that equitably engages everyone.

The CRD Arts & Culture Support Service continues to prioritize continuous learning about how equity, diversity, inclusion, access, and cultural self-determination can inform its programs and policies, understanding that these concepts are not a static set of goals, but rather an evolving journey.

Conditions of Funding

- Acknowledge support of the CRD Arts & Culture Support Service by including the CRD logo on posters, programs, website and any other promotional material related to the activity, tag @feedtheartsyyj in related social media and, whenever possible, acknowledge the CRD Arts & Culture Support Service verbally. Guidance for how to acknowledge funding is on our website at www.crd.bc.ca/service/arts-funding/acknowledge-crd-funding or contact our office 250.360.3007.
- An IDEA Grant must be used for the activity for which it was intended.
- Activities must be completed within 12 months of receipt of funding.
- Submission of a final report within two months of activity completion, using the designated CRD form.
- Optional but recommended – submit one or more high-quality digital photos of the activity to artsdevelopment@crd.bc.ca. Images may be included in the CRD website, social media, presentations, and other promotional materials to represent arts activity in the CRD; provide photo credit if required.

In the event the activity is not completed or a final report not submitted, the CRD may request the return of the grant and/or refuse to accept future applications for IDEA Grants.

Deadline

There is one deadline annually for IDEA Grant applications. Please check the website for current information.

Submitting an Application

Provide a digital copy of the full application by 4:30pm on the deadline. Applications received after the deadline will not be considered.

Application Checklist

What to submit:

- ☐ A scan of page one, of Part A, signed
- ☐ A completed Part A (applicant info & answers to questions) and Part B (budget)
- ☐ List of current Board of Directors with full names, residential addresses and Board positions
- ☐ Financial Statements (see Financial Statement requirements)
- ☐ Copy of the organization's BC non-profit Society registration certificate

IDEA Grants – Application Form

Be concise and use plain language. Avoid jargon. Write as if you're describing your organization and project to someone who doesn't know anything about you.

- I. 1. What is your organization's mandate (e.g. from your constitution)?

2. Were you aware of other Arts & Culture Support Service programs before applying to IDEA Grants?

☐ Yes ☐ No

If not, how did you hear about the program?

II. Questions

1. Describe the project for which you are requesting support. How did you determine the need for the activities described in your proposal?
2. Who are the key personnel and what are their qualifications? What are the key activities related to this project? Note highlights or anticipated issues.
3. How does your project fulfill one (or more) of the purposes of the IDEA program?
4. Explain how you will consider accessibility and safe and respectful environments for staff, artists and audiences. For instance, this could include your approach to physical spaces, affordability, or other forms of assistance for those who require it.
5. Community benefits.
 - a) Who is the target audience or participant group(s)? How will they benefit or be impacted? What is the benefit to the region?
 - b) If your project engages equity-seeking groups or underrepresented arts and cultural practices, describe who will benefit and how.*
*Keep in mind: if your project involves equity-seeking groups, cultures, or cultural practices outside of your own community or culture, explain how you are approaching the subject matter with cultural integrity and addressing any necessary cultural protocols.
- 5 a. Ensure your project budget accurately reflects your revenues and expenses. Ensure that revenues and expenses for cash and in-kind are balanced. Explain any extraordinary revenues, expenses or other financial issues affecting your financial stability or ability to carry out the project.
- 5 b. In the organization's annual financial statements for the most recently completed year, is it:
☐ Balanced
☐ Showing a surplus
☐ Showing a deficit
- If there is a surplus or deficit in your most recently completed year, how will the surplus be used or, how will the deficit be resolved? If there is a projected surplus or deficit in your current year, how will the surplus be used or, how will the deficit be resolved?

Projects, Series, and Extended Programming – Guidelines

STATEMENT OF PURPOSE

Projects, Series & Extended Programming Grants (Project Grants) provide support for emerging or established arts organizations to produce or present one-time projects, a short series of events, or extended programming, taking place over a period of time leading up to the next year's project grant deadlines. Project Grants are not available to organizations receiving assistance through the CRD Annual or Multi-year Operating Grant program.

Project Grant assistance acknowledges that, in order for the arts to remain accessible to the region's audiences and participants, they require an investment of public sector funds. Through an investment in our arts organizations and institutions, the CRD is contributing to the development of a healthy, diverse and vibrant community.

Project Grants provide support to arts organizations of regional significance whose primary mandate is public programming in the arts. The CRD Arts & Culture Support Service is funded by the following jurisdictions: Saanich, Victoria, Oak Bay, Esquimalt, View Royal, Highlands, Metchosin, Sooke, Southern Gulf Islands.

Eligibility

Applicants that have not previously received a Project Grant should contact the Arts & Culture Support Service office prior to application to confirm eligibility and discuss their proposal.

Applicant organizations must:

1. be a not-for-profit society registered in British Columbia;
2. have programming in the arts as their primary mandate and purpose;
3. have been active for at least six months prior to the application deadline;
4. have an active Board of Directors; voting members of the Board must not receive remuneration of any kind from the applicant organization;
5. be based in one of the jurisdictions that contributes to the Arts & Culture Support Service, as indicated by the organization's registered physical office address on its BC NFP Society registration document;
6. have a project that takes place within the contributing jurisdictions.

Organizations having outstanding or incomplete CRD Project Grants may be eligible to apply at the discretion of the Manager of the Arts & Culture Support Service. Payment of any additional Project Grant awards will be conditional upon receipt of a satisfactory Final Report on the outstanding project.

Ineligible Organizations

Some organizations or activities are beyond the scope of this grant program, regardless of their merit. Project Grants are not available for individual artists, for programs of civic departments or branches (e.g. libraries or community centres) nor are they intended for the activities of clubs or for organizations whose primary mandate involves social service, religious, sports or educational activities.

Organizations in arrears with any local authority, are bankrupt, seeking creditor protection, are insolvent, or under court supervision of any kind are also ineligible.

Ineligible Activities

- Contests and competitions
- Conferences, workshops and other forms of training
- Scholarships
- Capital expenditures
- Food, beverages and other hospitality costs
- Touring, travel expenses, or tourism promotion
- Elimination or reduction of accumulated deficits
- Expenses for events or activities that have already taken place

General

- Start your application process early.
- Be brief, concise and use plain language. Write as if you are describing your organization and project to someone who doesn't know anything about you. Do not use additional attachments.
- Ensure your budget is balanced. The box "Surplus or Deficit" should be zero.
- In-kind contributions are donated goods and services that would otherwise be purchased with cash. Record the value of such donations under in-kind revenue. Because you will use these donated revenues to produce your project, record an equal amount under in-kind expenses. The value of your in-kind revenues should equal your in-kind expenses.

Evaluation

Consideration will be given to:

- a demonstrated ability to carry out the project.
- the capacity of participants to achieve the artistic goals of the project.
- the appropriateness of the project budget. Applicants are encouraged to develop diverse sources of revenue such as ticket sales, donations, support from foundations, other levels of government, etc.
- the impact on the development of the arts in the capital region.
- the contribution to the artistic development of artists, the art form and to the organization itself.
- the needs of other applications received at the same deadline.

Financial Statements – one of the following is required:

- **Audited Financial Statements** for the most recently completed fiscal year, where the total annual budget exceeds \$750,000.
- **Review Engagement Financial Statements** for the most recently completed fiscal year, where the total annual budget exceeds \$300,000 but is less than \$750,000.
- **Compilation Financial Statements with Notice to Reader (NTR)** for the most recently completed fiscal year, where the total annual budget is \$300,000 or less.

Compilation Financial Statements may be prepared by a qualified person either internal or external to the organization, such as an accountant, a bookkeeper, or the Board Treasurer. The Statements must include a balance sheet, statement of revenues and expenses, notes relating to the financial statements where appropriate, and show comparative columns for the most recently completed year and previous year, on the same page.

The NTR that accompanies the financial statements states the nature of the assignment, the scope and limitations, a caution to readers, who prepared the report and the date of preparation.

NOTE: If your most recently completed year-end financial statements are dated more than six months before the application deadline, **ALSO** submit Board-approved interim financial statements that fall within the six months before the deadline. The interim statements must follow the same format as the Compilation Financial Statements.

It is your responsibility to ensure the appropriate financial statements are submitted. Applications without appropriate financial statements are considered incomplete. Contact Arts & Culture Support Service staff if you have questions.

Assessment

- Applications are assessed by the CRD Arts Advisory Council whose recommendations are subject to ratification by the CRD Arts Commission.
- The CRD Arts and Culture Support Service is committed to ensuring that the choice of assessors reflects both the diversity of the region and grant applicants and will compensate external assessors who are not part of the Arts Advisory Council, at established assessor compensation rates, to ensure a diversity of viewpoints on each assessment panel.
- Applicants are notified of the results of their applications by email following approval by the CRD Arts Commission.
- Notification can take up to ten weeks following the deadline. **Projects cannot be funded retroactively. Time your application accordingly.** If in doubt, please contact Arts & Culture staff.
- Eligibility and acceptance of your application or receipt of previous grants does not guarantee future or ongoing funding.

Commitment to Equity

The CRD Arts & Culture Support Service acknowledges the cultural and geographic diversity of the capital region. The CRD Arts & Culture Support Service recognizes that artistic practice exists within diverse and specific cultural contexts and that systemic discrimination has created unequal conditions – including financial

resource distribution – that prevent many equity-seeking groups from fulfilling their cultural capacity and being meaningfully engaged in the arts. Equity-seeking groups may include, but are not limited to, those that identify as First Nations, Inuit and Métis, racialized, Deaf, LGBTQ2+, and/or disabled. CRD Arts and Culture Support Service is committed to taking actions to make progress towards building an arts sector that equitably engages everyone.

The CRD Arts & Culture Support Service continues to prioritize continuous learning about how equity, diversity, inclusion, access, and cultural self-determination can inform its programs and policies, understanding that these concepts are not a static set of goals, but rather an evolving journey.

Conditions of Funding

- Funded organizations must acknowledge the CRD. Acknowledge support of the CRD Arts & Culture Support Service by including the CRD logo on posters, programs, website and any other promotional material related to the activity, tag @feedtheartsyyj in related social media and, whenever possible, acknowledge the CRD Arts & Culture Support Service verbally. Guidance for how to acknowledge funding is on our website at www.crd.bc.ca/service/arts-funding/acknowledge-crd-funding or contact our office 250.360.3007.
- Project Grants must be used for the project for which they were requested.
- Projects must be completed within 12 months of receipt of funding.
- A Project Grant Final Report must be submitted using the provided form within two months of completion of the project, and prior to submitting a new application.
- Submit one high-quality digital photo of the event to hheywood@crd.bc.ca. Images **may** be included in the CRD website, social media, presentations, and other promotional materials to represent arts activity in the CRD; provide photo credit if required.

Organizations should notify Arts & Culture Support Service staff if there are significant changes to the timing or nature of a funded project. In the event the project is not completed and/or a final report not submitted, the CRD may request the return of the grant and/or consider future applications to be ineligible.

Deadlines

There are two application intakes each year. Please check the website for current information.

Submitting an Application

A digital copy of the completed application must be received by 4:30pm on the published deadline. No late applications will be accepted.

What to submit:

- ☐ A scan of page one, Part A, signed
- ☐ Completed Part A (applicant info & answers to questions) and Part B (budget pages)
- ☐ List of current Board of Directors with full names, residential addresses and Board positions
- ☐ Financial Statements per the Project Grant Guidelines (see above)
- ☐ Copy of the organization's BC non-profit Society registration certificate (if not previously submitted)

Projects, Series, and Extended Programming – Application Form

Read the Project Grant Guidelines before completing this application.

Begin typing in the shaded area following each question; the text boxes will limit your responses to approximately 250-300 words per answer. Do not use additional attachments.

Be concise and use plain language. Avoid jargon. Write as if you're describing your organization and project to someone who doesn't know anything about you.

Part I.

1. What is your organization's mandate (e.g. from your constitution)?
2. Were you aware of other Arts & Culture Support Service programs before applying to Project Grants?
☐ Yes ☐ No
If no, how did you hear about this program?

Part II.

1. a) Please check one of the following:
This application is for: a one-time project ☐, a short series of events ☐, extended programming ☐

If you checked **Short Series** or **Extended Programming**, please list all events in Excel, Part B, Programming tab.

- b) Describe the project for which you are requesting support and its relationship to your mandate.
2. How does your project contribute to the development of artists, the art form and the development of the arts in the CRD?
3. Briefly describe your organization's history of previous programming.
4. Identify technical, artistic, administrative or other key personnel for this project. Note any particular skills and experience or any obstacles influencing the success of this project.
5. Who is the anticipated audience and what is the projected attendance?

5 a. Ensure your project budget accurately reflects your revenues and expenses. Ensure that revenues and expenses for cash and in-kind are balanced. Explain any extraordinary revenues, expenses or other financial issues affecting your financial stability or ability to carry out the project.

5 b. In the organization's annual financial statements for the most recently completed year, is it:

- ☐ Balanced
☐ Showing a surplus
☐ Showing a deficit

If there is a surplus or deficit in your most recently completed year, how will the surplus be used or, how will the deficit be resolved? If there is a projected surplus or deficit in your current year, how will the surplus be used or, how will the deficit be resolved?

6. Explain how you will consider accessibility and safe and respectful environments for staff, artists and audiences. For instance, this could include your approach to physical spaces, affordability, or other forms of assistance for those who require it.

7. Community benefits.

- a. What benefits will your project have on the region (e.g. social, economic, artistic, etc.)?
- b. If your project engages equity-seeking groups or underrepresented arts and cultural practices, describe who will benefit and how.*
*Keep in mind: if your project involves equity-seeking groups, cultures, or cultural practices outside of your own community or culture, explain how you are approaching the subject matter with cultural integrity and addressing any necessary cultural protocols.

REPORT TO THE ARTS ADVISORY COUNCIL MEETING OF TUESDAY, JANUARY 11, 2022

SUBJECT 2022 Operating Grant Recommendations

ISSUE SUMMARY

The Arts Advisory Council have assessed applications to the 2022 Operating Grant program and are providing funding recommendations for the Arts Commission's consideration and approval.

BACKGROUND

Funding through Operating Grants program recognizes the contribution arts organizations make to the quality of life in the Capital Regional District, the provincial and national visibility these organizations provide to the region, and their role in providing a wide range of arts activities for citizens and visitors.

The 2022 approved budget for the Operating Grant program was \$2,591,270. There was an increase in operating funds of \$45,070 over the previous year and there was one client, Xchanges Artists' Gallery, which left the Operating Grant program, allowing \$8,500 of the existing budget to be reassigned. In total, there was \$53,270 in funding to be allocated according to merit, as determined by the program's assessment criteria.

In 2020, the minimum budget requirement for operating grants was increased from \$50,000 to \$90,000. In 2020, the Advisory Council advised that Xchanges should be encouraged to seek support for extended programming through project grants; however, the organization was provided a one-year transition period. In 2021, with a budget of \$58,000, Xchanges Artists' Gallery received a notice that this would be that it would not be eligible for operating funding and should consider applying to Projects, Series and Extended Programming. In summer 2021, staff met with Xchanges Artists' Gallery to facilitate the transition. Xchanges is expected to apply to either the January or April intake of Projects, Series and Extended Programming for funding support.

A total of 31 applications were received at the September 2021 deadline for the Operating Grant program. There were 10 applicants to the Multi-Year stream and 21 applicants to the Annual stream of the Operating Grant program. Annual stream applicants submit a full application on an annual basis. Multi-Year applicants submit a full application once every three years; in the other two years, they submit interim reports that are reviewed by staff. This was a Multi-Year intake year, which meant that all operating applicants submitted a full application. There were no new applicants to the Operating Grant program.

On November 27, 2021, the Arts Advisory Council met to evaluate all 31 applications. Operating grant adjudication assesses applications in 22 areas related to the broader categories of artistic merit, administrative competence, and community impact. The assessments are reviewed according to published guidelines and the overall purpose of the Arts & Culture Support Service, which is to provide assistance for the purpose of benefiting the community.

RECOMMENDATIONS

Of the 31 applicants, 13 ranked highly in comparison to all applications, creating a top cohort that merited an increase in funding level. These high-ranking organizations were assessed as having successfully attained an exemplary level in the focus on their artistic mandates, demonstrated administrative competence, and significant community impact.

The remaining 18 applicants were not in the top cohort, but were still assessed above the satisfactory level. These organizations warranted the application of the principle that consistent performance merited consistent funding. These organizations are therefore recommended for a level of funding equal to the previous year.

The Notice of Significant Concern Policy (NOSC) is a mechanism through which organizations are issued formal notices of areas of operation requiring remediation. The policy allows until the next application to demonstrate appropriate remediation. No organizations were deemed to require a Notice of Significant Concern at this time.

Grant requests totaled \$2,594,930 versus available funding of \$2,281,270, a difference of \$313,660. There are no constraints on how much organizations can request. The rationale for requesting increases to their operating grant level differed between organizations; however, a common theme was the increased expenses necessary to rent spaces for artistic presentation and the overall higher costs associated with elevated inflationary pressures.

Overall, the operating applicants showed remarkable innovation and resilience in navigating pandemic restrictions and restarting operations in a measured and safe way. The pace of reopening is different for each organization according to their artistic discipline and audience demographic. Some organizations continue to explore virtual live-streams, hybrid, and online programming, pop-up productions and walking tours. With the CRD's support, this creativity is helping to ensure that the arts continue to be central to life in our communities in these particularly challenging times.

ALTERNATIVES

Alternative 1

The Arts Advisory Council recommends to the Arts Commission:
The operating grant recommendations for 2022 be approved as presented.

Alternative 2

That this report be referred back to staff for additional information.

IMPLICATIONS

Alignment with Existing Plans & Strategies

The 2022 operating grant recommendations align with the purpose of the Arts & Culture Service to provide a benefit to the community and to have accountable adjudication processes. Assessment is based on a standard application and scoring process. Adjudication is conducted by the Arts Advisory Council acting in their mandated role.

Financial Implications

The 2022 budget provided an increase in operating funding of \$45,070 that with approval of the 2022 recommendations will result in increased funding levels for 13 existing operating clients. Funding levels impact the ability of organizations to deliver programming. In budget discussions for 2023, the Commission may wish to consider the level of support allocated to the Operating Grant Program versus other programs.

CONCLUSION

Operating grants recognize the contribution that arts organizations make to the quality of life in the capital region, the provincial and national visibility they create for the region, and for the role in providing a wide range of arts activities for citizens and visitors. Support of the arts sector also creates employment, stimulates the local economy, and creates opportunities that develop social cohesion.

RECOMMENDATION

The Arts Advisory Council recommends to the Arts Commission:
The operating grant recommendations for 2022 be approved as presented.



Chris Gilpin, MPA
Manager, Arts & Culture
Finance & Technology

ATTACHMENT(S)

Appendix A: 2022 Operating Grant Recommendations & Applicant Summaries

2022 Operating Grant Recommendations	M= multi-year	Venue	2021		2022	\$ Change in grant
			Grant	Request	Recom'd	
Art Gallery of Greater Victoria	M	yes	448,000	470,000	448,000	0
Atomic Vaudeville		no	25,000	30,000	25,000	0
Aventa Ensemble		no	22,930	25,000	22,930	0
Ballet Victoria	M	yes	45,000	55,000	47,700	2,700
Belfry Theatre	M	yes	220,000	275,000	229,000	9,000
CineVic		no	23,000	30,000	23,000	0
Dance Victoria	M	yes	65,000	70,000	68,900	3,900
Deluge Contemporary Art		yes	38,210	40,000	38,210	0
Early Music Society		no	12,000	20,000	12,000	0
Greater Victoria Performing Arts Festival		no	8,000	8,000	8,000	0
Greater Victoria Youth Orchestra		no	8,000	8,000	8,000	0
Intrepid Theatre	M	yes	106,000	112,000	112,000	6,000
Kaleidoscope Theatre		yes	55,000	60,000	56,800	1,800
MediaNet		yes	19,000	30,000	19,000	0
Open Space		yes	87,930	87,930	87,930	0
Pacific Opera Victoria	M	yes	225,450	300,000	234,450	9,000
Ptarmigan Arts		yes	17,600	20,000	19,400	1,800
Puente Theatre		no	31,000	50,000	32,800	1,800
SNAFU Dance Theatre		no	14,500	17,000	14,500	0
Story Theatre		no	40,000	40,000	40,000	0
Theatre Inconnu		no	27,500	29,000	27,500	0
Theatre SKAM		yes	39,000	80,000	40,800	1,800
Victoria Arts Council		yes	24,000	40,000	24,000	0
Victoria Baroque Players		no	9,550	10,000	9,550	0
Victoria Children's Choir		no	13,930	18,000	13,930	0
Victoria Conservatory of Music	M	yes	55,000	55,000	55,000	0
Victoria Film Festival	M	yes	44,500	50,000	47,170	2,670
Victoria Jazz Society	M	no	63,000	70,000	66,800	3,800
Victoria On Stage		no	21,500	50,000	21,500	0
Victoria Shakespeare Society		no	20,000	20,000	20,000	0
Victoria Symphony	M	no	398,400	425,000	407,400	9,000

Total 2,228,000 2,594,930 2,281,270 53,270

2022 Operating Grant Recommendations - Applicant Summary

	Org's jurisdiction:	2021 Grant	2022 Request	2022 Grant Recommended
ART GALLERY OF GREATER VICTORIA	Victoria	448,000	470,000	448,000

Background/description

The AGGV opened in 1951 with expansions between 1957 and 1988. Collections include the 2nd largest Asian Collection in Canada, and works by Emily Carr. The AGGV is the major regional art gallery on Vancouver Island producing and hosting a variety of exhibitions (curated in-house and touring), workshops and other activities typical of a major gallery. It has 10,000 square feet of exhibition space meeting the Canadian Cultural Property Review Board's requirements for traveling exhibitions and has a gift shop, art rentals and sales, and facilities rentals with offices, storage and preparatory areas.

Acting Director: Janyce Ronson

Board: 16 members, Chris Lawless, President

Comments on the Recommendation

This is one of 18 applicants assessed below the top-scoring cohort but above the satisfactory level, warranting the application of the principle that consistent performance merited consistent funding. This organization is recommended for a level of funding equal to the previous year.

As a multiyear operating client, this organization will provide an interim report next year for review by staff.

2022 Operating Grant Recommendations - Applicant Summary

	Org's jurisdiction:	2021 Grant	2022 Request	2022 Grant Recommended
ATOMIC VAUDEVILLE	Victoria	25,000	30,000	25,000

Background/description

Atomic Vaudeville is a Victoria-based performance theatre company founded by Jacob Richmond and Britt Small. It produces a four-show season of original theatre aimed at a younger demographic and presents locally as well as touring.

Britt Small: Co-Director (Leadership Team - Production and Management)

Kathleen Greenfield: Co-Director (Leadership Team - Management and Outreach)

Pedro M. Siqueira: Co-Director (Leadership Team - Production and Outreach)

Board: 5 members, Cam Culham, President

Comments on the Recommendation

This is one of 18 applicants assessed below the top-scoring cohort but above the satisfactory level, warranting the application of the principle that consistent performance merited consistent funding. This organization is recommended for a level of funding equal to the previous year.

As an annual operating client, this organization will provide a full application next year for review by an assessment panel of the Arts Advisory Council.

2022 Operating Grant Recommendations - Applicant Summary

	Org's jurisdiction:	2021 Grant	2022 Request	2022 Grant Recommended
AVENTA ENSEMBLE	Oak Bay	22,930	25,000	22,930

Background/description

The Aventa Ensemble produces and performs a series of contemporary new music concerts locally and tours performances in BC, Canada and Europe. It also commissions and premieres performances of new works.

Founding Artistic Producer: Bill Linwood

Board: 5 members, Emily Schudel, President

Comments on the Recommendation

This is one of 18 applicants assessed below the top-scoring cohort but above the satisfactory level, warranting the application of the principle that consistent performance merited consistent funding. This organization is recommended for a level of funding equal to the previous year.

As an annual operating client, this organization will provide a full application next year for review by an assessment panel of the Arts Advisory Council.

2022 Operating Grant Recommendations - Applicant Summary

	Org's jurisdiction:	2021 Grant	2022 Request	2022 Grant Recommended
BALLET VICTORIA	Victoria	45,000	55,000	47,700

Background/description

Ballet Victoria was founded in 2002 by Jacqueline Sloan. It began as a company that sought to include a wide range of community dance partners. In 2006, Paul Destrooper was introduced as a choreographer and became Artistic/Executive Director in 2007. Since then it has become focussed on developing as a professional ballet company and promoting emerging talent. BV produces a series of dance productions that focus on new or re-imagined choreography, mainly by the Artistic Director, and also runs dance classes.

Artistic/Executive Director: Paul Destrooper

Board: 5 members (including Paul Destrooper as ex officio); Tarsam Basi, President

Comments on the Recommendation

This is one of the 13 applicants assessed in top-scoring cohort. This exemplary performance, according to the assessment criteria, merits increased investment. This organization is recommended for an increase in funding from the previous year.

As a multiyear operating client, this organization will provide an interim report next year for review by staff.

2022 Operating Grant Recommendations - Applicant Summary

	Org's jurisdiction:	2021 Grant	2022 Request	2022 Grant Recommended
BELFRY THEATRE	Victoria	220,000	275,000	229,000

Background/description

The Belfry Theatre focuses on the presentation of contemporary, mostly Canadian plays. They are Victoria's largest professional theatre company, with a venue developed from a former church built in 1885 and renamed "The Belfry" in 1976. In 1985, the company eliminated a large accumulated deficit by implementing cuts to operations and stabilized under new management beginning in 1987. In 1990, the Belfry raised \$4.3 million to purchase/renovate the building that includes the 277-seat mainstage and in 1991 opened the 94-seat Studio theatre. In 2002 seismic and technical upgrading were completed and the mortgage was retired in 2011. In addition to presenting the Belfry also develops new productions and has recently hired an Indigenous Cultural Advisor in an effort to decolonize the organization.

Executive Director: Ivan Habel

Artistic Director: Michael Shamata

Board: 12 members, Richard Brownsey, President

Comments on the Recommendation

This is one of the 13 applicants assessed in top-scoring cohort. This exemplary performance, according to the assessment criteria, merits increased investment. This organization is recommended for an increase in funding from the previous year.

As a multiyear operating client, this organization will provide an interim report next year for review by staff.

2022 Operating Grant Recommendations - Applicant Summary

	Org's jurisdiction:	2021 Grant	2022 Request	2022 Grant Recommended
CINEVIC	Victoria	23,000	30,000	23,000

Background/description

CineVic began as an equipment co-op and filmmaker mutual aid society. It has evolved into a film and media production centre that produces events, commissions work, hosts visiting artists, and engages organizations and artists of other disciplines in collaborative projects. It is one of two funded organizations focussed on media arts, the other being MediaNet/FLUX Gallery.

Executive Director: David Geiss

Board: 9 members, Darlene Tait, President

Comments on the Recommendation

This is one of 18 applicants assessed below the top-scoring cohort but above the satisfactory level, warranting the application of the principle that consistent performance merited consistent funding. This organization is recommended for a level of funding equal to the previous year.

As an annual operating client, this organization will provide a full application next year for review by an assessment panel of the Arts Advisory Council.

2022 Operating Grant Recommendations - Applicant Summary

	Org's jurisdiction:	2021 Grant	2022 Request	2022 Grant Recommended
DANCE VICTORIA	Victoria	65,000	70,000	68,900

Background/description

Dance Victoria presents a ballet and contemporary dance series at the Royal and McPherson Theatres well as workshops, residencies, free and subsidized studio space, and other programming at Dance Victoria Studios, their leased, 12,000-square foot facility that includes dance studios, rehearsal spaces and office suites.

Executive Producer: Stephen White

General Manager: Bernard Sauve

Board: 7 members, Susan Howard, President

Comments on the Recommendation

This is one of the 13 applicants assessed in top-scoring cohort. This exemplary performance, according to the assessment criteria, merits increased investment. This organization is recommended for an increase in funding from the previous year.

As a multiyear operating client, this organization will provide an interim report next year for review by staff.

2022 Operating Grant Recommendations - Applicant Summary

	Org's jurisdiction:	2021 Grant	2022 Request	2022 Grant Recommended
DELUGE CONTEMPORARY ART	Victoria	38,210	40,000	38,210

Background/description

The Runnymede Enhancement Society (RES) is the society that directs programming of Deluge Contemporary Art that includes gallery exhibitions, The Antimatter Film Festival (festival of "underground" films) and Foreign Matter (selection of films from Antimatter) which tours to other countries. The society first operated as the Rogue Gallery in Market Square, moving in 1995 to the Bay Center until 2005, when it then moved to 636 Yates St. with a name change to Deluge Contemporary Art. In 1998-99, Rogue Art produced the first ANTIMATTER FESTIVAL OF UNDERGROUND SHORT FILM AND VIDEO and became a major focus for future programming, along with FOREIGN MATTER.

Curator/Executive Director: Deborah DeBoer

Board: 5 members, Daniel Laskarin, President

Comments on the Recommendation

This is one of 18 applicants assessed below the top-scoring cohort but above the satisfactory level, warranting the application of the principle that consistent performance merited consistent funding. This organization is recommended for a level of funding equal to the previous year.

As an annual operating client, this organization will provide a full application next year for review by an assessment panel of the Arts Advisory Council.

2022 Operating Grant Recommendations - Applicant Summary

	Org's jurisdiction:	2021 Grant	2022 Request	2022 Grant Recommended
EARLY MUSIC SOCIETY	Victoria	12,000	20,000	12,000

Background/description

EMSI is a volunteer-run, presenter of early music. They present approximately 8 concerts annually, featuring original instruments, correct scores and soloists and ensembles from BC, Canada and around the world performing medieval, renaissance, baroque and early classical music. The society fosters the development of early musicianship through workshops, promotional assistance for Early Music soloists and ensembles and the sponsorship of an annual music scholarship/bursary.

Artistic Director: James Young

Board: 8 members, Joanne Whitehead, President

Comments on the Recommendation

This is one of 18 applicants assessed below the top-scoring cohort but above the satisfactory level, warranting the application of the principle that consistent performance merited consistent funding. This organization is recommended for a level of funding equal to the previous year.

As an annual operating client, this organization will provide a full application next year for review by an assessment panel of the Arts Advisory Council.

2022 Operating Grant Recommendations - Applicant Summary

	Org's jurisdiction:	2021 Grant	2022 Request	2022 Grant Recommended
GREATER VICTORIA PERFORMING ARTS FESTIVAL	Victoria	8,000	8,000	8,000

Background/description

The Greater Victoria Performing Arts Festival is held at various venues in the region for 6 weeks from March to May. It is one of 35 or so music festivals in BC that provide opportunities for music students in a range of disciplines to perform in a public venue and receive a verbal and written critique by music professionals. Adjudicators select performers to advance to "highlights" concerts in various categories of skill including provincial and national levels, and some receive awards (e.g. scholarships). Much of the programming involves adjudicated performances which are not supported under operating grants. Supported activities includes administration and highlight concerts.

Part-time (.8) admin - year round

Board: 12 members, Jody Pilling, President

Comments on the Recommendation

This is one of 18 applicants assessed below the top-scoring cohort but above the satisfactory level, warranting the application of the principle that consistent performance merited consistent funding. This organization is recommended for a level of funding equal to the previous year.

Note: This organization did not request an increase in support from the previous year.

As an annual operating client, this organization will provide a full application next year for review by an assessment panel of the Arts Advisory Council.

2022 Operating Grant Recommendations - Applicant Summary

	Org's jurisdiction:	2021 Grant	2022 Request	2022 Grant Recommended
GREATER VICTORIA YOUTH ORCHESTRA	Victoria	8,000	8,000	8,000

Background/description

The GVYO presents 3 concerts per year at the Farquar Auditorium. The organization provides young musicians with opportunities to participate in an orchestra under the direction of professional conductors and musicians. Sectional instruction is provided by 11 local professional musicians who coach and mentor the players.

Music Director: Yariv Aloni

General Manager: Sheila Redhead

Board: 13 members, Rebecca Hissen, President

Comments on the Recommendation

This is one of 18 applicants assessed below the top-scoring cohort but above the satisfactory level, warranting the application of the principle that consistent performance merited consistent funding. This organization is recommended for a level of funding equal to the previous year.

Note: This organization did not request an increase in support from the previous year.

As an annual operating client, this organization will provide a full application next year for review by an assessment panel of the Arts Advisory Council.

2022 Operating Grant Recommendations - Applicant Summary

	Org's jurisdiction:	2021 Grant	2022 Request	2022 Grant Recommended
INTREPID THEATRE	Victoria	106,000	112,000	112,000

Background/description

Intrepid Theatre produces three annual theatre festivals, the Victoria Fringe Theatre Festival, OUTstages and Uno Fest as well as other Intrepid Theatre productions. It developed and manages the 200-seat Metro Studio (in space leased from the Conservatory of Music) and the Intrepid Theatre Club in a separate space that also houses Intrepid's offices. These spaces fill a gap for many small and mid-sized performing arts companies. At the end of 2017 the organization's technical staff unionized with IATSE Local 168.

Managing Director: vacant (as of Oct 14/21, Justine Shore is no longer working at Intrepid)

Producer: Samantha Gough

Artistic Director: Sean Guist

Board: 9 members: Tom Daly, President

Comments on the Recommendation

This is one of the 13 applicants assessed in top-scoring cohort. This exemplary performance, according to the assessment criteria, merits increased investment. This organization is recommended for an increase in funding from the previous year.

As a multiyear operating client, this organization will provide an interim report next year for review by staff.

2022 Operating Grant Recommendations - Applicant Summary

	Org's jurisdiction:	2021 Grant	2022 Request	2022 Grant Recommended
KALEIDOSCOPE THEATRE	Saanich	55,000	60,000	56,800

Background/description

Kaleidoscope Theatre presents a series of productions focussed on Theatre for Young People. It also runs a theatre school focussed on the the same demographic. In June 2021, all operations were relocated into Victoria's downtown core from their previous location in Saanich. This move was due to the imminent redevelopment of the University Heights property. KTYP has secured a long-term lease of a stand-alone heritage building now called The Kaleidoscope Arts Centre.

Executive Director & Artistic Director: Pat Rundell

Board: 7 members, Bethany Wilson, President

Comments on the Recommendation

This is one of the 13 applicants assessed in top-scoring cohort. This exemplary performance, according to the assessment criteria, merits increased investment. This organization is recommended for an increase in funding from the previous year.

As an annual operating client, this organization will provide a full application next year for review by an assessment panel of the Arts Advisory Council.

2022 Operating Grant Recommendations - Applicant Summary

	Org's jurisdiction:	2021 Grant	2022 Request	2022 Grant Recommended
MEDIANET	Victoria	19,000	30,000	19,000

Background/description

MediaNet's original focus was the production of socially relevant documentaries. In 1999 it expanded to include experimental and narrative works, and its equipment roster has grown from 1 camera to 12 for use by members, and from 1 to 6 computers for editing and it has upgraded its equipment to accommodate High Definition. MediaNet hosts presentations, screenings and artists talks. In 2010 it absorbed OPEN CINEMA as the means through which to present screenings and talks on topics of social relevance. It is one of two funded organizations focussed on media arts, the other being Cinevic. It has recently moved into an autonomous space providing both office and exhibition areas.

Executive Director: Peter Sandmark

Board: 6 members, Jason Lei , President

Comments on the Recommendation

This is one of 18 applicants assessed below the top-scoring cohort but above the satisfactory level, warranting the application of the principle that consistent performance merited consistent funding. This organization is recommended for a level of funding equal to the previous year.

As an annual operating client, this organization will provide a full application next year for review by an assessment panel of the Arts Advisory Council.

This organization had received a Notice of Significant Concern in the previous year, requiring additional information in this year's application. Having reviewed the response of the organization, the Notice of Significant Concern has been removed.

2022 Operating Grant Recommendations - Applicant Summary

	Org's jurisdiction:	2021 Grant	2022 Request	2022 Grant Recommended
OPEN SPACE	Victoria	87,930	87,930	87,930

Background/description

Open Space is one of Canada's earliest established artist-run centres presenting and producing exhibitions and events by local, Canadian and international contemporary artists. Programming includes performance, installations, symposia, concerts, residencies, workshops, partnerships, lectures, readings and off-site projects. It owns a two-story building at 510 Fort Street with a revenue tenant on street level. The second-floor is a 2,500-square foot multi-use space, for exhibitions, public performances and contains a resource centre.

Acting Executive Director: Doug Jarvis

Board: 6 members, India Rael Young, President

Comments on the Recommendation

This is one of 18 applicants assessed below the top-scoring cohort but above the satisfactory level, warranting the application of the principle that consistent performance merited consistent funding. This organization is recommended for a level of funding equal to the previous year.

Note: This organization did not request an increase in support from the previous year.

As an annual operating client, this organization will provide a full application next year for review by an assessment panel of the Arts Advisory Council.

2022 Operating Grant Recommendations - Applicant Summary

	Org's jurisdiction:	2021 Grant	2022 Request	2022 Grant Recommended
PACIFIC OPERA VICTORIA	Victoria	225,450	300,000	234,450

Background/description

Pacific Opera Victoria provides opera and a range of others productions with Canadian artists at the forefront. It presents 3 mainstage productions per season at the Royal and occasionally the McPherson Theatres. POV developed and manages The Baumann Centre, an acoustically designed space suitable for rehearsals by POV and other community stakeholders, as part of a sustainability strategy to engage other organizations in the community. The space also incorporates the organization's administrative offices. The organization has developed a new community engagement strategy called "THE CO-OPERA-TIVE" to take advantage of their space.

Artistic Director: Timothy Vernon

Chief Executive Officer: Ian Rye

Board: 25 members, Grania Litwin, President

Comments on the Recommendation

This is one of the 13 applicants assessed in top-scoring cohort. This exemplary performance, according to the assessment criteria, merits increased investment. This organization is recommended for an increase in funding from the previous year.

As a multiyear operating client, this organization will provide an interim report next year for review by staff.

2022 Operating Grant Recommendations - Applicant Summary

	Org's jurisdiction:	2021 Grant	2022 Request	2022 Grant Recommended
PTARMIGAN ARTS	SGI	17,600	20,000	19,400

Background/description

Ptarmigan provides opportunities for adults and children to engage in accessible, high-caliber, creative activities through artistic programming and sponsorship and contributes to the development of local musicians and visual artists on the islands. Programming includes concerts, festivals, an art gallery and studio tours to showcase and promote the work of established and emerging community artists.

Executive Director: Lisa Fleming

Board: 9 members, Brent Marsden, Chair

Comments on the Recommendation

This is one of the 13 applicants assessed in top-scoring cohort. This exemplary performance, according to the assessment criteria, merits increased investment. This organization is recommended for an increase in funding from the previous year.

As an annual operating client, this organization will provide a full application next year for review by an assessment panel of the Arts Advisory Council.

2022 Operating Grant Recommendations - Applicant Summary

	Org's jurisdiction:	2021 Grant	2022 Request	2022 Grant Recommended
PUEENTE THEATRE	Victoria	31,000	50,000	32,800

Background/description

Puente Theatre was founded in Victoria in 1988 by Chilean-born director Lina de Guevara, who remained Artistic Director until she retired in 2011. It explores social issues including, but not limited to, those relating to race and culture and expresses the immigrant experience to Victoria audiences through plays, workshops, theatrical readings and 'forum' performances. It also works to create a multi-ethnic network of immigrant artists and resources designed to attract and engage newcomers, and provides opportunities for work and training for immigrant artists, and is the only theatre company on Vancouver island with a mandate for culturally diverse programming.

Artistic Director: Mercedes Batiz-Benet

General Manager: Judd Palmer

Board: 12 members, Treena Stubel, President

Comments on the Recommendation

This is one of the 13 applicants assessed in top-scoring cohort. This exemplary performance, according to the assessment criteria, merits increased investment. This organization is recommended for an increase in funding from the previous year.

As an annual operating client, this organization will provide a full application next year for review by an assessment panel of the Arts Advisory Council.

2022 Operating Grant Recommendations - Applicant Summary

	Org's jurisdiction:	2021 Grant	2022 Request	2022 Grant Recommended
SNAFU DANCE THEATRE	Victoria	14,500	17,000	14,500

Background/description

SNAFU creates collaborations with multi-disciplinary artists in dance, theatre, storytelling, puppetry, live music, and visual art. They create unexpected spectacles in unusual spaces, including bike trails, public washrooms, theatres, art galleries, fields, heritage sites, parking garages, schools and prisons.

Co-artistic directors: Ingrid Hansen, Kathleen Greenfield

Board: 5 members, Mercedes Batiz Benet, President

Comments on the Recommendation

This is one of 18 applicants assessed below the top-scoring cohort but above the satisfactory level, warranting the application of the principle that consistent performance merited consistent funding. This organization is recommended for a level of funding equal to the previous year.

As an annual operating client, this organization will provide a full application next year for review by an assessment panel of the Arts Advisory Council.

2022 Operating Grant Recommendations - Applicant Summary

	Org's jurisdiction:	2021 Grant	2022 Request	2022 Grant Recommended
STORY THEATRE	Victoria	40,000	40,000	40,000

Background/description

Story Theatre originated in 1980/81 as a Kaleidoscope Theatre summer program in Victoria libraries. The company performs narrative theatre for young people, primarily in schools in BC as well as other parts of Canada. The performers are, for the most part, emerging or young artists, many are graduates of the University of Victoria Theatre program or the Canadian College of the Performing Arts.

Artistic Producer: Erica Petty

Board: 5 members, Kate Wallace, President

Comments on the Recommendation

This is one of 18 applicants assessed below the top-scoring cohort but above the satisfactory level, warranting the application of the principle that consistent performance merited consistent funding. This organization is recommended for a level of funding equal to the previous year.

Note: This organization did not request an increase in support from the previous year.

As an annual operating client, this organization will provide a full application next year for review by an assessment panel of the Arts Advisory Council.

2022 Operating Grant Recommendations - Applicant Summary

	Org's jurisdiction:	2021 Grant	2022 Request	2022 Grant Recommended
THEATRE INCONNU	Victoria	27,500	29,000	27,500

Background/description

Theatre Inconnu was co-founded in 1978. In spring 2004, Theatre Inconnu established itself as the resident theatre company at the Fernwood (Community Association) Little Hall producing 5-7 plays per season. They focus on local production often employing graduating and current students from UVic or the Canadian College Of Performing Arts.

Founding Artistic Director and General Manager: Clayton Jevne
Board: 8 members, Laurie Rubin, President

Comments on the Recommendation

This is one of 18 applicants assessed below the top-scoring cohort but above the satisfactory level, warranting the application of the principle that consistent performance merited consistent funding. This organization is recommended for a level of funding equal to the previous year.

As an annual operating client, this organization will provide a full application next year for review by an assessment panel of the Arts Advisory Council.

2022 Operating Grant Recommendations - Applicant Summary

	Org's jurisdiction:	2021 Grant	2022 Request	2022 Grant Recommended
THEATRE SKAM	Victoria	39,000	80,000	40,800

Background/description

Theatre SKAM began as a collective of Victoria artists creating new work and presented its first production in 1995, incorporating two years later. The company presents alternative, contemporary theatre and is known for its use of unusual performance spaces which have included a café, a loading dock, a pick-up truck, Esquimalt's Macaulay Point Park and the Galloping Goose Trail. Its most recent success is the Pop-Up Theatre, an 8 to 10 seat theatre house in a truck that can accommodate live performance or projections. The primary focus is presenting to Greater Victoria audiences using local artists, however they have also toured to Vancouver, the BC interior and Toronto.

Artistic and Managing Producer: Matthew Payne
General Manager: Anne Taylor
Board: 10 members, Sarah Webb, President

Comments on the Recommendation

This is one of the 13 applicants assessed in top-scoring cohort. This exemplary performance, according to the assessment criteria, merits increased investment. This organization is recommended for an increase in funding from the previous year.

As an annual operating client, this organization will provide a full application next year for review by an assessment panel of the Arts Advisory Council.

2022 Operating Grant Recommendations - Applicant Summary

	Org's jurisdiction:	2021 Grant	2022 Request	2022 Grant Recommended
VICTORIA ARTS COUNCIL	Victoria	24,000	40,000	24,000

Background/description

The VAC is one of about 70 community arts councils in BC that are funded through the BC Arts Council to support the arts (particularly in rural communities). In 2018, the organization re-branded itself as the Victoria Arts Council and is now based in Victoria on Store Street.

Executive Director: Kegan McFadden

Board: 7 members, Colette Baty, President

Comments on the Recommendation

This is one of 18 applicants assessed below the top-scoring cohort but above the satisfactory level, warranting the application of the principle that consistent performance merited consistent funding. This organization is recommended for a level of funding equal to the previous year.

As an annual operating client, this organization will provide a full application next year for review by an assessment panel of the Arts Advisory Council.

2022 Operating Grant Recommendations - Applicant Summary

	Org's jurisdiction:	2021 Grant	2022 Request	2022 Grant Recommended
VICTORIA BAROQUE PLAYERS	Victoria	9,550	10,000	9,550

Background/description

The Victoria Baroque Music Society supports the activities of the Victoria Baroque Players who provide performances of music from the Baroque to classical periods, played on period instruments. The organization produces about five main stage performances per year throughout, and outside of, the CRD. The organization differs from the Early Music Society (current operating grant recipient) in that it is an ensemble whose core members live on Vancouver Island. The organization also provides workshops for local students and adults. VBMS received Operating funding for the first time in 2020.

Artistic Director: Soile Stratkauskas

Board: 11 members, Ralph Huenemann, President

Comments on the Recommendation

This is one of 18 applicants assessed below the top-scoring cohort but above the satisfactory level, warranting the application of the principle that consistent performance merited consistent funding. This organization is recommended for a level of funding equal to the previous year.

As an annual operating client, this organization will provide a full application next year for review by an assessment panel of the Arts Advisory Council.

2022 Operating Grant Recommendations - Applicant Summary

	Org's jurisdiction:	2021 Grant	2022 Request	2022 Grant Recommended
VICTORIA CHILDREN'S CHOIR	Victoria	13,930	18,000	13,930

Background/description

Victoria Children's Choir provides choral training and performance opportunities for children between the ages of 9 and 16. There are 3 choirs providing training in musical theory, ear training and sight reading:

- 1) The Recital Choir (ages 10 to 12) auditioned ensemble builds on existing vocal interests and talents.
- 2) The Concert Choir (12 and older) for those with a practiced understanding and love of choral music; students study challenging pieces as they master their vocal abilities. Concert Choir instruction is designed to achieve an international-standard of singing.
- 3) The Prelude Choir (ages 7-9) non-auditioned, introduction and development of early singing skills.

Artistic Director: Teodora Georgieva

Executive Director: Carla Tadla

Board: 8 members plus two ex officio; Catherine Fouracre, President

Comments on the Recommendation

This is one of 18 applicants assessed below the top-scoring cohort but above the satisfactory level, warranting the application of the principle that consistent performance merited consistent funding. This organization is recommended for a level of funding equal to the previous year.

As an annual operating client, this organization will provide a full application next year for review by an assessment panel of the Arts Advisory Council.

2022 Operating Grant Recommendations - Applicant Summary

	Org's jurisdiction:	2021 Grant	2022 Request	2022 Grant Recommended
VICTORIA CONSERVATORY OF MUSIC	Victoria	55,000	55,000	55,000

Background/description

The Victoria Conservatory of Music is housed in a renovated church with 50,000-square-feet of offices, classrooms, studios and two concert halls used for public presentations. They also have agreements for use of the Metro Theatre which is a space leased to and managed by Intrepid Theatre. VCM has five inter-related, distinct enterprises – a community school, a professional music school, a summer school, a music therapy centre, and a public presentation enterprise ("VCM Presents"). The latter is the only aspect of VCM operations that is eligible for CRD Operating support. VCM is the only operating client who represents only a portion of their overall activities in their CRD budget pages, to break out the eligible programming from the training aspects.

CEO: Jane Butler McGregor (retiring in August 2022)

Dean and Chief Artistic Officer: Stephen Green

Board: 16 members, Shannon von Kaldenberg, Chair

Comments on the Recommendation

This is one of 18 applicants assessed below the top-scoring cohort but above the satisfactory level, warranting the application of the principle that consistent performance merited consistent funding. This organization is recommended for a level of funding equal to the previous year.

Note: This organization did not request an increase in support from the previous year.

As a multiyear operating client, this organization will provide an interim report next year for review by staff.

2022 Operating Grant Recommendations - Applicant Summary

	Org's jurisdiction:	2021 Grant	2022 Request	2022 Grant Recommended
VICTORIA FILM FESTIVAL	Victoria	44,500	50,000	47,170

Background/description

Founded in 1995 as part of the Cinevic Society of Independent Filmmakers and incorporated as a separate non-profit society in 1998. The organization presents an annual film festival as well as other similar events that include the free-B Film Festival, the Foodie Film Festival, various youth programming, workshops and school programs. It also runs the Vic Theatre, a movie theatre that acts as a festival venue as well as having year-round operations.

Festival Director: Kathy Kay

Board: 6 members, Daniel McDonagh, President

Comments on the Recommendation

This is one of the 13 applicants assessed in top-scoring cohort. This exemplary performance, according to the assessment criteria, merits increased investment. This organization is recommended for an increase in funding from the previous year.

As a multiyear operating client, this organization will provide an interim report next year for review by staff.

2022 Operating Grant Recommendations - Applicant Summary

	Org's jurisdiction:	2021 Grant	2022 Request	2022 Grant Recommended
VICTORIA JAZZ SOCIETY	Victoria	63,000	70,000	66,800

Background/description

The society presents an annual 10-day jazz festival in late June/early July. Prior to 2009 the festival was called "JazzFest International," but re-named "TD Victoria International JazzFest" to recognize a long-term sponsor. Since 1995, VJS has also produced the 3-day Vancouver Island Blues Bash on Labour Day weekend and a concert series from October to April, as well as various workshop/clinics aimed at young musicians.

Executive/Artistic Director and Festival Producer: Darryl Mar

Board: 9 members, Fabian Wolk, President

Comments on the Recommendation

This is one of the 13 applicants assessed in top-scoring cohort. This exemplary performance, according to the assessment criteria, merits increased investment. This organization is recommended for an increase in funding from the previous year.

As a multiyear operating client, this organization will provide an interim report next year for review by staff.

2022 Operating Grant Recommendations - Applicant Summary

	Org's jurisdiction:	2021 Grant	2022 Request	2022 Grant Recommended
VICTORIA ON STAGE	Esquimal	21,500	50,000	21,500

Background/description

A community-based, volunteer organization that has produced and presented a range of musical theatre, focussing in recent years on popular musical theatre including Broadway shows and Gilbert and Sullivan. It began at the Royal Theatre but moved to the McPherson Playhouse in 1965. Typically, two musical theatre productions are presented per year. The organization owns a warehouse space that functions as rehearsal hall, office, storage and scene shop.

Board: 9 members, Francesca Bitonti, President

Comments on the Recommendation

This is one of 18 applicants assessed below the top cohort but above the satisfactory level, warranting the application of the principle that consistent performance merited consistent funding. This organization is recommended for a level of funding equal to the previous year.

As an annual operating client, this organization will provide a full application next year for review by an assessment panel of the Arts Advisory Council.

2022 Operating Grant Recommendations - Applicant Summary

	Org's jurisdiction:	2021 Grant	2022 Request	2022 Grant Recommended
VICTORIA SHAKESPEARE SOCIETY	Victoria	20,000	20,000	20,000

Background/description

The GVSF launched in 2003 with one production in Centennial Square. In 2004 it moved to St. Ann's Academy with two productions and in 2005 moved to the grounds of Camosun College. Since 2007 the Society has returned to a two play season and now also performs one of the plays over one weekend in Esquimalt at Saxe Point Park, in cooperation with the Township Community Arts Council.

Artistic Director: Karen Lee Pickett
Board: 5 members, Cam Culham, President
4 member Advisory Board

Comments on the Recommendation

This is one of the 13 applicants assessed in top-scoring cohort. This organization is recommended for a level of funding equal to the previous year.

Note: This organization did not request an increase in support from the previous year.

As an annual operating client, this organization will provide a full application next year for review by an assessment panel of the Arts Advisory Council.

2022 Operating Grant Recommendations - Applicant Summary

	Org's jurisdiction:	2021 Grant	2022 Request	2022 Grant Recommended
VICTORIA SYMPHONY	Victoria	398,400	425,000	407,400

Background/description

A 40 piece orchestra presenting an annual program of classical music. Programming includes various components featuring symphonic music in the genres of classical, new music and pops. Since 2017, the Music Director has been Christian Kluxen. In October 2020, Matthew White, previously Executive and Artistic Director of the Early Music Vancouver (EMV), became CEO.

CEO/Executive Director: Matthew White

Music Director: Christian Kluxen

Board: 13 members + 2 Orchestra reps; Alan Hollingworth, President

Comments on the Recommendation

This is one of the 13 applicants assessed in the top-scoring cohort. This exemplary performance, according to the assessment criteria, merits increased investment. This organization is recommended for an increase in funding from the previous year.

As a multiyear operating client, this organization will provide an interim report next year for review by staff.