CRD

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ARTS COMMISSION
Notice of Meeting on **Wednesday, May 25, 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

AGENDA

1. Territorial Acknowledgement

2. Approval of Agenda

3. Adoption of Minutes of April 27, 2022

   Recommendation: That the April 27, 2022, minutes of the Arts Commission be adopted as read.

4. Chair's Remarks

5. Presentations/Delegations

   5.1. Doug Jarvis, ProArt Alliance, re: Greater Victoria Regional Arts Awards Funding Request

6. Commission Business

   6.1. Arts Advisory Council Update

      6.1.1. Arts Advisory Council Chair's Report
      6.1.2. Arts Advisory Council Minutes for Information, May 10, 2022
      6.1.3. Arts Advisory Council *Activities by Council Summary,* May 10, 2022

   6.2. Greater Victoria Regional Arts Awards Funding Request from ProArt Alliance

      Recommendation: That $6,000 be provided from the Arts and Culture Support Service operating budget, using the operating reserve if necessary, to ProArt Alliance of Greater Victoria to support the 2022 Greater Victoria Regional Arts Awards to convene and celebrate the CRD arts community with $5,000 dedicated to funding the CRD Arts Commission Regional Impact Award and $1,000 dedicated to supporting the production of the event.

   6.3. 2022 Equity and Incubator Grant Recommendations

      Recommendation: The Arts Advisory Council recommends to the Arts Commission:
      That the 2022 Equity Grant recommendations be approved as presented.

   6.4. 2022 IDEA Grant Recommendations

      Recommendation: The Arts Advisory Council recommends to the Arts Commission:
      That the 2022 IDEA Grant recommendations be approved as presented.

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

6.5. Equity, Diversity and Inclusion Implementation, Phase 2 and Phase 3

Recommendation: The Arts Advisory Council recommends to the Arts Commission:
1. That the Phase 2 modifications of the EDI Implementation Framework for Operating Grants be implemented for the 2022 application intake.
2. That the Phase 3 modifications of the EDI Implementation Framework for process, budget and outreach be implemented throughout 2022 and 2023, as applicable to each initiative.
3. That up to $39,000 from the Operating Reserve Fund of the CRD Arts and Culture Support Service be made available annually for expenses related to implementing Phase 3 initiatives.

6.6. Outreach Update

6.7. 2023 Service Plan and Budget Timeline Implications

Recommendation: That staff be directed to follow the timeline as set out in the Financial Plan Preparation Guidelines that have been approved by the CRD Board and to prepare a service plan and budget for review by the Arts Commission in September 2022 to be considered as part of the recommended changes for the final budget package.

7. New Business

8. Adjournment

Next Meeting: June 22, 2022

CRD

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Minutes of a Meeting of the ARTS COMMISSION
Held Wednesday, April 27, 2022, in Room 488, 625 Fisgard St., Victoria, BC

Present: **Members:** J. Loveday (Chair); **Electronic Participation:** C. Green, L. Hundleby, D. Lajeunnesse, G. Lemon, C. Plant, K. Roessingh
Staff: N. Chan, Chief Financial Officer; Chris Gilpin, Manager, Arts Development Service; V. Jeevanandam, Community Outreach Coordinator; N. More, Senior Administrative Secretary (recorder)
Also Present:, **Arts Advisory Council:** J. Verano, Chair (Electronic Participation)
Absent: S. Epp, W. Gardner

The meeting was called to order at 4:02 pm.

1 Territorial Acknowledgement

2 Approval of Agenda

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

CARRIED

3 Adoption of Minutes

MOVED by Member Roessingh, **SECONDED** by Member Green,
That the minutes of the March 23, 2022, Arts Commission be adopted with the following correction on page 4: Member Hundleby returned to the meeting.

CARRIED

4 Chair's Remarks

The Chair recognized the work of the Arts Advisory Council and remarked on the increase in grant applications and the return of arts events and arts events audiences. There was ambitious work ahead, important grants that are fueling the uptick in events, and important equity, diversity and inclusion (EDI) work. Staff and the EDI subcommittee are working hard on this, perhaps the most important and lasting work of this Commission, in terms of this sitting of the body, so we must keep our focus on the items of work that are underway.

5 Presentations/Delegations There were none.

6 Commission Business

6.1 Arts Advisory Council Chair's Report (Verbal)

Chair Verano reported on the work of the Arts Advisory Council and EDI subcommittee.

6.2 Equity, Diversity and Inclusion (EDI) Implementation Framework (Verbal)

C. Gilpin reported on implementation of the EDI Framework since January 2022 approval of the Framework.

6.3 2023 CRD Budget Planning Process

C. Gilpin provided highlights of the report. CFO Chan spoke to the report, with a summary of the process during a local general election year. The Commission sought clarification on the effects of the compressed budget timeline.

MOVED by Member Plant, **SECONDED** by Member Hundleby,
That staff be directed to report back to the Arts Commission at the May 2022 meeting on the implications and possible next steps of reviewing service planning and budget levels so that the Arts Commission could provide feedback that would be considered in the CRD provisional budget.

CARRIED

6.4   Plan for Future Arts Champions Summits

C. Gilpin provided highlights of the report.

MOVED by Member Plant, **SECONDED** by Member Roessingh,
1.   That staff be directed to begin planning the next Arts Champions Summit, together with an Advisory Planning Committee of arts community members, to be held in spring 2023 with the main purpose of informing the next Arts and Culture Support Service strategic plan.
2.   That the timing of subsequent Arts Champions Summits be determined by the Arts Commission after receiving the report from the 2023 Summit.
3.   That staff be directed to continue to develop opportunities to convene and celebrate the arts through partnerships and through other channels.

CARRIED

6.5   Grant Applicant Support

V. Jeevanandam provided highlights of the report. The Commission commented on the supportive environment provided by staff to applicants and potential applicants. The Commission discussed the benefit of adding this topic to regular or annual reporting.

MOVED by Member Roessingh, **SECONDED** by Member Green,
That staff be directed to continue to implement robust grant application support and outreach activities, continuously refining and improving materials and presentations in response to community feedback.

CARRIED

7   Adjournment

MOVED by Member Hundleby, **SECONDED** by Member Green,
That the meeting be adjourned at 5:19: p.m.

CARRIED

_____
CHAIR

_____
RECORDER

CRID MEMO

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ARTS ADVISORY COUNCIL

To: Chair Loveday and Members, Arts Commission

From: Joanna Verano, Chair, Arts Advisory Council

Date: Meeting of May 25, 2022

Re: **Arts Advisory Council Chair's Report to the Arts Commission**

I regret that I am unable to join the meeting due to travel plans. In lieu of my attendance, I respectfully submit this written report that shares an overview of the work that the Arts Advisory Council has been engaged with in the last few weeks.

It has been a very busy time and I would like to express my utmost appreciation for the support that the council receives from the staff. The Arts Advisory Council had a very productive meeting earlier this month, with a lot of great discussion on key priorities that you will be presented with at this meeting. I would also like to thank Chair Loveday for attending our last meeting as a guest. It was a pleasure having him join us and for the council members have the opportunity to meet him.

GRANT ADJUDICATION

- All Arts Advisory Council members participated on adjudication teams this spring – reading and assessing grant applications for the Equity and IDEA Grants. This is an essential part of the council's work, and it has been great to see the level of thoughtfulness and rigour in the conversations that have taken place during application reviews. We know organizations put a lot of time and resources into their applications and we always endeavor to honour that work through our assessments.

- Funding recommendations for the Equity Grants and IDEA Grants will be presented at this meeting. There were no applications received for Incubator Grants, which may be due to fewer organizations starting up during these volatile years of pandemic-related restrictions.

EDI SUBCOMMITTEE

- During the May meeting of the Arts Advisory Council, we reviewed and unanimously endorsed Phase 2 and Phase 3 of the EDI Implementation Framework.

  o Phase 2 policy proposals will make important changes in the way that we assess Operating Grants. The proposed changes will benefit all organizations by encouraging them to tell us more about how they are approaching EDI in the context of their organization, their art form, and their community. This will look different in the context of a big arts institution than in a small grass-roots organization and we have both of those in our operating client pool, as well as everything in-between. That's the importance of having open-ended questions,

while at the same time asking for detailed examples and specific actions, which the AAC requested the EDI questions include.

o   Phase 3 policy proposals make all of our processes more accessible to people who face barriers in participating. This builds on some of the good work done at the last Arts Champions Summit (for instance, ASL interpretation). We're also looking at how we can improve our reporting to the sector on who benefits from our funding.

o   In Phase 3, we are also looking at ways to optimize any future budget lifts so that they have the maximum impact, although we understand that budget planning goes through a separate process each year, subject to approval by the Arts Commission. We're recommending that the Equity Grant budget be doubled so that it can also have a higher maximum request amount. And, in line with the direction the Arts Commission provided for Budget 2021, we're recommending implementing a default approach of prioritizing funding increases for new Operating Grant applicants and project-based grants.

Thank you as always for your careful consideration of these proposals. Everything we do is in the support of the arts sector, which makes our region more vibrant, creative, and liveable.

ARTS ADVISORY COUNCIL

**Minutes of a Meeting of the CRD Arts Advisory Council
Tuesday, May 10, 2022 at 5:00-6:00 pm
Via Video Conference**

AAC Members:	W. Greaves, C. Haska, C. Heiman, A. Hershberg, E. Matheson, J. Verano
Arts & Culture Staff:	C. Gilpin, Manager, V. Jeevanandam, Community Outreach Coordinator, H. Heywood, Admin Assistant (recorder)
Regrets:	C. Caravaca, R. Ditor
Guests:	C. Charles Wherry, Councillor Loveday

1. **Territorial Acknowledgement:** J. Verano gave the Territorial Acknowledgement

2. **Approval of Agenda**

   MOVED by C. Heiman, **SECONDED** by C. Haska, to approve the agenda as circulated.

3. **Adoption of Minutes:**

3.1 **MOVED** by W. Greaves, **SECONDED** by C. Heiman, that the minutes of the Arts Advisory Council meeting on 2022/03/01 be approved as circulated.

   CARRIED

3.2 The minutes of the Arts Commission meetings on 2022/03/23 and 2022/04/27 were received for information.

4. **Chair's Remarks**

4.1 **Arts Advisory Council Chair**

   J. Verano welcomed guests Councillor Loveday, Arts Commission Chair, and C. Charles Wherry, a member of the EDI sub-committee and thanked them for attending.
   The Chair also thanked those AAC members who worked on the Equity, Incubator and IDEA grant adjudications. Staff who provided the background work and research to assist the EDI sub-committee to move forward with the next phases in the EDI Implementation, as well as the community consultation which will be discussed later in the agenda.

   The Chair remarked on the AAC vacancies currently being promoted.

   It was noted that the next Arts Summit was discussed at the April Arts Commission meeting which will be held in spring 2023. Planning will include input from an advisory committee.

   The June Arts Advisory Council meeting will be in-person, followed by a social event. Chair Verano will follow up with more details and welcomed input.

4.2 Arts Commission Chair

Councillor Loveday, thanked the AAC on behalf of the Arts Commission, recognizing the amount of work that goes into all the grant adjudications which is greatly appreciated. As well, the Arts Commission appreciates the work and leadership of the EDI sub-committee. Going forward, he invited members to contact him with any questions or input.

5. Manager's Report

C. Gilpin remarked on the four AAC vacancies noting staff will send members a link to the applicant information to share with their networks. The deadline for applications is May 31st.

All members who have been involved in the grant adjudications to date were thanked for their work. January project grants are complete and payments have been made; Equity and IDEA grants have been adjudicated and will be discussed later in the meeting. At the April project grant deadline, 36 applications were received. This is the second highest number of applications at an intake and the highest number at an April intake, an indication of increased activity as COVID restrictions have eased.

In an election year, the CRD budgeting process must be completed two months earlier than a non-election year. The Arts Commission has asked staff to look at the implications of preparing the Arts budget earlier, in order to provide an opportunity for their input.

6. Outreach Update

V. Jeevanandam referred to the attached staff report and appendices and provided a summary of the supports and processes in place to assist grant applicants. In response to questions, members were advised that ASL interpretation and a Glossary are available on the Arts & Culture website. Councillor Loveday noted that the report was initially requested by the Arts Commission to provide a summary of all the outreach work currently being done.

7. Grant Recommendations

7.1 Equity Grant Recommendations

C. Gilpin provided an overview of the staff report for Equity and Incubator grant recommendations. As a result of the expanded eligibility through the EDI Phase 1 modifications, the number of Equity applications is higher than past intakes. No Incubators grant applications were received at this intake.

MOVED by C. Heiman, **SECONDED** by W. Greaves, that the Arts Advisory Council recommends to the Arts Commission: That the 2022 Equity Grant recommendations be approved as presented.

<div align="right">

CARRIED

</div>

7.2 IDEA Grant Recommendations

C. Gilpin summarized the staff report including the purpose of the program. Eighteen applications were received, six being new. One application's project was deemed ineligible. E. Matheson was Chair for this committee. Through the adjudication process, 16 applications were recommended for funding.

MOVED by C. Haska, **SECONDED** by A. Hershberg, that the Arts Advisory Council recommends to the Arts Commission: That the 2022 IDEA Grant recommendations be approved as presented.

<div align="right">**CARRIED**</div>

8. Equity, Diversity, Inclusion

8.1 Implementation: Phase 2 and Phase 3

C. Gilpin summarized the EDI Implementation work to date, including results of Phase 1 modifications already implemented and the rationale for proposed modifications in Phase 2 for Operating Grants, and Phase 3 budget implications.

As directed by the EDI sub-committee, staff conducted groundtruthing of the Phase 2 modifications through consultations with four Operating grant recipients. A preview of the revised Guidelines and application forms were reviewed by each organization and overall, the changes were well received. Some of the feedback included small refinements to language and have been incorporated as presented.

Members discussed the modifications and agreed by consensus, to amend the EDI application questions, 5, 7, and 13, by adding the request for detailed examples and specific actions.

MOVED by W. Greaves, **SECONDED** by E. Matheson, the Arts Advisory Council recommends to the Arts Commission:

1. That the Phase 2 modifications of the EDI Implementation Framework for Operating Grants be implemented, as amended, for the 2022 application intake
2. That the Phase 3 modifications of the EDI Implementation Framework for process, budget, and outreach be implemented throughout 2022 and 2023, as applicable to each initiative.
3. That up to $39,000 from the Operating Reserve Fund of the CRD Arts and Culture Support Service be made available annually for expenses related to implementing Phase 3 initiatives.

9. ABCs

Activities attended by Council were discussed for information.

10. Correspondence - none

11. Adjournment

MOVED by W. Greaves, **SECONDED** by C. Heiman, that the meeting adjourn at 6:31 pm.

<div align="right">**CARRIED**</div>

Arts Advisory Council Meeting – Tuesday, May 10, 2022

ABC'S (Activities by Council Summary)

AAC members recently attended the following events in the region:

Ballet Victoria - Heart Strings

Belfry Theatre: Sexual Misconduct of the Middle Classes

Blue Bridge Theatre - I, Claudia

Civic Orchestra – American Perspectives

Dance Victoria's presentation of Ballet BC's Reveal + Tell

Greater Victoria Performing Arts Festival - Strings Adjudication

Island Show Choir performance for the Show Choir Canada Championship

Luna Fest (short film festival)

Pacific Opera Victoria - Don Giovanni

Victoria Conservatory of Music - Mother's Day Garden Tour

Victoria Symphony - Goodyear Plays Shostakovich

Victoria Symphony – New Concert

**REPORT TO ARTS COMMISSION
MEETING OF WEDNESDAY, MAY 25, 2022**

SUBJECT   **Greater Victoria Regional Arts Awards Funding Request from ProArt Alliance**

ISSUE SUMMARY

The ProArt Alliance of Greater Victoria has submitted a funding request to the Arts Commission for a one-time $6,000 grant to support the Greater Victoria Regional Arts Awards.

BACKGROUND

In 2018, the ProArt Regional Arts Awards were launched by the ProArt Alliance of Greater Victoria with the PARC Retirement Living Mid-Career Artist Award.

In 2019, the event grew to three awards.

In 2020, the event was renamed the Greater Victoria Regional Arts Awards and grew to seven awards, including the inaugural CRD Arts Commission Regional Impact Award. It took place as an entirely online event, due to COVID-19 gathering restrictions.

In 2021, the event had a hybrid presentation, due to COVID-19 gathering restrictions, with an in-person component hosted at the Mary Winspear Centre in Sidney.

IN 2022, the event will include an in-person gathering on September 29 at the Powerhouse in Victoria (2110 Store St.) and an online streaming option.

Funding History

Greater Victoria Regional Arts Awards has received funding from multiple sources, including local businesses, City of Victoria, and Victoria Foundation. CRD Arts & Culture has supported the event since 2020 through funding the CRD Arts Commission Regional Impact Award (see Table 1).

Table 1. Funding for Greater Victoria Regional Arts Awards

Year	Funding from CRD Arts & Culture
2020	$5,000
2021	$5,000
2022	TBD ($6,000 request)

This year, ProArt Alliance is requesting $5,000 for the CRD Arts Commission to sponsor its award and an additional $1,000 to assist with the production of the event.

ALTERNATIVES

Alternative 1

That $6,000 be provided from the Arts and Culture Support Service operating budget, using the operating reserve if necessary, to ProArt Alliance of Greater Victoria to support the 2022 Greater Victoria Regional Arts Awards to convene and celebrate the CRD arts community with $5,000 dedicated to funding the CRD Arts Commission Regional Impact Award and $1,000 dedicated to supporting the production of the event.

Alternative 2
That this report be referred back to staff for additional information.

IMPLICATIONS

Alignment with CRD Arts & Culture Strategic Plan

Supporting the 2022 Greater Victoria Regional Arts Awards aligns with initiative 1c in the Arts & Culture Support Service strategic plan, to "[f]acilitate dialogue and celebrate the arts through convening opportunities".

Service Delivery Implications

This initiative is delivered through a partnership with ProArt Alliance of Greater Victoria who handle all aspects of award nominations and event production. Continuing to support the award named for the CRD Arts Commission would be aligned with the CRD Arts and Culture Support Service mission to "Support, promote, and celebrate the arts".

Financial Implications

The operating reserve is intended for pilot programs or initiatives of an ad hoc nature. The operating reserve fund accumulates from any annual surplus in the CRD Arts & Culture budget. The unallocated operating reserve, as of March 10, 2022, was $285,205. Since then, up to $6,000 was allocated to support CreativeMornings, which means $279,205 is available.

CONCLUSION

The Arts Commission has received a funding request from the ProArt Alliance of Greater Victoria for a one-time grant of $6,000 to support the Greater Victoria Regional Arts Awards with $5,000 to be dedicated the CRD Arts Commission Regional Impact Award and $1,000 to be dedicated to supporting the production of the event. The Arts Commission has funded this award in its name for the previous two years. The staff report recommends a grant in the full amount of the request.

RECOMMENDATION

That $6,000 be provided from the Arts and Culture Support Service operating budget, using the operating reserve if necessary, to ProArt Alliance of Greater Victoria to support the 2022 Greater Victoria Regional Arts Awards to convene and celebrate the CRD arts community with $5,000 dedicated to funding the CRD Arts Commission Regional Impact Award and $1,000 dedicated to supporting the production of the event.

Submitted by:	Chris Gilpin, Manager, Arts & Culture Support Service

ATTACHMENT(S)

Appendix A: Letter from ProArt Alliance of Greater Victoria, 5 May 2022, re: Greater Victoria Regional Arts Awards

1609 Blanshard Street, Unit 2
Victoria, BC, V8W 2J5
www.proartalliance.ca
info@proartalliance.ca
250-858-3079

Jeremy Loveday
Chair, Arts Commission
CRD Arts & Culture Support Service
625 Fisgard Street
Victoria, BC V8W 1R7

May 5, 2022

RE: Request for Impact Award sponsorship, Greater Victoria Regional Arts Awards 2022

Dear Jeremy,

On behalf of the ProArt Alliance member organizations and the regional arts community I would again like to thank you and CRD Arts Commission for your sponsorship of the *CRD Arts Commission Regional Impact Award* that was presented at last year's 2021 Greater Victoria Regional Arts Awards program. ProArt appreciates the Art Commissions support of the awards program and recognize our shared goal to highlight the outstanding work that arts organizations are doing in the region and to celebrate the impact that arts and culture has on the health and wellbeing of the citizens of the Capital Region.

ProArt is pleased to announce that we will be hosting the Greater Victoria Regional Arts Awards Program again this year and invite the Arts Commission to sponsor a 2022 *CRD Arts Commission Regional Impact Award*. For this year's awards program we are moving towards a full participant and audience in-person event, with an online video component, to take place on Thursday, September 29, 2022, at the Powerhouse, 2110 Store St, Victoria. This facility provides flexibility for hosting an in-person event as we will be observing any necessary health and safety regulations applicable at that time.

To facilitate the presentation of the *CRD Arts Commission Regional Impact Award* this year ProArt is requesting that CRD Arts Commission:

- Sponsor the *2022 CRD Arts Commission Regional Impact Award* and fund the award with a $5,000 cash prize.
- Provide a $1,000 cash contribution towards the operating costs of the awards program.
- Promote the 2022 awards program by sharing of the nomination package, deadlines and process, event dates and details, and the resulting outcome of the awards program and recipients through your communications and social media programs.

Please join us in the continued acknowledgement and celebration of the outstanding work that is produced, engaged, and supported in the Capital Region. Let me know if you have any questions and we look forward to working with you again towards this year's awards program.

All the best,

Doug Jarvis
Administrator
ProArt Alliance of Greater Victoria
info@proartalliance.ca

REPORT TO ARTS ADVISORY COUNCIL
MEETING OF TUESDAY, MAY 10, 2022

SUBJECT   **2022 Equity and Incubator Grant Recommendations**

ISSUE SUMMARY

The adjudication committee for the 2022 Equity and Incubator grants has completed its work and made its recommendations for approval by the Arts Advisory Council and Arts Commission.

BACKGROUND

As per Bylaw No. 2973, the Arts Advisory Council is responsible for adjudicating funding programs for the Arts and Culture Support Service. Section 5 of the Bylaw states: "The Council shall act as an arm's length adjudicating body for the Arts Development Funding Programs[1]." The Arts Advisory Council fulfills this role through its adjudication committees, which are composed of Council members and, if necessary, external appointees to the adjudication committee who bring perspectives or expertise that meet certain adjudication needs.

Equity Grants are intended to support applicants that face systemic barriers to accessing support through other CRD Arts and Culture Service funding programs. Equity Grants are unique among CRD funding programs as it allows a not-for-profit society to function as a "Sponsor Society", on behalf of an Equity applicant that is not itself a society.

2022 saw the highest number of applicants to the Equity Grant program in the past four years (see Table 1). This increase was directly attributable to the newly expanded eligibility of allowing CRD Operating Clients to sponsor projects, which accounted for three out of eight applications. In total, four applications came from first-time applicants and four from returning applicants.

Table 1. Equity Grant Program: Recent Funding History

Year	# of Applicants	# of Awards	Success Rate
2019	6	5	83%
2020	4	2	50%
2021	5	5	100%
2022	8	8	100%

Incubator Grants are intended to enhance 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. They are aimed at newly-founded or emerging organizations with an arts mandate.

No applications were received to the 2022 intake of the Incubator Grant program, as compared to two applications per year for the previous two years (see Table 2). This lack of applications could be due to a number of factors. Returning applicants account for the majority of applications in other CRD grant programs; however, in the Incubator Grant program, organizations tend to apply once for a capacity-building boost. In subsequent years, they apply for either Projects or

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[1] The Arts and Culture Support Service was originally known as the Arts Development Service.

Equity grants. The other possible factor is that the COVID-19 pandemic has increased uncertainty and made planning difficult for everyone, including arts groups. This uncertainty, in turn, makes such groups less likely to form new arts non-profit organizations. In short, it hasn't been a good time to start up a new arts organization, so there were fewer of them to incubate.

Table 2. Incubator Grant Program: Recent Funding History

Year	# of Applicants	# of Awards	Success Rate
2019	4	3	75%
2020	2	2	100%
2021	2	2	100%
2022	0	0	n/a

An adjudication committee of three Council members met in April 2022 via videoconference to consider the eight Equity Grant applications. The adjudicators' scores were averaged in a comparative assessment of each organization's proposal. Applications were discussed to ensure the scores reflected the information provided. The adjudicators assessed and scored each of the applications using a matrix that reflects the desired outcomes of the program in the areas of:

- The identified group or organization leading the project
- The proposed project
- The benefits and impacts for the group, their community and the regional community
- An understanding of the intended audience
- Partnerships or collaborations
- Budget and projected expenses and revenues

Scores were reviewed to ensure there was a consensus on the merits of the information provided. The scoring methodology provided a comparative assessment of the merits of each proposal relative to the program's published goals and intended outcomes.

All eight organizations are recommended for funding. Six applications are recommended for the full amount of their request. Two applications are recommended for an amount that is slightly reduced from their request due to minor concerns around the clarity on certain deliverables.

Modifications to the program guidelines and application forms of the Equity and Incubator grants programs were made in accordance with Phase 1 of the EDI Implementation Framework, as approved by the Arts Commission on January 26, 2022. The most noticeable immediate results of this modifications were: a.) high-quality responses on accessibility and working conditions in the grant application due to a new question, and b.) more applications to the Equity Grant program due to the expanded eligibility of Sponsor Societies to include CRD Operating Clients. There were several inquiries by CRD Operating Clients about acting as a Sponsor Society and, with more time to plan sponsorships, it would be reasonable to expect an increased number of applicants through this mechanism in future years.

ALTERNATIVES

Alternative 1
The Arts Advisory Council recommends to the Arts Commission:
That the 2022 Equity Grant recommendations be approved as presented.

Alternative 2
That this report be referred back to staff for additional information.

IMPLICATIONS

Ratification and approval of the recommendations will allocate $37,950 to the 2022 Equity Grant programs, which is slightly less than the amount of $40,000 in the preliminary 2022 budget for the Equity and Incubator grant programs. The unspent funds of $2,050 were allocated to augment the budget for the IDEA Grant program, consistent with budget procedures of previous intakes.

CONCLUSION

The adjudication committee has assessed all applications received at the 2022 Equity Grant deadline. The eight projects recommended for a grant will fulfil the desired purpose and outcomes of the Equity Grant program.

RECOMMENDATION

The Arts Advisory Council recommends to the Arts Commission:
That the 2022 Equity Grant recommendations be approved as presented.

Submitted by:	Chris Gilpin, MPA, Manager, Arts & Culture Support Service

ATTACHMENT(S)
Appendix A: 2022 Equity and Incubator Grant Recommendations and Summaries

2022 EQUITY Grant Recommendations

		Request	Grant Recommended
Organization	**Integrate Art**	5,000	4,500
Community	Racialized persons or people of colour		
Project Lead	**Rose Cortez**		
Event Location	Victoria		
Organization	**Intrepid Theatre**	4,700	4,700
Community	Indigenous; Racialized persons or people of colour; LGBTQ2; mental illness; newcomers and immigrants		
Project Lead	**Matilde Cervantes**		
Event Location	Saanich		
Organization	**Monoceros Education Society**	5,000	5,000
Community	Indigenous; LGBTQ2; physical disabilities; mental illness		
Project Lead	**Applicant Org.**		
Event Location	Esquimalt, Saanich, Sooke,		
Organization	**Oasis Society**	5,000	5,000
Community	Indigenous, physical disabilities; mental illness		
Project Lead	**Applicant Org.**		
Event Location	Victoria		
Organization	**Open Space**	5,000	5,000
Community	Racialized persons or people of colour, LGBTQ2, Muslim		
Project Lead	**Farheen Haq**		
Event Location	Victoria		
Organization	**SNIWWOC**	5,000	5,000
Community	Racialized persons or people of colour (Black)		
Project Lead	**Applicant Org.**		
Event Location	Victoria		
Organization	**Story Theatre**	5,000	3,750
Community	Racialized persons or people of colour; LGBTQ2; physical disabilities, mental illness		
Project Lead	**Tenyjah McKenna**		
Event Location	Victoria		
Organization	**Victoria Pride Society**	5,000	5,000
Community	2SLGTBQIA+		
Project Lead	**Applicant Org.**		
Event Location	Victoria		
	Total	39,700	37,950

2022 Equity Grant Recommendation Summary

Applicant	Integrate Art
Project Lead	Rose Cortez
Community	Racialized persons or people of colour
Project Title	Budhi Block Poetry Installation
Start Date	15/06/2022
Project Location	Victoria

Grant request: 5,000

Grant recommended: 4,500

Previous Funding (Project Lead):

2021, $5000 (returned)

Project Summary

Budhi Block Poetry Installation is a 2 Part Process-based Immersive & Interactive Poetry & Art installation experience prioritizing Wellness Narratives.

Budhi in my mother's tongue means Inner Voice, in Sanskrit Awakening, in Buddhism The Final Enlightenment, and in Yoga To learn to become conscious again.

Part 1: **Budhi Block Poetry** is inspired by Rose Cortez's professional and personal experiences as a Theatre Artist & Yoga Teacher.

Part 2: 44 pieces of **Budhi Block** made from recycled cedar that will be Interactive & Immersive process-based Art Installation/Creation with the Theatre, Arts & Wellness communities.

Comments on the recommendation

Overall, this proposal, which supports BIPOC artists, scored above a satisfactory level in the assessment, meriting support. While the project demonstrates significant potential benefits, the application had a low score on the question related to audience and participant groups, due to some vagueness in the details of the presentation format and required materials. For this reason, it is recommended for support at slightly lower than its request amount.

2022 Equity Grant Recommendation Summary

Applicant	**Intrepid Theatre**
Project Lead	Matilde Cervantes
Community	Indigenous; Racialized persons or people of colour; LGBTQ2; mental illness; newcomers
Project Title	Arts & Health: Interdisciplinary perspectives.
Start Date	Aug 23, 2022
Project Location	Saanich

Grant request:	4,700
Grant recommended:	4,700

Previous Funding (Project Lead):

New

Project Summary

An art exhibition for three weeks, 3 workshops, 3 lectures, and interactive activities (round tables, circles) which will include intergenerational activities.

Comments on the recommendation

New applicant to the program. This proposal would support the Global Pax Collective, through their project lead Matilde Cervantes Navarrete, whose membership focuses on newcomers to Victoria, LGBTQ2+, and BIPOC people and whose mandate focuses on intergenerational and multicultural artist perspectives. The application scored at a level meriting support for the requested amount.

Applicant	**Monoceros Education Society**
Project Lead	Applicant Org.
Community	Indigenous; LGBTQ2; physical disabilities; mental illness
Project Title	Queer Crafternoon
Start Date	June 2022
Project Location	Saanich, Victoria, Esquimalt, Sooke

Grant request:	5,000
Grant recommended:	5,000

Previous Funding (Project Lead):

2021, $5000

Project Summary

Queer Crafternoon provides free, low barrier, supportive crafting social events for the queer community, distributing craft kits in Greater Victoria and host themed crafting times online for people to learn new crafts and connect.

Comments on the recommendation

This proposal, developed for and by LGBTQ2+ youth, scored at a level meriting support for the requested amount.

2022 Equity Grant Recommendation Summary

Applicant Oasis Society

Project Lead Applicant Org.

Community Indigenous, physical disabilities; mental illness

Project Title Street Culture Project

Start Date June 1, 2022

Project Location Victoria

| Grant request: | 5,000 |
| Grant recommended: | 5,000 |

Previous Funding (Project Lead):

2018, $4000; 2021, $5000

Project Summary

Street Culture brings aspects of Indigenous culture (food, arts, dance) and healing to urban Indigenous persons experiencing homelessness and/or house in temporary housing.

Comments on the recommendation

This proposal, developed for urban Indigenous people experiencing homelessness or in precarious housing situations, scored at a level meriting support for the requested amount.

Applicant Open Space

Project Lead Farheen Haq

Community Racialized persons or people of colour, LGBTQ2, Muslim

Project Title Water Wisdom Workshops for BIPOC youth

Start Date June 2022

Project Location Victoria

| Grant request: | 5,000 |
| Grant recommended: | 5,000 |

Previous Funding (Project Lead):

New

Project Summary

The project is a series of three workshops (3-4 hours) to support youth & community in Lkwungen and WSANEC Territories (Victoria) to connect with water and create art work that reflects on water wisdom.

Comments on the recommendation

New applicant to the program. This proposal would support the Deesses Collective, through their project lead Farheen Haq, whose membership focuses on BIPOC women/femmes/non-binary artists and whose mandate focuses on creating art opportunities and positive spaces for queer BIPOC youth. The application scored at a level meriting support for the requested amount.

2022 Equity Grant Recommendation Summary

Applicant SNIWWOC

Project Lead Applicant Org.

Community Racialized persons or people of colour (Black)

Project Title Ribbon Skirt Making

Start Date July 2022

Project Location Victoria

Grant request:	5,000
Grant recommended:	5,000

Previous Funding (Project Lead):

New

Project Summary

The project is a month-long Ribbon Skirt making workshop, aimed torward Urban Indigenous Youth (15-24).

Comments on the recommendation

New applicant to the program. This proposal, developed for urban Indigenous youth, scored at a level meriting support for the requested amount.

Applicant Story Theatre

Project Lead Tenyjah McKenna

Community Racialized persons or people of colour; LGBTQ2; physical disabilities, mental illness

Project Title Artistic Catalyst for Black Creatives

Start Date June 15, 2022

Project Location Victoria

Grant request:	5,000
Grant recommended:	3,750

Previous Funding (Project Lead):

New

Project Summary

Based on consultation with Black Pledge Collective, Toronto, this project is to be an artistic catalyst that builds capacity, nurtures artistic practice within the Black community and makes public connections for the arts sector locally, through fostering an online community, a presentation for ProArt-Alliance about Black Pledge, and releasing an interview with Black Pledge online.

Comments on the recommendation

New applicant to the program. This proposal, developed for and by Black performing artists, scored above a satisfactory level in the assessment, meriting support. The project demonstrated strong potential to enhance capacity-building for both the Black artist community and the broader performing arts sector. The application scored low in the questions related to audience and participant groups as well as partnerships and collaborations, due to some vagueness on outcomes. For this reason, it is recommended for support at slightly lower than its request amount.

2022 Equity Grant Recommendation Summary

Applicant   **Victoria Pride Society**

Project Lead   Applicant Org.

Community   2SLGTBQIA+

Project Title   Victoria Pride Festival 2022

Start Date   June 24, 2022

Project Location   Victoria

Grant request:	5,000
Grant recommended:	5,000

Previous Funding (Project Lead):

New

Project Summary

The project includes two events: a curated, professional drag showcase featuring some of the best drag talent in Canada or in the world, and Pride in the Word, a literary event showcasing six storytellers.

Comments on the recommendation

New applicant to the program. This proposal, developed for and by the LGBTQ2+ community, was the top-scoring application, meriting support for the requested amount. The funded project activities focus specifically on two arts events that are part of the larger festival.

REPORT TO ARTS ADVISORY COUNCIL
MEETING OF TUESDAY, MAY 10, 2022

<u>**SUBJECT**</u>   **2022 IDEA Grant Recommendations**

<u>**ISSUE SUMMARY**</u>

The adjudication committee for the 2022 IDEA Grant program has completed its work and made its recommendations for approval by the Arts Advisory Council and Arts Commission.

<u>**BACKGROUND**</u>

As per Bylaw No. 2973, the Arts Advisory Council is responsible for adjudicating funding programs for the Arts and Culture Support Service. Section 5 of the Bylaw states: "The Council shall act as an arm's length adjudicating body for the Arts Development Funding Programs[1]." The Arts Advisory Council fulfills this role through its adjudication committees, which are composed of Council members and, if necessary, external appointees to the adjudication committee who bring perspectives or expertise that meet certain adjudication needs.

The IDEA Grant program supports and encourages initiatives by non-arts mandated organizations, or those that may not otherwise be eligible for other CRD programs, to develop and use arts initiatives in the delivery of their mandates.

2022 saw 18 applicants to the IDEA Grant program, which in line with intake numbers over the past four years (see Table 1).

Table 1. IDEA Grant Program: Recent Funding History

Year	# of Applicants	# of Awards	Success Rate
2019	16	13	81%
2020	18	13	72%
2021	18	13	72%
2022	18	16	89%

One application, from Harmony Project Sooke, was ruled ineligible by staff and did not proceed to adjudication. The application requested funding to subsidize tuition for arts training programs, which functioned exactly like scholarships, an ineligible expense in all CRD Arts programs.

An adjudication committee of three Council members met in April 2022 via videoconference to consider 17 eligible applications. The adjudicators' scores were averaged in a comparative assessment of each organization's proposal. Applications were discussed to ensure the scores reflected the information provided. The adjudicators assessed and scored each of the applications using a matrix that reflects the desired outcomes of the program in the areas of:

- Project description and how the need for the project was determined
- Key personnel

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[1] The Arts and Culture Support Service was originally known as the Arts Development Service.

- Fulfillment of the goals of the IDEA program
- Knowledge of the target audience
- Reasonableness of budget and projected expenses and revenues

The scoring methodology provided a comparative assessment of the merits of each proposal relative to the program's published goals and intended outcomes.

16 applications are recommended for funding. Two top-scoring applications are recommended for the full amount of their request. The remaining 14 funded applications are recommended for an amount that is reduced from their request due to scores that were not as high as the top two and a desire, on the part of the adjudication committee, to spread the funding to as many applicants as possible in order to activate more high-quality projects across the capital region. One application is not recommended for funding due to low scores and multiple other concerns (see Appendix A, Our Place Society summary page, for details).

Modifications to the program guidelines and application forms of the IDEA Grant program were made in accordance with Phase 1 of the EDI Implementation Framework, as approved by the Arts Commission on January 26, 2022. The most noticeable immediate results of these modifications were: a.) high-quality responses on accessibility and working conditions in the grant application due to a new question, and b.) more information on project benefits to equity-seeking groups and underrepresented arts and cultural practices, also due to a new question.

ALTERNATIVES

Alternative 1
The Arts Advisory Council recommends to the Arts Commission:
That the 2022 IDEA Grant recommendations be approved as presented.

Alternative 2
That this report be referred back to staff for additional information.

IMPLICATIONS

Ratification and approval of the recommendations will allocate $32,050 to applications to the 2022 IDEA Grant program, which is slightly more than the amount of $30,000 in the preliminary 2022 budget for the IDEA Grant program. The unspent funds from the Equity Grant program of $2,050 was allocated to augment the IDEA Grant budget, consistent with budget procedures of previous intakes.

CONCLUSION

The adjudication committee has assessed all eligible applications received at the 2022 IDEA Grant deadline. The 16 projects recommended for a grant will fulfil the desired purpose and outcomes of the IDEA Grant program.

RECOMMENDATION

The Arts Advisory Council recommends to the Arts Commission:
That the 2022 IDEA Grant recommendations be approved as presented.

Submitted by:	Chris Gilpin, MPA, Manager, Arts & Culture Support Service

ATTACHMENT(S)
Appendix A: 2022 IDEA Grant Recommendations and Summaries

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2022 IDEA Grant Recommendations

			REQUEST	GRANT RECOMMENDED
Saanich		Epic Learning Society	3,000	2,000
Esquimalt		Esquimalt Farmers Market Society	3,000	2,000
Victoria	New	Fernwood Community Assn	3,000	2,000
Victoria		Friends of Bowker Creek Society	3,000	2,000
SGI		Galiano Club	2,480	1,550
Victoria		Int'l Institute for Child Rights & Dev.	3,000	2,000
Saanich		Jewish Community Centre of Victoria	3,000	2,000
Victoria		Our Place Society	3,000	0
Victoria		Pacific Peoples' Partnership Assn	3,000	2,000
Victoria	New	People Powered Projects	3,000	2,000
Victoria	New	Red Cedar Community Assn	3,000	2,000
SGI		Salish Sea Inter-Island Transportation	3,000	1,000
SGI		Southern Gulf Island Community Resource	3,000	1,500
Saanich	New	Special Bird Service	3,000	3,000
Victoria	New	Supply Victoria	3,000	2,000
Victoria		Victoria Brain Injury Society	3,000	2,000
Victoria	New	Victoria Immigration & Refugee Centre	3,000	3,000
		Totals:	50,480	32,050

IDEA Grants 2022 - Recommendation Summary

Epic Learning Society

Org location   Saanich

Project Title   Art & Equity for Families

Start date   Jun 6, 2022

Project location   Saanich

Grant Request	3,000
Grant Recommended	2,000

Previous Funding:
2021, $0

Project description

The proposed project is a series of three, hands-on art presentations for elementary-aged children and their caregivers. The theme is Art and Equity and each would be delivered by a different CRD-based artist with experience presenting work on this topic.

Comments on the Recommendation

This application scored above the level required to fulfill the goals and intended outcomes of the IDEA grant program. The recommendation is for less than the requested amount, but is anticipated to be sufficient for the project to be produced successfully and, by providing a reduced grant amount, this will allow funding to be provided to more applicants in this intake.

Esquimalt Farmers Market Society

Org location   Esquimalt

Project Title   Music at the Market

Start date   Jun 1, 2022

Project location   Esquimalt

Grant Request	3,000
Grant Recommended	2,000

Previous Funding:
2020, $3000

Project description

The Esquimalt Farmers Market Society is requesting support to provide a 'Music at the Market' series throughout the 2022 season, presenting five evening music events that will create opportunities for local artists and musicians to connect with their community.

Comments on the Recommendation

This application scored above the level required to fulfill the goals and intended outcomes of the IDEA grant program. The recommendation is for less than the requested amount, but is anticipated to be sufficient for the project to be produced successfully and, by providing a reduced grant amount, this will allow funding to be provided to more applicants in this intake.

IDEA Grants 2022 - Recommendation Summary

Fernwood Community Assn

Org location   Victoria

Project Title   Fernwood Accessible Arts Revitalization

Start date

Project location Victoria

Grant Request	3,000
Grant Recommended	2,000

Previous Funding:

New

Project description

An arts event series featuring local musicians and talents, with a focus on equity, inclusion, and diversity and will include music, theatre, interactive and multimedia exhibitions, burlesque, educational, theatre and more.

Comments on the Recommendation

First-time applicant. This application scored above the level required to fulfill the goals and intended outcomes of the IDEA grant program. The recommendation is for less than the requested amount, but is anticipated to be sufficient for the project to be produced successfully and, by providing a reduced grant amount, this will allow funding to be provided to more applicants in this intake.

Friends of Bowker Creek Society

Org location   Victoria

Project Title   Creekside Concerts

Start date   Jul 8, 2022

Project location Saanich, Oak Bay

Grant Request	3,000
Grant Recommended	2,000

Previous Funding:

March 2019, $3000; March 2020, $3000; Mar 2021, $3000

Project description

The project is a series of three, free Creekside Concerts taking place in various public parks along Bowker Creek, which begins on the UVic campus and runs through eleven neighbourhoods and three municipalities. Features this year include music and poetry performances amplified by a bicycle-powered sound system, interactive visual art activities, and a short dance performance at each event.

Comments on the Recommendation

This application scored above the level required to fulfill the goals and intended outcomes of the IDEA grant program. The recommendation is for less than the requested amount, but is anticipated to be sufficient for the project to be produced successfully and, by providing a reduced grant amount, this will allow funding to be provided to more applicants in this intake.

IDEA Grants 2022 - Recommendation Summary

Galiano Club

Org location SGI

Project Title Cinema Galiano Reboot

Start date Sep 1, 2022

Project location SGI

Grant Request	2,480
Grant Recommended	1,550

Previous Funding:
2021, $1875

Project description

Restart Cinema Galiano that will present a mix of first run family-friendly movies, and screening documentaries and musical performances through an eight-month series. The plan includes hosting a film festival to showcase films by local students.

Comments on the Recommendation

This application scored above the level required to fulfill the goals and intended outcomes of the IDEA grant program. The recommendation is for less than the requested amount, but is anticipated to be sufficient for the project to be produced successfully and, by providing a reduced grant amount, this will allow funding to be provided to more applicants in this intake. This project provides access to arts in rural communities, which is a priority of the CRD Arts and Culture Support Service strategic plan.

Int'l Institute for Child Rights & Dev.

Org location Victoria

Project Title Doorways to Dialogue: Engaging Children through

Start date Jun 1, 2022

Project location Victoria

Grant Request	3,000
Grant Recommended	2,000

Previous Funding:
Mar 2019, $3000; March 2021, $3000

Project description

The project intends to engage children (ages 5-12) through puppeteering, stories, art, and videography, including three short, filmed conversations, about Indigenous language, land acknowledgements, animals and other traditions, including local knowledge related to Lekwungen Territory.

Comments on the Recommendation

This application scored above the level required to fulfill the goals and intended outcomes of the IDEA grant program. The recommendation is for less than the requested amount, but is anticipated to be sufficient for the project to be produced successfully and, by providing a reduced grant amount, this will allow funding to be provided to more applicants in this intake.

IDEA Grants 2022 - Recommendation Summary

Jewish Community Centre of Victoria

Org location   Saanich

Project Title   Victoria International Jewish Film Festival

Start date   Nov 5, 2022

Project location Victoria

Grant Request	3,000
Grant Recommended	2,000

Previous Funding:
May 2015, $2000; Jan 2016, $2000; Mar 2020, $3000; Mar 2021, $3000

Project description

The International Jewish Film Festival is a curated program of international films that reflect, in their portrayals of Jewish and Jewish-adjacent cultural themes and their intersections, the jewish notion of Tikkun Olam (repair of the world).

Comments on the Recommendation

This application scored above the level required to fulfill the goals and intended outcomes of the IDEA grant program. The recommendation is for less than the requested amount, but is anticipated to be sufficient for the project to be produced successfully and, by providing a reduced grant amount, this will allow funding to be provided to more applicants in this intake.

Our Place Society

Org location   Victoria

Project Title   Hope and Belonging Mural

Start date   Jul 1, 2022

Project location Victoria

Grant Request	3,000
Grant Recommended	0

Previous Funding:
May 2014, $2000; March 2021, $3000

Project description

Creation of a mural in the multi-faith space at Our Place Society's Drop-In Centre on the second floor at 919 Pandora Avenue in Victoria, next to the dining hall, open to all. It will be designed and created by a local artist with active participation from the community members who use the Drop-In Centre.

Comments on the Recommendation

This application did not achieve a score that indicated it could fulfill the goals and intended outcomes of the IDEA grant program. Specifically, it scored below average on describing how the proposal met the purpose of the IDEA program and on how it would ensure accessibility for participants. This proposed project is for a mural on the interior wall of the building, which appeared to be a capital improvement project. There were also concerns around the process for Indigenous Elder involvement and compensation. Additionally, this organization has substantially greater access to financial resources, compared to all other organizations in this intake, to activate the project if it chooses to do so.

IDEA Grants 2022 - Recommendation Summary

Pacific Peoples' Partnership Assn

Org location   Victoria

Project Title   Stories of Resilience Revitalization Project

Start date

Project location   Victoria

Grant Request	3,000
Grant Recommended	2,000

Previous Funding:
June 2011, $1000; May 2012, $1500; May 2014, $2000; May 2015, $2000; May 2016, $2000; Mar 2019, $2500; Mar 2020, $3000; Mar 2021, $3000

Project description

The Stories of Resilience Revitalization Project is a multimedia storytelling project that amplifies multi-generational Pacific Islander and Indigenous knowledge, values, and stories as revitalization. Stories created will be woven together in a short film and corresponding zine, as well as shared in an interactive installation at PPP's annual One Wave Gathering main event.

Comments on the Recommendation

This application scored above the level required to fulfill the goals and intended outcomes of the IDEA grant program. The recommendation is for less than the requested amount, but is anticipated to be sufficient for the project to be produced successfully and, by providing a reduced grant amount, this will allow funding to be provided to more applicants in this intake.

People Powered Projects

Org location   Victoria

Project Title   Victoria Bicycle Music Festival

Start date   Aug 7, 2022

Project location   Victoria

Grant Request	3,000
Grant Recommended	2,000

Previous Funding:
New

Project description

The Victoria Bicycle Music Festival features free performances by local musicians and spoken word artists, including emerging performers. Audience members take turns riding stationary generator bikes set up beside the "stage" to provide on-demand power for the performances.

The festival is held in two public parks on the same day, with a group bike ride connecting the first venue with the second.

Comments on the Recommendation

First-time applicant. This application scored above the level required to fulfill the goals and intended outcomes of the IDEA grant program. The recommendation is for less than the requested amount, but is anticipated to be sufficient for the project to be produced successfully and, by providing a reduced grant amount, this will allow funding to be provided to more applicants in this intake.

IDEA Grants 2022 - Recommendation Summary

Red Cedar Community Assn

Org location   Victoria

Project Title   Storytelling, Visual Arts and Island Indigenous

Start date   Jul 1, 2022

Project location Sooke

Grant Request	3,000
Grant Recommended	2,000

Previous Funding:

New

Project description

Storytelling, Visual Arts and Island Indigenous Traditions aims to uplift and celebrate the cultural storytelling of Indigenous knowledge holders, through a public Storytelling Performance and Visual Arts Showcase serving as opening night for a permanent Online Exhibition.

Comments on the Recommendation

First-time applicant. This application scored above the level required to fulfill the goals and intended outcomes of the IDEA grant program. The recommendation is for less than the requested amount, but is anticipated to be sufficient for the project to be produced successfully and, by providing a reduced grant amount, this will allow funding to be provided to more applicants in this intake.

Salish Sea Inter-Island Transportation

Org location   SGI

Project Title   Tour des Iles Festival

Start date   Jun 24, 2022

Project location SGI

Grant Request	3,000
Grant Recommended	1,000

Previous Funding:

Mar 2019, $1000; Mar 2020, $3000

Project description

The Tour des Iles Festival is a celebration of art, music, food, history and culture of the Southern Gulf Islands: Pender, Mayne, Galiano, and Saturna. In 2016 the Festival was expanded to include Salt Spring Island.

Comments on the Recommendation

4 of the 5 locations for project activities identified in this application are in the Southern Gulf Islands electoral area, which are eligible for support; however, the activity in the Salt Spring Island electoral area is not eligible for support. This application scored above the level required to fulfill the goals and intended outcomes of the IDEA grant program, but in the lower quartile of all applications, due to a lack of information on the benefits to equity-seeking groups or underrepresented arts and cultural practices. The recommendation is for less than the requested amount, including scaling for the number of eligible activities, but is anticipated to be sufficient for the eligible activities to be produced successfully and, by providing a reduced grant amount, this will allow funding to be provided to more applicants in this intake. This project provides access to arts in rural communities, which is a priority of the CRD Arts and Culture Support Service strategic plan.

IDEA Grants 2022 - Recommendation Summary

Southern Gulf Island Community Resource Ctr

Org location   SGI

Project Title   The CRISP

Start date   Sep 10, 2022

Project location SGI

Grant Request	3,000
Grant Recommended	1,500

Previous Funding:
Mar 2021, $0

Project description

The CRISP Festival is a collective effort between the Southern Gulf Islands Community Resource Centre and supporting local partners; to create an all-day event for Pender Island's residents and visitors, to view environmental stewardship, the building of sustainable community resources, and social wellness through a lens of musical entertainment, spoken word, and visual arts.

Comments on the Recommendation

This application scored above the level required to fulfill the goals and intended outcomes of the IDEA grant program, but in the lower quartile of all applications, due to a lack of information on the benefits to equity-seeking groups or underrepresented arts and cultural practices. The recommendation is for less than the requested amount, but is anticipated to be sufficient for the project to be produced successfully and, by providing a reduced grant amount, this will allow funding to be provided to more applicants in this intake. This project provides access to arts in rural communities, which is a priority of the CRD Arts and Culture Support Service strategic plan.

Special Bird Service

Org location   Saanich

Project Title   Creating Art in Harmony with the Land

Start date   Jul 31, 2022

Project location

Grant Request	3,000
Grant Recommended	3,000

Previous Funding:
New

Project description

Creating an accessible workshop series, creating art *with* the land, including a fine arts centred workshop as well as a zine making workshop.

Comments on the Recommendation

First-time applicant. This proposal was one of two applications receiving the highest scores and is recommended for the full amount of their request.

IDEA Grants 2022 - Recommendation Summary

Supply Victoria

Org location   Victoria

Project Title   Creative Reuse Centre

Start date   Jun 1, 2022

Project location Victoria

Grant Request	3,000
Grant Recommended	2,000

Previous Funding:

New

Project description

This project establishes the provinces' first-ever nonprofit Creative Reuse Centre that removes barriers to access to art materials and education.

Comments on the Recommendation

First-time applicant. This application scored above the level required to fulfill the goals and intended outcomes of the IDEA grant program. The recommendation is for less than the requested amount, but is anticipated to be sufficient for the project to be produced successfully and, by providing a reduced grant amount, this will allow funding to be provided to more applicants in this intake.

Victoria Brain Injury Society

Org location   Victoria

Project Title   Beautiful Minds

Start date   Jun 1, 2022

Project location Victoria

Grant Request	3,000
Grant Recommended	2,000

Previous Funding:

May 2015, $2000; Mar 2020, $3000; Mar 2021, $0;

Project description

Working with a trained art facilitator, participants will each produce a canvas for display in a public show of paintings called *Beautiful Minds,* to be launched during Brain Injury Awareness month.

Comments on the Recommendation

This application scored above the level required to fulfill the goals and intended outcomes of the IDEA grant program. The recommendation is for less than the requested amount, but is anticipated to be sufficient for the project to be produced successfully and, by providing a reduced grant amount, this will allow funding to be provided to more applicants in this intake.

Victoria Immigration & Refugee Centre

Org location   Victoria

Project Title   Enable Program for Children and Youth: Art

Start date   Jun 1, 2022

Project location Victoria

Grant Request	3,000
Grant Recommended	3,000

Previous Funding:

New

Project description

VIRCS Enable Art Therapy Program offers newcomer immigrant and refugee children the opportunity to increase their sense of connection and belonging, self-esteem, and confidence while improving their social-emotional skills.

Comments on the Recommendation

First-time applicant. This proposal was one of two applications receiving the highest scores and is recommended for the full amount of their request.

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**REPORT TO ARTS ADVISORY COUNCIL
MEETING OF TUESDAY, MAY 10, 2022**

<u>**SUBJECT**</u>   **Equity, Diversity and Inclusion Implementation, Phase 2 and Phase 3**

<u>**ISSUE SUMMARY**</u>

To apply an Equity, Diversity, and Inclusion lens to the granting and operations of the CRD Arts and Culture Support Service, an implementation framework with five phases has been approved and Phase 1 has been implemented. The Phase 2 modifications to Operating Grants and Phase 3 modifications to process, budget, and outreach have been proposed.

<u>**BACKGROUND**</u>

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 January 26, 2022, the Arts Commission approved an EDI Implementation Framework in five phases (Appendix A), along with Phase 1 modifications to project-based grants.

On February 22, 2022, the EDI Subcommittee reviewed feedback from the What We Heard report that was generated by the 2021 Arts Champions Summit. The Subcommittee identified EDI-related issues in Operating Grants, determined priorities for Phase 2 modifications, and directed staff to assemble policy options that could be actioned within the timeline of the EDI Implementation Framework.

On April 5, 2022, the EDI Subcommittee reviewed the proposed Phase 2 and Phase 3 modifications and endorsed them unanimously, directing staff to conduct additional consultations with the arts community to ensure that Phase 2 modifications resonated with operating clients. These consultations were held in April 2022 with select operating clients who provided feedback on the proposed Phase 2 modifications. They noted that these EDI-focused changes were important and welcomed, as well as being in line with arts funders at other levels of government. They also made suggestions for how to further streamline the application form and lower the administrative burden of the application process.

The Phase 2 recommendations apply an EDI lens to the Operating Grants program of the Arts and Culture Support Service (Appendix B and C). The Phase 3 recommendations apply an EDI lens to process, budget and outreach (Appendix D).

These phases are being presented together because they have points of connection and overlap. They would be implemented on a staggered timeline. Phase 2 modifications would be implemented starting in July 2022 with the launch of the Operating Grants intake. Phase 3 modifications would be rolled out throughout the rest of 2022 and 2023. Both phases would be supported by communications and educational activities to ensure the arts community understood what was changing and how new supports were being made available.

ALTERNATIVES

Alternative 1
The Arts Advisory Council recommends to the Arts Commission:
1. That the Phase 2 modifications of the EDI Implementation Framework for Operating Grants be implemented for the 2022 application intake.
2. That the Phase 3 modifications of the EDI Implementation Framework for process, budget and outreach be implemented throughout 2022 and 2023, as applicable to each initiative.
3. That up to $39,000 from the Operating Reserve Fund of the CRD Arts and Culture Support Service be made available annually for expenses related to implementing Phase 3 initiatives.

Alternative 2
That this report be referred back to staff for additional information.

IMPLICATIONS

Financial Implications

For Phase 2 modifications to Operating Grants, there are no financial implications.

For Phase 3 modifications to process, budget, and outreach, financial implications include:
- Access Assistance for Applicants: up to $700 per eligible applicant for an estimated 2-6 applicants per year. Total annual cost: up to $4,200.
- Accessibility for Arts Advisory Council members: AAC members still participate without remuneration on a volunteer basis, but are allowed up to $400 per year for expenses necessary to attend meetings, such as travel, parking or access costs. Total annual cost: up to $4,800.
- Equity Grants budget: increased from $25,000 to $50,000 per year to match the doubling of the maximum request amount without a decrease in success rate. Total annual cost: $25,000.
- Accessibility of Outreach Meetings and Documents: greater use of American Sign Language (ASL) interpreters, and production of alternative accessible documents, and other accessibility considerations. Total annual cost: up to $5,000.
- Total annual estimated cost of Phase 3 modifications: up to $39,000

All Phase 3 expenses would be piloted by using the Operating Reserve Fund of the CRD Arts and Culture Support Service. This would be aligned to the past practice for funding the testing phase of new initiatives. For instance, the Equity Grants program budget and the Incubator Grants program budget were funded by the Operating Reserve Fund for their first three years (2018-20).

As of March 10, 2022, the balance of the Operating Reserve Fund was $285,205. Since then, up to $6,000 was allocated to support CreativeMornings, which means $279,205 is available.

After 2023, Phase 3 initiatives could be considered for incorporation into the core budget of the CRD Arts and Culture Support Service, in the same way that Equity Grants and Incubator Grants were added to the core budget after being piloted with expenses covered by the Operating Reserve Fund.

Service Delivery Implications

In order for staff to implement changes to this year's Operating Grants program with an application deadline in September 2022, Phase 2 modifications must be approved before July 1, 2022, which is when the application intake opens and program guidelines are posted online.

Phase 2 and Phase 3 modifications would be communicated to returning clients and potential new applicants through email newsletter and 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.

For Equity Grants, by doubling the maximum request amount, larger projects with more activities would be funded. By doubling the budget, the number of projects funded would be 5-10 annually, depending on the number of applications, their request amounts, and their scalability.

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 future phases of the implementation framework in 2023. This would allow potentially for further EDI lens improvements to these areas of granting and operations.

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".

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 proposes actions for Phase 2 that would integrate an EDI lens to Operating Grants and Phase 3 that would integrate an EDI lens to process, budget, and outreach.

RECOMMENDATION

The Arts Advisory Council recommends to the Arts Commission:
1. That the Phase 2 modifications of the EDI Implementation Framework for Operating Grants be implemented for the 2022 application intake.
2. That the Phase 3 modifications of the EDI Implementation Framework for process, budget and outreach be implemented throughout 2022 and 2023, as applicable to each initiative.
3. That up to $39,000 from the Operating Reserve Fund of the CRD Arts and Culture Support Service be made available annually for expenses related to implementing Phase 3 initiatives.

Submitted by:	Chris Gilpin, MPA, Manager, Arts & Culture Support Service
Concurrence:	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer

ATTACHMENT(S)

Appendix A: EDI Implementation Framework
Appendix B: Phase 2 – EDI Lens Applied to Operating Grants Program
Appendix C: Phase 2 – Revised Guidelines and Application Forms for Operating Grants Program
Appendix D: Phase 3 – EDI Lens Applied to Process, Budget and Outreach

Appendix A: Implementation Framework for EDI Lens Integration

Figure 1: High-Level Implementation Timeline

Phase 1
- Spring 2022
- EDI lens on Projects, IDEA, Equity, and Incubator grant programs

Phase 2
- Summer 2022
- EDI lens on Operating grant program

Phase 3
- Fall 2022
- EDI lens on Budget Planning, Process, and Outreach

Phase 4
- Winter 2022
- Evaluate impacts of Phase 1 on project-based grants, next steps

Phase 5
- Spring 2023
- Integrate EDI Planning into new Arts Service Strategic Plan (2024-27)

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 guidelines, forms, and adjudication process for "Phase 1 – EDI Lens on Project-Based Grants"	EDI Sub-Committee	Projects (April) IDEA Equity Incubator	Done

Updated: 1 May 2022

Timeline	Action	Lead Responsibility	Grants Affected	Status
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	Done
Jan 2022	Review and approve "Phase 1 – EDI Lens on Project-Based Grants"	Arts Advisory Council	Projects (April) IDEA Equity Incubator	Done
Jan 2022	Review and approve "Phase 1 – EDI Lens on Project-Based Grants"	Arts Commission	Projects (April) IDEA Equity Incubator	Done
Jan-Feb 2022	Delivery of 'What We Heard' summit document included results of Summit survey	Staff	n/a	Done
Feb 2022	Implement Phase 1 policy recommendations and open grant application intake	Staff	IDEA Equity Incubator	Done
Mar 2022	Implement Phase 1 policy recommendations and open grant application intake	Staff	Projects (April)	Done
Feb 2022	Provide direction to staff to make policy recommendations to guidelines, forms, and adjudication process for "Phase 2 – EDI Lens on Operating Grants" and "Phase 3 – EDI Lens on Budget, Planning and Outreach".	EDI Sub-Committee	Operating & All	Done
April 2022	Review and approve "Phase 2 – EDI Lens on Operating Grants" and "Phase 3 – EDI Lens on Budget, Planning and Outreach".	EDI Sub-Committee	Operating & All	Done
April 2022	Conduct ground-truthing consultations with Operating Clients into "Phase 2 – EDI Lens on Operating Grants".	Staff	Operating	Done
May 2022	Review and approve "Phase 2 – EDI Lens on Operating Grants" and "Phase 3 – EDI Lens on Budget, Planning and Outreach".	Arts Advisory Council	Operating & All	In Progress
May 2022	Review and approve "Phase 2 – EDI Lens on Operating Grants" and "Phase 3 – EDI Lens on Budget, Planning and Outreach".	Arts Commission	Operating & All	In Progress
Jul 2022	Implement Phase 2 policy recommendations and open Operating Grants application intake	Staff	Operating	Not Started
Fall 2022	Adjudicate Operating Grants with Phase 2 changes.	Arts Advisory Council	Operating	Not Started

Timeline	Action	Lead Responsibility	Grants Affected	Status
Fall 2022	Synthesize learnings from Phase 1 and EDI Sub-committee into "Phase 4 – Evaluate Impacts on Project-Based Grants"	Staff	Projects IDEA Equity Incubator	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	Arts Champions Summit with focus on consultations to determine strategic priorities for the next Arts Service Strategic Plan	Staff and Advisory Planning Committee	All	In Progress
Spring 2023	Phase 5 – 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 2 Modifications to Operating Grants

Refer to Appendix C to see where all changes appear in the Program Guidelines and Application Form.

Summary of Proposed Changes: Guiding Principles and Priorities
- Build on Phase 1 with approved changes from project-based grants that are also applicable to Operating Grants.
- Prioritize increasing support to organizations embedded in equity-seeking communities, which include—but are not limited to—those that identify as Indigenous people, people who are racialized, LGBTQ2+ people and Deaf people, and/or people with disabilities.
- Keep in mind that organizations embedded in equity-seeking communities in the capital region are usually smaller, grassroots organizations with less administrative capacity than established arts institutions. These smaller organizations tend to benefit from a more nimble approach that embodies strategic thinking, learning and doing in their day-to-day functioning rather than one that depends heavily on multiple, codified policies and plans.
- Lower unnecessary barriers to access for Operating Grants by reducing administrative burden to all applicants, while maintaining due diligence.
- Adjust application questions and assessment criteria to achieve more balance, and less favour to larger institutions, allowing smaller, grassroots organizations an equal chance to rank highly.
- Highlight EDI-specific issues with EDI-specific questions in each assessment category.
- Raise the visibility on artist and staff compensation while understanding that different organizations have different levels of financial resources.
- Integrate accessibility and safety into organization functioning as an important consideration through a specific question.

A. Addition to Program Guidelines for Operating 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
- o Policy problem: Operating Grants do not acknowledge that equity-seeking groups have been disadvantaged through historical and ongoing systemic discrimination and do not communicate a commitment to address these issues.
- o Policy solution: include an explicit commitment to equity in Operating Grants.
- o Outcome: greater shared understanding among applicants that equity considerations extend to all CRD arts funding, including Operating Grants.
- o *Note: this statement has already been added to all project-based program guidelines as part of Phase 1 of the approved EDI Lens Implementation Framework.*

B. Expansion of Eligibility to Operating Grants

- Recipients of an Equity Grant are also eligible to apply to Operating Grants. All other eligibility criteria still apply.

Rationale
- o Policy problem: Organizations embedded in equity-seeking communities that choose to support their projects through Equity Grants, instead of Projects Grants, have no access to apply to Operating Grants. The Equity Grants program stream does not provide the same prospects to successful applicants for funding growth as Projects Grants does.
- o Policy solution: Expand eligibility of the Operating Grants program to include non-profit organizations with an arts mandate that have received at least one Projects Grant *or* at least one Equity Grant (all other Operating Grant eligibility criteria still applies).
- o Outcome: Equity Grants becomes another funding stream that can lead to eligibility for Operating Grants. More organizations embedded in equity-seeking communities are eligible to apply to Operating Grants.

C. New Questions for Operating Grants

Artistic Contribution and Significance – assessment category

- Added Question #1:
  *Describe your organization's approach to developing greater diversity and inclusion **in your artistic programming** with regards to the participation of equity-seeking individuals and groups with detailed examples and specific actions. This includes, but is not limited to, Indigenous people, people who are racialized, LGBTQ2+ people and Deaf people, and/or people with disabilities*.

  For example, your organization's approach may involve the selection of content, themes, artists, or other creative personnel or may involve processes, such as relationship-building and partnerships that made selections possible. You may also wish to comment on the length of time your organization has been developing and using these strategies.

Rationale
- o Policy problem: Current application does not highlight or assess the degree to which equity-seeking groups are involved in artistic programming.
- o Policy solution: Include this EDI-specific question to raise visibility on how equity-seeking communities are participating in artistic programming.

- o   Outcome: Organizations that have developed reciprocal and trust-based relationships and partnerships with equity-seeking groups and individuals in their artistic programming score better and rank higher, encouraging more diversity in artistic presentation and more economic opportunities for artists from equity-seeking groups, and allowing the region to benefit more often and with greater depth with underrepresented art forms and expressions.

<u>Organizational Capacity and Governance – assessment category</u>

- • Added Question #2:
  *Describe your organization's approach to developing and retaining greater diversity and inclusion **in your governance, operations and administration** with regards to safe and respectful workplaces, accessibility, and the participation of equity-seeking individuals and groups with detailed examples and specific actions. This includes, but is not limited to, Indigenous people, people who are racialized, LGBTQ2+ people and Deaf people, and/or people with disabilities.*

  For example, this could involve polices or initiatives focused on board development, community shared governance models, staff and contractor recruitment, mentoring and/or succession.

  <u>Rationale</u>
  - o   Policy problem: Current application does not highlight or assess how organizations are thinking about diversity and inclusion in their governance, operations and administration.
  - o   Policy solution: Include this EDI-specific question to raise visibility on how people from equity-seeking communities are participating in governance, operations and administration.
  - o   Outcome: Organizations that have a clear approach to recruiting and retaining people from equity-seeking groups in their governance, operations and administration score better and rank higher, which will encourage more support for diversity and inclusion in organizations and more economic opportunities for arts leaders, volunteers, administrators and technical staff from equity-seeking groups.

- • Added Question #3:
  (a) Understanding that organizations have varying access to financial resources, describe your organization's approach to staff compensation referring to Part B: Operating Expenses (budget lines related to Salaries for staff). Where applicable, include information on your organization's approach to compensation for consultants, contractors, interns, and community members acting in advisory roles.

  (b) Describe your organization's approach to artist compensation, referring to Part B: Operating Expenses (budget line 6 related to Artists and Guest Artists). Where applicable, also include information on your organization's approach to compensation or honoraria for Indigenous Elders or Cultural Carriers involved in arts events.

  <u>Rationale</u>
  - o   Policy problem: Current application has limited information on artist and staff compensation, which prevents assessors from evaluating the degree to which the organization is providing reasonable compensation to artists and staff, including

contractors, Indigenous Elders and Cultural Carriers, and community advisors, who tend to be underpaid.

- o Policy solution: Gather more information about compensation of artists, staff, and other contractors to better understand and assess how organizations are providing economic opportunities and reasonable compensation to the arts community.
- o Outcome: Organizations that have clear and reasonable compensation policies, according to their level of financial resources, score better and rank higher, which will encourage more organizations to consider how they can provide better and more sustainable financial support to artists, staff and contractors.

Community Impact and Involvement – assessment category

- Added Question #4:

  [modified existing question, for reference] *Briefly summarize any outreach programs or strategies within the past two years, for the purpose of audience development or community building, including collaborations and partnerships.*

  [new component to this question] *If any of these outreach initiatives focused on engagement of equity-seeking groups such as, but not limited to Indigenous people, people who are racialized, LGBTQ2+ people and Deaf people, and/or people with disabilities, please describe the engagement with detailed examples and specific actions. Include whether or not this is a new initiative and any relationship or partnership development.*

  Rationale
    - o Policy problem: Current application does not highlight or assess the degree to which equity-seeking groups are included in outreach, community-building, and audience development initiatives.
    - o Policy solution: Include this EDI-specific question to raise visibility on how organizations are including, or even focusing on, equity-seeking groups in their outreach, community-building, and audience development initiatives.
    - o Outcome: Organizations that have substantive and long-lasting outreach, community-building, and audience development initiatives with equity-seeking groups score better and rank higher, which will encourage more outreach, community-building, and audience development for a greater variety of communities across the region.

- Added Question #5:

  Explain how you will consider accessibility and safe and respectful environments for 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
    - o Policy problem: accessibility and safety is not currently assessed, nor is it highlighted as important for applicants in the operation of their organization
    - o 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 team.

- o Outcome: more organizations will incorporate accessibility and safety considerations into their organization.
- o *Note: this question has already been added to all project-based adjudication processes as part of Phase 1 of the approved EDI Lens Implementation Framework.*

D. Removed / Combined / Modified Questions for Operating Grants

Artistic Contribution and Significance – assessment category

- Combine Questions 1, 4, & 6:
  Ensure your "Last Completed Year" program page is complete. Describe how your past programming reflects your artistic and organizational mandate. Highlight any successes, innovations, or creative risk-taking that have taken place, as well as obstacles, failures, or other learnings.

  Rationale
  - o Policy problem: Three questions ask for overlapping and redundant information about past artistic programming.
  - o Policy solution: Combine questions into a single question focused on all relevant information about past programming.
  - o Outcome: Application simplified and streamlined, reducing the amount of time and resources required to apply and adjudicate

- Modify Question 5 to:
  Do your artistic and technical staff currently have the necessary qualifications? Briefly summarize the training and experience of key members of the creative team. For instance qualifications may include formal education and previous projects as well as lived experience and informal mentoring arrangements.

  Rationale
  - o Policy problem: Lack of clarity in existing question led to a list of personnel without any explanation of how their qualifications would contribute to the success of the organization. While the current question focusing on formal training and credentials, individuals from equity-seeking groups are more likely to have less formalized training such lived experience and informal mentoring.
  - o Policy solution: Specify that the application is looks for more information on training and experience as examples of such qualifications, including lived experience and informal mentoring.
  - o Outcome: Informal training is acknowledged and valued. Application simplified and streamlined, making it easier to understand for applicants and easier to assess for adjudicators.

Organizational Capacity and Governance – assessment category

- Remove Questions 7(a),7(b), 8, 10(a), 10(b), 11, 13, 15 (a), 15(b)

  Rationale
  - o Policy problem: An overemphasis on organizational sophistication in these questions disadvantages grassroots and emerging organizations compared to arts institutions. Smaller organizations are more likely to benefit from community-

sourced opportunities, ad hoc and nimble strategic thinking, and basic financial reporting and embodied policies rather than long-term institutional planning, codified plans or high-end financial statements.
- o Policy solution: Rebalance the assortment of questions in this section to allow organizations of all sizes and levels of organizational sophistication to show their strengths and weaknesses, while maintaining due diligence on essential aspects of operational sustainability.
- o Outcome: grassroots and emerging organizations, including – importantly – new applicants to the Operating Grants program and organizations embedded in equity-seeking communities, have a more equal chance of ranking highly in the adjudication process when assessed in comparison to arts institutions while allowing adjudicators to continue assessing organizational capacity and governance without being overly prescriptive on the functioning of organizations.

Community Impact and Involvement – assessment category

- • Combine Questions #16 and #22; Combine Questions #17(a), #18 and #19; Remove Questions 17 (b), 18(b), 19(a), 19(b), 21

    Rationale
    - o Policy problem: Similar to the issue described directly above in the previous category, these questions privilege organizational sophistication over a grassroots approach that can often produce equivalent community benefit.
    - o Policy solution: Rebalance the assortment of questions to organizations of all sizes and levels of organizational sophistication to demonstrate the strengths and weaknesses of their approach, emphasizing the quality of outreach and audience development activities rather than formal long-term plans for these initiatives which may not support organizational objectives.
    - o Outcome: grassroots and emerging organizations, including – importantly – new applicants to the Operating Grants program and organizations embedded in equity-seeking communities, have a more equal chance of ranking highly in the adjudication process when assessed in comparison to arts institutions, while allowing adjudicators to continue effectively assessing community engagement of organizations.

E. Modifications and Additional Resources for Operating Grants Adjudication Process:

- • Relabel assessment category "Artistic Merit" to "Artistic Contribution and Significance"

    Rationale
    - o Policy problem: the term "merit" has connotations of being objective and scientifically measurable, which artistic expression is not.
    - o Policy solution: change "merit" to "contribution and significance" to indicate that artistic quality is better assessed in terms of what it contributes to a self-determined realm of artistic practice in a context-specific way.
    - o Outcome: the operating grants program is less prescriptive in its approach to evaluating artistic quality, instead understanding that artistic output must be judged within its own self-determined realm of artistic practice in a context-specific way.
    - o *Note: Artistic Contribution and Significance is also how the BC Arts Council describes this area of assessment.*

- Relabel assessment category "Administrative Competence" to "Organizational Capacity and Governance"

  Rationale
  - Policy problem: the term "competence" has connotation of being patronizing and the term "administrative" does not encompass other importance aspects of operational assessment, such as governance.
  - Policy solution: change "administrative competence" to "organizational capacity and governance" to make this area of assessment less arch and wider in its scope.
  - Outcome: the operating grants program evaluates a broader remit of organizational aspects, which emphasizing the importance of operational capacity.
  - *Note: Organizational Capacity and Governance is also how the BC Arts Council describes this area of assessment.*

- Instead of scoring each question, groups of questions are scored in the three categories:

  Artistic Contribution and Significance – 33% of score (currently 25% of scored questions)
  Organizational Capacity and Governance – 33% of score (currently 52% of scored questions)
  Community Impact and Involvement – 33% of score (currently 23% of scored questions)

  Rationale
  - Policy problem: the current assessment criteria are over-weighted to reward organizational sophistication, through the category of Administrative Competence (now called Organizational Capacity and Governance), significantly more than the quality of artistic programming or the level of community engagement.
  - Policy solution: rebalance assessment criteria evenly between the three categories, all of which are equally important.
  - Outcome: this will also contribute to grassroots and emerging organizations (including new applicants to the Operating Grants program and organizations embedded in equity-seeking communities), having a more equal chance of ranking highly in the adjudication process when assessed in comparison to arts institutions. It will also provide more flexibility in scoring applications that can incorporate Arts Service strategic priorities.

- Context briefs on diverse artistic practices are disseminated to operating grant adjudication committee (i.e. Arts Advisory Council members) 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 (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.
- o Outcome: all assessors attain a higher base level of knowledge about EDI-related aspects of artistic and cultural practices.
- o *Note: these resource materials have already been added to all project-based adjudication processes as part of Phase 1 of the approved EDI Lens Implementation Framework.*

Appendix C – Revised Guidelines and Application Form for Operating Grant Program

Added text is <mark>highlighted.</mark>
Removed text is <mark>~~highlighted with strikethrough formatting~~</mark>.

Contents

Operating Grants – Guidelines

STATEMENT OF PURPOSE

CRD[1] Arts & Culture Operating Grants recognize the contribution that 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.

Operating 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.

CRD operating funding provides support to arts organizations of regional significance whose primary mandate is public programming in the arts.

GENERAL ELIGIBILITY REQUIREMENTS

Applicant organizations must meet the following criteria:
- Have public programming in the arts as their primary mandate and purpose and have their administration and public programming based in the CRD[1]
- Be non-profit societies and have been registered in British Columbia for at least two (2) consecutive years immediately preceding the application deadline.
- Have actively presented public arts programming in the CRD for the two (2) consecutive years immediately preceding the application deadline.
- First-time applicants must have received one or more CRD Project Grant awards or Equity Grant awards prior to the application deadline.
- Have an active Board of Directors. Voting members of the Board must not receive remuneration of any kind from the applicant organization.
- Have operating budgets that average at least $90,000 in the year of application and the two (2) years immediately preceding application, exclusive of capital projects or in-kind contributions.[2] (Organizations with operating budgets of less than $90,000 may be eligible for funding through the CRD Arts Development Project Grants program.)
- Provide, with their applications, the appropriate financial statements as outlined in the "Financial Statement Requirements" section.
- Organizations must be in good financial health and are ineligible if in arrears with any local authority, are bankrupt, seeking creditor protection, are insolvent, or under court supervision of any kind.

INELIGIBLE ORGANIZATIONS AND ACTIVITIES

Given budget limitations, some activities are beyond the scope of this grant program, regardless of their merit. Operating Grants are not available 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.

Training and educational organizations are not eligible unless they are determined to have public programming of regional significance. An organization will be determined to be primarily concerned with training or education if the majority of its earned revenue is derived from tuitions or other payments for educational or training services.

An arts training organization may be eligible for funding for its public programming that is not related to the fulfillment of prescribed curriculum requirements or other educational activities. Recitals, exhibitions and other presentations intended to present or showcase the ongoing or final results of courses, classes, workshops are ineligible for funding in this program.

In addition, the following do not qualify for Operating Grants:
- contests and competitions
- capital projects
- tourism promotion
- scholarships

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[1] As of 2021, the municipalities that contribute to the Capital Regional District Arts & Culture Support Service: Victoria, Saanich, Oak Bay, Esquimalt, View Royal, Highlands, Metchosin, Sooke and Southern Gulf Islands.

[2] Exceptions for the operating budget may be made for 2020 and 2021 due to COVID-19 pandemic revenue loss, if recent previous years can demonstrate a track record of operating budgets above $90,000.

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.

ASSESSMENT CRITERIA

The CRD Arts Advisory Council assesses Operating Grant application responses grouped into three assessment criteria categories. Organizations must demonstrate the following in their Operating Grant applications:

Artistic Contribution and Significance ~~Merit~~ (33% of total score)
- An artistic program which reflects and fulfills the organization's mandate.
- A sound and clearly-articulated artistic plan and a demonstrated ability to fulfill that plan.
- Overall contribution to the development of the art form, artists, other practitioners and broader artistic practice, in the context of a culturally diverse region.

Organizational Capacity and Governance ~~Administrative Competence~~ (33% of total score)
- Evidence of a clear mandate, competent ~~administration~~, sufficient organizational capacity, a functional Board and administrative and governance structures appropriate to the organization (e.g., planning, development, marketing, financial management, Board development).
- Commitment to the development of B.C. artists and cultural practitioners, including the level of fees and other compensation to artists and cultural workers.
- Evidence of a diversified revenue base, including earned revenue, funding from other levels of government, and support from the private sector through fundraising, donations, sponsorships, or memberships.

Community Impact and Involvement (33% of total score)
- A contribution to communities that are being engaged which may include outreach, audience development, educational activities for the public, economic and social impact. ~~evidence of strong volunteer participation, etc~~.
- The diversity, depth, and reciprocity of relationships with communities that are being engaged.
- Inclusion of cultural protocols and practices, where appropriate.

FINANCIAL STATEMENT REQUIREMENTS:

An organization requesting operating funding from the CRD must submit one of the following:

a) **Audited Financial Statements** for the most recently completed fiscal year, where the total operating budget exceeds $750,000.

b) **Review Engagement Financial Statements** for the most recently completed fiscal year, where the total operating budget exceeds $300,000 but is less than $750,000.

c) **Compilation Financial Statements with Notice to Reader** (NTR) for the most recently completed fiscal year, where the total operating budget is $300,000 or less.

The 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.

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

ADJUDICATION PROCESS

Application Deadline:
A digital copy of the completed application and accompanying documents must be received by 4:30pm on the published deadline. The deadline is firm and late applications will not be accepted. Please check the CRD website for current information.

Acceptance of an application to the Operating Grant program does not guarantee funding nor does previous funding guarantee subsequent funding under this program.

Review Process:
CRD Arts & Culture staff review applications for completeness and may request further information or clarification as necessary.

Assessment and Notification:
The CRD Arts Advisory Council adjudicates all eligible applications and makes recommendations to the Arts Commission for approval. The Arts Commission's decision is final and cannot be appealed. Applicant organizations are informed of the results in January, following the deadline.

NOTICE OF SIGNIFICANT CONCERN

A Notice of Significant Concern (NOSC) will be issued to any organization assessed as having significant concerns in the areas of Artistic Contribution and Significance, Orgnizational Capacity and Governance or Community Impact and Involvement.

The NOSC will be included with an applicant's grant result and will clearly state the area(s) of concern that require remediation. Receipt of an NOSC requires the applicant to provide a separate report on all remediation activity (steps to resolve and the outcome) to be included with the following year's application.

If an applicant does not adequately address the issues noted in their NOSC with their next Operating Grant application funding may be reduced or withdrawn or conditions may be attached to future program eligibility.

PAYMENT OF GRANTS

All funding recommendations are conditional upon approval of the Arts & Culture Support Service annual budget by the CRD Board. Upon budget approval, payments are made August 1st in the year following the deadline. In some cases, a partial early payment is possible in April. Contact the Manager of Arts & Culture for details.

CONDITIONS OF FUNDING

CRD funding support must be acknowledged in media, verbally at events, on websites and in print. Information describing how to acknowledge the CRD Arts& Culture Support Service is available at crd.bc.ca/service/arts-funding. This information, as well as CRD logos, may be requested through the Arts & Culture Community Outreach Coordinator at 250.360.3007.

Organizations making significant changes from the information provided in the initial application must discuss such changes with the Manager of Arts & Culture prior to implementation. Organizations may be asked to submit additional information.

An organization undergoing a change of Board membership between the application and grant notification should provide an updated Board list to the Arts & Culture office.

Grant funds must be applied to operating expenses, not used to reduce or eliminate accumulated deficits.

Activities cannot be funded retroactively.

SUBMITTING AN APPLICATION

No late applications accepted. Digital files of the full application must be received by 4:30pm on the published deadline.

What to submit:

☐ Completed Part A (applicant info & answers to questions)
☐ Completed Part B (budget & statistics)
☐ List of current Board of Directors with Board positions
☐ Staff list
☐ Financial Statements (as per Financial Statement Requirements)

How to submit:

1. **Complete** all materials listed in 'What to Submit'
2. **Save** a copy of Parts A & B to your computer
3. **Email** 'What to Submit' documents and submit by the published deadline to: **ApplytoArts@crd.bc.ca**

For more information:

CRD Arts & Culture Support Service

Telephone: 250-360-3215
Email: artsdevelopment@crd.bc.ca

Operating Grants – Application Form

Suggestions for completing the application:
Be sure to answer the questions.
Be clear and concise in your answers: use bullets if appropriate; text boxes have limited word counts; do not repeat information or refer to additional documents you may have submitted.

Provide the organization's mandate:

==Artistic Contribution and Significance==

1.   Ensure your "Last Completed Year" program page is complete. Describe how your past program reflects your artistic and organizational mandate. ==Highlight any successes, innovations, or creative risk-taking that have taken place, as well as obstacles, failures, or other learnings.==

2.   Ensure your "Current" and "Projected" year program pages are complete. Describe how your current and projected programs support and reflect your mandate and any strategies designed to help you achieve it.

3.   What is the role or niche of your organization in the region's artistic community; what makes it different from similar organizations; in what ways does it contribute to the development of artists and the art form?

==4.   ~~Summarize any recent innovations, implementation of new ideas or creative risk-taking.~~== *[combined with question #1]*

~~5.~~ 4. Do your artistic and technical staff currently have the necessary qualifications? ==~~Summarize any highlights or issues.~~ Briefly summarize the training and experience of key members of the creative team. For instance qualifications may include formal education and previous projects as well as lived experience and informal mentoring arrangements.==

==6.   ~~Have past plans been fulfilled? Summarize any particular successes, failures or results.~~== *[combined with question #1]*

==5. Describe your organization's approach to developing greater diversity and inclusion **in your artistic programming** regarding the participation of equity-seeking individuals and groups with detailed examples and specific actions. This includes, but is not limited to, Indigenous people, people who are racialized, LGBTQ2+ people and Deaf people, and/or people with disabilities.==

==For example, your organization's approach may involve the selection of content, themes, artists, or other creative personnel or may involve processes, such as relationship-building and partnerships that made selections possible. You may also wish to comment on the length of time your organization has been developing and using these strategies.==

Organizational Capacity and Governance

7.   (a) Indicate the types of plans actively in place:
☐ Business Plan
☐ Strategic plan
☐ Financial plan
☐ Operational plan
☐ Capital plan
☐ Marketing & Communications   ☐Other

    (b) Summarize any implementation and/or outcomes to date from 7a.

8.   How often do your Board and Staff meet? How often are planning vs results assessed?

9. 6. To what extent have Board and Management roles been formally defined (e.g. ad hoc, fully documented?) Do Board members have an arms-length relationship? (i.e. independent, unrelated, unpaid)

10. (a) Does management maintain (check):
☐ Financial Statements Budgets
☐ Minutes
☐ Personnel files
☐ Insurance - operational Insurance - director liability

    (b) Are there any highlights or issues related to the maintenance of ongoing business?

11. Are there any issues related to your organization's ability to generate sufficient revenue compared to similar organizations?

7. Describe your organization's approach to developing and retaining greater diversity and inclusion **in your governance, operations and administration** regarding safe and respectful workplaces, accessibility, and the participation of equity-seeking individuals and groups with detailed examples and specific actions. This includes, but is not limited to, Indigenous people, people who are racialized, LGBTQ2+ people and Deaf people, and/or people with disabilities.

For example, this could involve polices or initiatives focused on board development, community shared governance models, staff and contractor recruitment, mentoring and/or succession.

8. (a) Understanding organizations have varying access to financial resources, describe your organization's approach to staff compensation referring to Part B: Operating Expenses (budget lines related to Salaries for staff). Where applicable, include information on your organization's approach to compensation for consultants, contractors, interns, and community members acting in advisory roles.

(b) Describe your organization's approach to artist compensation, referring to Part B: Operating Expenses (budget line 6 related to Artists and Guest Artists). Where applicable, include information on your organization's approach to compensation or honoraria for Indigenous Elders or Cultural Carriers involved in arts events.

~~12.~~ 9. Comment on any special issues affecting expenses and revenues in your projected year. If requesting an increase, provide a rationale.

~~13. Provide any additional comments relevant to your FS that are not covered by the FS notes.~~

~~14.~~ 10. Are there any particular issues related to your financial stability or ability to carry out your projected program? (e.g. If you have received COVID-19 relief funding, please describe its impact on the organization's finances.)

~~15. (a) 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?~~

~~(b) In your current year, do you have internally restricted funds? If so, what is the approximate, anticipated amount and what is the designated purpose?~~

Community Impact and Involvement

~~20.~~ 11. What are the size and characteristics of your principal audience? Are there any trends you've noticed in the past three years?

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

~~16. Do you consider community interests and issues in making programming decisions? If so, how do you determine those interests and how is the information implemented?~~ *[combined with question #14]*

~~17. (a) Briefly summarize any collaborations or partnerships within the last two years and the reasons for them.~~ *[combined with question #13]*

~~(b) Are the activities in 17a captured in formal strategic, business or other plans? ☐Yes or ☐No~~

~~18.~~ 13. Briefly summarize any outreach programs or strategies within the past two years, for the purpose of audience development or community building, including collaborations or partnerships. If any of these outreach initiatives focused on engagement of equity-seeking groups such as, but not limited to Indigenous people, people who are racialized, LGBTQ2+ people and Deaf people, and/or people with disabilities, please describe the engagement with detailed examples and specific actions. Include whether or not this is a new initiative and any relationship or partnership development.

~~(b) Are the activities in 18a captured in formal strategic, business or other plans? ☐Yes or ☐No~~

~~19. (a) Briefly summarize recent and planned outreach initiatives for the purpose of audience development (i.e. looking back two years and looking forward to the next two years).~~ *[combined with question #13]*

(b) Are activities described in 19a captured in formal strategic, business or other plans? ☐ Yes or ☐ No?

[question #20 moved to the beginning of this section]

21. Do you experience any issues in recruiting sufficient volunteers? *[combined with question #14]*

22. 14. Are there any highlights or issues related to community support and/or community input to inform programming (e.g. sponsorships, fundraising, in-kind support, volunteer participation etc.)?

Other

23. 15. Please use this space to provide any other important information not captured in questions 1 - 14.

Appendix D – Phase 3 Modifications to Process, Budget and Outreach

Summary of Proposed Changes for Phase 3: Guiding Principles and Priorities

- Organizations embedded in equity-seeking communities in the capital region are usually smaller, grassroots organizations with less administrative capacity than established arts institutions.
- Applicant organizations and/or grant writers for organizations who are Deaf, hard of hearing, or have a disability should have an equal opportunity to participate in the CRD Arts and Culture Support Service granting process. This will require providing access to low-barrier funding to hire service providers to assist with application process logistics. These accommodations have been offered by the Canada Council for the Arts and other arts funders for many years and are proven to increase access to the application process.
- Data collection for applicant organizations is required for program development, evaluation, reporting, and outreach. Best practices show that a voluntary identification form is the most effective way to achieve this in the application process. More detailed data can be collected through a sector-wide survey, as modeled by Calgary Arts Development.
- To support diverse participation in the Arts Advisory Council, CRD Arts and Culture should reduce barriers by covering some meeting expense needs and provide additional resources on EDI skills and competencies.
- Potential applicants have a wide-range of possible barriers to access, so an equally wide-ranging of outreach materials and accessibility measures for events should be available.

A. Access Assistance for Applicants

Develop access assistance for applicants who are Deaf, hard of hearing or have a disability and require support to submit applications and final reports.
- Application Process Support
  Added to all program guidelines:
  Applicants who are Deaf, hard of hearing or have a disability and need support to complete their grant applications can apply for funds to cover the costs of assistance from Service Providers. Fund levels depend on the service required and the grant application type and will be based on maximum amounts similar to those provided by Canada Council for the Arts[1]. Please contact CRD Arts and Culture at least three weeks before the grant program deadline to determine eligibility, request application support funding, and to review the process for payment to be made to your Service Provider. Requests for application support require approval from CRD Arts and Culture.
    Rationale
    - Policy problem: Some applicants who are Deaf, hard of hearing, or have a disability require service providers to assist them with application logistics.
    - Policy solution: By request of applicants who are Deaf, hard of hearing or have a disability, reimburse costs for application process support by service providers.

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[1] https://canadacouncil.ca/priorities/ongoing-priorities/equity/application-assistance

- o Outcome: Applicants who are Deaf, hard of hearing or have a disability are able to submit an application without needing to be out-of-pocket for application expenses.
  - o *Note: This support is not to be used to develop the grant application on behalf of the applicant. Rather this covers supports necessary for the applicant to participate in the application process. This policy proposal is based on existing application process supports that have proven effective at the* Canada Council for the Arts *and* BC Arts Council[2].

- Assistance for Submission of Final Reports for all project-based grants
  Add to program guidelines for Projects, IDEA, Incubator and Equity grant programs:
  Grant recipients who need to develop their Final Report orally or in Sign language or need other supports can request this through CRD Arts and Culture. The requirement for this support must be directly related to being Deaf or having a disability. Fund levels depend on the service required and the grant type and will be based on maximum amounts similar to those provided by Canada Council for the Arts. *This support is a contribution towards the costs of transcription services or Sign language interpretation to enable the recipients to submit their report in written English.*
  Rationale
  - o Policy problem: Grant recipients who are Deaf, hard of hearing, or have a disability currently have no clear method of requesting additional funding for support with the completion of final reports.
  - o Policy solution: By request of applicants who are Deaf, hard of hearing or have a disability, reimburse costs for service provider support with Final Report logistics.
  - o Outcome: Applicants who are Deaf, hard of hearing or have a disability are able to submit a Final Report without needing to be out-of-pocket for those expenses.
  - o *Note: This support is not to be used to develop the final report on behalf of the grant recipient. Rather, this covers supports necessary for the recipient to complete the reporting process. This policy proposal is based on existing application process supports that have proven effective at the* Canada Council for the Arts *and* BC Arts Council.

B. Tracking of Equity Implementation

- Equity Implementation statistics
  Develop a voluntary identification form as part of all grant programs for organizations embedded in equity-seeking communities to aid in program evaluation, program development and outreach.
  Rationale
  - o Policy problem: Currently there is no consistent metric across grant types that CRD Arts and Culture can use to track progress of the EDI lens implementation based on funding of organizations embedded in equity-seeking communities.
  - o Policy solution: Allow organizations embedded in equity-seeking communities to identify themselves through the application process to allow for better evaluation of success rates, funding distribution, and application access.
  - o Outcome: Allows stakeholders to have more visibility on the effect of CRD Arts and Culture's equity-lens implementation. Organizations based in equity-seeking communities are more likely to be aware of the nuanced needs and strengths of

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[2] https://www.bcartscouncil.ca/program/application-assistance/

that community, to be more impactful to that community and are also more likely to be underfunded, making this a particularly significant measure to track.
  - o *Note: this is based on the Canada Council for the Arts' Diversity Evaluation Worksheet, an identification form that has proven an essential tool in supporting equity-based metrics in arts funding.*

- Sector surveys
  Periodic demographic surveys of the region's arts sector.
    Rationale
    - o Policy problem: We currently do not have localized measures providing visibility on the demographic make-up of the arts sector in the capital region, including the participation of equity-seeking communities.
    - o Policy solution: Develop surveys to gather demographic data in the region's arts sector, including that of arts workers, administration and audiences.
    - o Outcome: Provides indicators on the demographic make-up in the region's arts sector, while maintaining privacy considerations by only sharing aggregate data. If done consistently over time, provides a resources for the arts sector providing visibility around changes in the region's arts and the relationship between the prevalence of artists from equity-seeking communities and their levels of funding.

- Reporting of Equity lens Implementation
  A dedicated location on the CRD Arts website providing information about the Implementation Framework, updates on actions, and relevant statistics. The equity statement in grant applications would direct to this URL.
    Rationale
    - o Policy problem: Currently the arts sector and general public cannot easily access information about progress made on the implementation of CRD Arts and Culture EDI lens. Current equity statement does not provide a way for the public to find out more about what actions have been taken.
    - o Policy solution: Develop a single accessible location on our CRD Arts and Culture website for plain language information about implementation of the CRD Arts and Culture equity commitment.
    - o Outcome: Create transparency around CRD Arts and Culture equity implementation to build trust with stakeholders.

C. Ensuring Arts Advisory Council processes are respectful and welcoming for members and adjudicators

- Embed information about emerging and equity-seeking arts communities and practices and guidelines supporting EDI skills and competencies into Arts Advisory Council (AAC) materials.
    Rationale
    - o Policy problem: AAC members and adjudicators have varied experience levels with emerging and equity-seeking arts communities and practices. Additionally, a lack of shared understanding may affect the capacity or willingness of members to participate in adjudication and council meetings.
    - o Policy solution: Embed information about cultural context, and EDI skills and competencies into AAC orientation materials, adjudication processes, meeting format, and at other identified opportunities.

- o Outcome: AAC members come into adjudications with a basic understanding of diverse cultural contexts. Guidelines provides standard of behaviour and basis of understanding at council meetings and adjudications.
- o *Note: for instance, currently, adjudication meetings begin with a land acknowledgement and EDI Subcommittee meetings begin with an Equity Statement and land acknowledgement. These are small examples of process work that could be done to make meetings and adjudications more respectful and welcoming for participants of all backgrounds.*

D. Accessibility for Arts Advisory Council (AAC) members

- • Provide access funding to allow for AAC member participation. Funding would be available for eligible expenses necessary to attend meetings at a maximum of $400/year/person.
    Rationale
    - o Policy problem: Those interested in volunteering for the AAC currently have no access to funding to support their access needs, limiting the potential diversity and affecting retention of AAC members.
    - o Policy solution: Provide expense reimbursement and information for access needs.
    - o Outcome: Interested volunteers with access needs are able to apply and participate with the AAC without being out-of-pocket for access needs. AAC and adjudication benefits from more diverse perspectives.

E. Areas of Priority Support for Budget Lifts

- • Increase Equity Grant maximum request amount to $10,000.
    Rationale
    - o Policy problem: organizations embedded in equity-seeking communities can only receive up to $5,000 through Equity Grants, while organizations may receive substantially more in Projects Grants. This sometimes forces organizations embedded in equity-seeking communities into choosing between the program designed for their benefit (Equity Grants) and the program that can provide the resources they need (Projects Grants).
    - o Policy solution: double the maximum request amount for Equity Grants from $5,000 to $10,000 to align with the larger grants provided through Projects Grants.
    - o Outcome: more organizations embedded in equity-seeking communities have access to the resources they need through the program most suited to their activities.

- • Double the budget for Equity Grants to account for higher maximum request amount in 2023.
    Rationale
    - o Policy problem: if the request amount to Equity Grants is doubled, but the program budget remains $25,000 (current level), then the applicant success rate would be reduced, or the awards would be severely scaled back, defeating the purpose of raising the maximum request amount.
    - o Policy solution: increase the Equity Grants budget from $25,000 to $50,000 in 2023 using the Operating Reserve Fund.
    - o Outcome: more Equity Grants projects can be funded at a higher award amount.

- *Note: as part of Phase 1 of the EDI Lens implementation framework, operating clients became eligible as Sponsor Societies, leading to more Equity Grants applications. This strongly indicates that the number of applications to Equity Grants will increase.*

- Allocate funding lifts with a top priority of adding new, high-performing applicants to Operating Grants.
  - <u>Rationale</u>
    - Policy problem: the goal of many organizations is to attain operating funding, which provides predictable and stable long-term support. The hurdle to attaining operating funding is high, especially when new funding can be allocated to existing clients. Also, an incremental lift to existing operating clients has a much smaller impact on the region's arts sector than the addition of a new, high-performing applicant to Operating Grants.
    - Policy solution: prioritize lifts to the Operating Grants budget for new, high-performing applicants to the program over incremental lifts for existing clients.
    - Outcome: new applicants to Operating Grants have a greater chance of success and more organizations, including those embedded in equity-seeking communities, in the arts sector receive stable and predictable funding.
    - *Note: this recommendation is aligned to the direction provided by the Arts Commission for the 2021 Arts and Culture Support Service budget lift. It would make this allocation method the default approach for staff recommendations for future years; however, final decisions would be made by the Arts Commission during the annual budget planning process.*

- Allocate any new funding lifts with a secondary priority of increasing project-based grants budget to activate more high-quality arts projects for smaller and emerging organizations.
  - <u>Rationale</u>
    - Policy problem: many small and growing organizations, including those embedded in equity-seeking communities that are not ready or not suitable for Operating Grants would benefit from more available funding through project-based grants (Projects Grants and IDEA Grants). Currently, project-based grants are highly competitive.
    - Policy solution: project-based grants receives lift as well any funds that remain unallocated to new, high-performing applicants to Operating Grants and larger lifts in subsequent years.
    - Outcome: over time, budget lifts continue to raise the project-based grants budget, allowing more small and growing organizations to be funded.

F. Increased Accessibility of Outreach Meetings

- Develop accessibility practices for public outreach meetings, such as info sessions, Summits and workshops. Practices include ASL interpretation, closed captioning, and accessibility considerations, and allows for the development of better practices over time.
  - <u>Rationale</u>
    - Policy problem: Currently ASL interpretation and closed captioning is done on an ad hoc basis at online meetings rather than based on policy. Best practices stipulates that accessibility should be the default rather than by request.
    - Policy solution: Provide consistent support for accessibility needs at all public outreach meetings.

- o Outcome: Those with a range of accessibility needs are accommodated at CRD Arts and Culture meetings by default and can engage with the sector without extensive preplanning and other barriers. Arts sector engagements benefit from more diverse perspectives.
  - o *Note: many of these practices, such as ASL and closed captioning, have been piloted online at the 2021 Arts Champions Summit and 2022 grant info sessions. So far, they have proven doable and appreciated by participants in creating a more accessible event.*

G. Increase Accessibility of CRD Arts and Culture Materials

Develop application materials and other CRD Arts and Culture documents with a broad range of accessibility considerations and increased transparency around adjudications processes. This includes the development and availability of:

- An expanded series of explainer videos providing information about each grant type, how to apply, eligibility criteria, and other topics relevant to potential applicants and stakeholders
- Physical documents, including application forms and guidelines for project based grants, providing web information about requesting materials by mail or pick-up
- Plain language review of grant guidelines and application forms
- Large print documents and forms, available online and by request in print
- Documents and forms that are readable by assistive technology for visually impaired applicants
- Braille documents available upon request
- Bringing web materials into compliance with Web Content Accessibility Guidelines 2.0 Level AA[3]
- More information for application on how project-based grant application questions are scored: provides increased transparency and allows applicants to tailor their application accordingly

  Rationale
  - o Policy problem: Equity-seeking communities is a broad term comprising an incredibly diverse group with a wide variety of needs and challenges.
  - o Policy solution: Develop and provide materials with a variety of needs in mind that also considers challenges such lack of web/computer access and learning styles.
  - o Outcome: By providing materials in a wide variety of formats, with an initial focus on application materials, the potential diversity of the application base also increases.
  - o *Note: CRD Arts has already produced an explainer video for Equity Grants[4] (Facebook link), as well as recorded grant info sessions with ASL interpretation and closed captioning[5] (Youtube link).*

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[3] https://www.w3.org/WAI/standards-guidelines/wcag/
[4] https://www.facebook.com/crdartsculture/videos/2281470885479165
[5] https://youtu.be/8P9iCqXW11w

Sources
- [Expanding the Arts: A Guidebook for Working with Artists who are Deaf or have Disabilities](6) (2015) by Canada Council for the Arts.
- [Accessibility Framework, Policy and Action Plan](7) (2020) by City of Victoria.
- EDI Lens Jurisdictional Scan (2021) by CRD Arts and Culture staff.
- Equity Grant Guidelines – Feedback from Stakeholder Interviews (2018) by CRD Arts and Culture staff.

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[6] https://canadacouncil.ca/-/media/Files/CCA/Commitments/Equity/ExpandingTheArtsGuidebook.pdf
[7] https://www.victoria.ca/EN/main/residents/about/accessibility.html

SUBJECT   **Arts & Culture Outreach Report**

ISSUE SUMMARY

This report describes the latest promotions and plans to advance the Capital Regional District (CRD) Arts & Culture Support Services Strategic Plan.

BACKGROUND

To inform the public about the value of our funding and provide transparency, staff disseminate media releases after grant allocations, and to announce initiatives, such as the Arts Champions Summit and the roll-out of the EDI Implementation Framework. These releases are distributed to local media outlets, resulting in media from local publications, such as the *Times-Colonist* and Black Press publications. Appendix A contains a selection of such articles from the past year.

IMPLICATIONS

Alignment with Existing Plans & Strategies

The methods described in this report support 2020-2023 Strategic Plan Goal 1 "Increase community appreciation and knowledge of regional arts, the benefits of arts and the value of public sector funding delivered through the Arts Service."

CONCLUSION

CRD Arts & Culture continues to develop and implement communication strategies to increase community appreciation for the value of its funding as well as that of the arts sector through a variety of modalities, which includes traditional print outlets. Staff continue to expand, refine and develop strategies as new best practices and media trends emerge.

RECOMMENDATION

There is no recommendation. This report is for information only.

Submitted by:	Vimala Jeevanandam, Community Outreach Coordinator
Concurrence:	Chris Gilpin, MPA, Manager, Arts and Culture

ATTACHMENT(S)
Appendix A: Selected clippings of 2021-2022 media coverage

Funding eligibility, space and decision-making power were listed as barriers to arts service access in a 2021 report. (Courtesy of Intrepid Theatre)

CRD Arts and Culture Service implements equity lens to operations, budget

Recommendations in 2021 report aim to remove systemic barriers to arts supports

VICTORIA NEWS STAFF / Apr. 28, 2022 2:00 p.m. / ENTERTAINMENT / LOCAL ENTERTAINMENT

The Capital Regional District Arts and Culture Support Service has adopted recommendations intended to promote equity, diversity and inclusion (EDI) in the region's art projects.

Allowing for consistent funding by removing systemic eligibility requirements, ensuring adequate artistic space and sharing organizing power and agency with otherwise marginalized groups are three recommendations the service is moving forward with following its December 2021 Arts Champions Summit and the accompanying 2021 What We Heard Report.

"We clearly heard a call from the community for urgency to continue making access to funding more equitable," said Coun. Jeremy Loveday, chair of the CRD Arts Commission. "We recognize much work remains to be done and believe that the approval of this implementation framework and the first phase of recommendations takes important first steps and puts us on a good path moving forward."

The phased timeline will see the EDI recommendations take shape in the service's operations by this summer, and incorporated into budget planning, processes and outreach by fall. An evaluation of the first phase and resulting next steps will happen in winter 2022 and will inform the 2024-27 arts service strategic plan.

The CRD Arts and Culture Support Service is supported by Saanich, Victoria, Oak Bay, Esquimalt, View Royal, Highlands, Metchosin, Sooke and Southern Gulf Islands. For more information, visit crd.bc.ca/arts.

READ ALSO: Arts and culture summit to reflect on impact, role of sector in Greater Victoria

READ ALSO: Study finds Vancouver Island arts sector generates $900 million annually

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ARTS AND CULTURE   CRD

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Our Community

>>> 18 arts groups get green light for grants, final deadline April 21

This spring, 18 non-profit arts organizations in the region will receive $120,000 in grants for arts projects through the CRD Arts and Culture Support Service.

The Project, Series and Extended Programming Grant will support events and festivals such as the Victoria Ska and Reggae Festival and Victoria Festival of Authors, as well as extended programming for organizations such as Fifty Fifty Arts Collective and Suddenly Dance Theatre.

"It is exciting to receive so many applications this year," said Jeremy Loveday, chairman of the Arts Commission. "After two years of COVID-19 restrictions, there is clearly enthusiasm and demand for arts programming in our communities, and this funding will help local arts organizations bring these events to life."

Twenty-six eligible applications were received, up from 17 applications in 2021. Total requests were over double the available amount of funding. However, the Arts Commission was able to fund two new recipients: Arts on View and La Société francophone de Victoria.

The second and final deadline for 2022 project grants is 4:30 p.m. April 21.

The CRD Arts & Culture Support Service is supported by Saanich, Victoria, Oak Bay, Esquimalt, View Royal, Highlands, Metchosin, Sooke and Southern Gulf Islands.
• For more info, go to crd.bc.ca/arts.

>>> Free reno program accepting applications

After a pandemic-forced pause, the Step Up Community Build Program, hosted by Horizon Pacific Contracting, is resuming and accepting applications until June 30.

The program offers free home renovations for families where at least one member is facing life challenges. Typical renovations include modifications such as a wheelchair ramp, accessible bathroom or the addition of aging-in-place features.

"One thing the pandemic did was highlight how important the functionality of the home space is," said Tim Agar, owner of Horizon Pacific Contracting. "This is especially acute for a family member whose mobility or other challenges are made worse by unsuitable aspects in the home."

Launched in 2018, the program was originally aimed at youth and their families. Since then, criteria have been widened to include any family that includes a member living in the home who is facing a challenge.

"There are many families providing support and they often don't have the resources to make even small changes in the home. But those small changes can make a huge difference every day," said Samantha Agar, program manager. "We want to reach those who don't have access to other assistance."

The home must be located in the Greater Victoria area and the family cannot be currently receiving charitable assistance from another non-government organization. Applications will be reviewed by a selection committee. The evaluation process includes a visit to the applicant's home.

Applications are evaluated based on how much of a difference the renovation will make in their daily life, and how the renovation will contribute to the applicant's overall well being and ability to enjoy a fuller life. It also takes into account how the renovation will allow the applicant to live more independently or more easily in the home.

Selected projects will be announced in July with work to begin later in the year. The deadline for applications is midnight on June 30.
• For more information, go to horizoncontracting.ca.

>>> Alzheimer Society widens services

The Alzheimer Society of B.C. has begun to offer many of the in-person sessions that were put on pause since the start of the COVID-19 pandemic.

The society plans to continue to offer online programming options as well, so clients can access the support they need in ways that work best for them.

The society's new hybrid program options include education workshops, support groups for caregivers and people living with early-stage dementia, as well as a fitness and social program that allows people living with early-stage dementia to stay active and connect with others.

"It's exciting to see people interact face to face again and participate in activities to stay active and reconnect with others," said Celia Kowch, Minds in Motion co-ordinator at the Alzheimer Society of B.C.
• For more information on in-person or online programs, go to alzbc.org/programs-services. For more information on upcoming webinars, go to alzbc.org/webinars.
parrais@timescolonist.com

Arts and culture summit to reflect on impact, role of sector in Greater Victoria

🔗 ProQuest document link

FULL TEXT

Public invited to participate in CRD's online Reframing our Arts Future summit on Dec. 7

The Capital Regional District arts and culture support service looks at Reframing our Arts Future, the theme for the third biennial Arts Champions Summit.

The Dec. 7 online event, held in three Zoom sessions, gathers the region's arts sector online and supports the CRD priority of informing and engaging the public, stakeholders and other governments to gain ideas, feedback and build support as well as promote and celebrate arts and culture.

"The 2021 Arts Champions Summit will celebrate how arts organizations are developing space, building capacity and sharing resources to create and present works by and for diverse communities," CRD arts commission chair Jeremy Loveday said in a statement.

"The conversations that happen over the summit will allow for complex reflection on our roles in developing a more diverse regional arts sector, as well as support the arts commission's commitment to developing an equity lens on CRD arts and culture operations and granting."

The summit opens with a traditional welcome from Cecelia Dick of Songhees Nation and an update from Loveday on the CRD arts and culture support service, followed by PechaKucha presentations on Reframing the Arts for Equity and an interview with Jesse Wente, chair of the Canada Council for the Arts.

It wraps with a panel and community conversation where regional arts leaders Regan Shrumm, Charles Campbell and Sean Guist discuss the question: What are the big changes needed to make the arts equitable? Community breakout groups follow. Feedback will inform the CRD's arts and culture advisory commission's equity, diversity and inclusion subcommittee.

The arts and culture support service is supported by Saanich, Victoria, Oak Bay, Esquimalt, View Royal, Highlands, Metchosin, Sooke and the Southern Gulf Islands. Learn more about it, and register online for the summit at crd.bc.ca/arts.

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DETAILS

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Reframing our Arts Future, set for Dec. 7, is delivered in three online sessions and provides an opportunity to explore and celebrate the role of arts in developing an equitable future for the region. All events will be conducted via Zoom and are open to the public. (Black Press Media file photo)

Arts and culture summit to reflect on impact, role of sector in Greater Victoria

Public invited to participate in CRD's online Reframing our Arts Future summit on Dec. 7

OAK BAY NEWS STAFF / Nov. 7, 2021 2:30 p.m. / ENTERTAINMENT / LOCAL ENTERTAINMENT

The Capital Regional District arts and culture support service looks at Reframing our Arts Future, the theme for the third biennial Arts Champions Summit.

The Dec. 7 online event, held in three Zoom sessions, gathers the region's arts sector online and supports the CRD priority of informing and engaging the public, stakeholders and other governments to gain ideas, feedback and build support as well as promote and celebrate arts and culture.

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READ ALSO: Study finds Vancouver Island arts sector generates $900 million annually

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Our Community

>>> Virtual race on to help support kids

The RBC Race for the Kids happens today across the province after a month of activities and fundraising efforts by participants. Now it's time for them to head out for a run or walk in their neighbourhoods, and support an event that has raised more than $15 million for the B.C. Children's Hospital since it began in 1986.

One of the top individual fundraisers is Victoria's A.J. Delisle, who is taking part because of the expert treatment his three-year-old daughter, Ophelia, has received at the Vancouver-based hospital.

Ophelia was born with Bartter Syndrome, a rare kidney condition, and is now an energetic toddler eager to take part in the race to help other children.

Delisle said the hospital has been very important to his daughter.

"Without the hospital as part of my extended family, Ophelia wouldn't be the happy three-year-old she is today — and for that we are truly grateful."

The race is being praised for its longevity.

"As the new president and CEO of B.C. Children's Hospital Foundation, I am proud to be part of the race team and this incredible long-standing legacy," said Malcolm Berry. "I am so grateful to see the amazing show of support from across the province.

The event is supporting vital cancer-related and mental-health initiatives that will help children directly, he said.
• To donate, go to visit racefortthekidsbc.com.

>>> Event aims to make kids' dreams come true

Trailblaze for Wishes is a virtual walk/run/hike event to help dreams come true.

Organized by Make-A-Wish Canada, it is continuing until July 28. Participants are invited to go at their own pace and establish fundraising goals so that children can have their wishes realized.

"We know that more than ever, especially a year into the COVID-19 pandemic, people are struggling to find hope and joy," said Simone Conner, Vancouver Island director for Make-A-Wish Canada. "There are currently thousands of children with critical illnesses across Canada

A.J. Delisle and his three-year-old daughter, Ophelia.
SUBMITTED

waiting for wishes to be granted, and a 30 per cent fundraising shortfall from our last fiscal year along with that."

Conner's son, Ryan, had his wish to meet NHL star Alex Ovechkin granted in 2011, which is inspiring her to take part in Trailblaze for Wishes this year.

The event is free, and people can sign up as individuals or as part of a team as they raise funds.
• Go to trailblazeforwishes.ca/vancouverisland to register.

>>> Capital Regional District supports 20 arts groups

The Capital Regional District Arts Commission has announced approval for $69,000 in funding to help 20 not-for-profit arts organizations, ranging from cultural associations to community groups.

"Funding recipients put forward impressive proposals that promise to benefit underserved artistic communities in particularly challenging times," said Victoria Coun. Jeremy Loveday, the commission's chairman.

"Moreover, the projects funded will support the development of a more vibrant and inclusive regional arts ecosystem."

The funding comes in two forms: Equity

and IDEA (Innovate, Develop, Experiment and Access) grants designed to broaden the reach to art groups and remove any barriers to funding; and Incubator grants to help with the development of new arts projects and increase the sustainability of the arts in general.

Included on the funding list are a Filipino-Canadian theatre workshop, healing drum sessions from the Oasis Society for the Spiritual Health of Victoria, an art installation for the Victoria Native Friendship Centre's Bruce Parisian Library and the Culture Den Society featuring contemporary dance performances that engage south Vancouver Island Indigenous communities, led by Lindsay Delaronde.

Grants range up to $5,000.

There is also the Friends of Bowker Creek Society program of free concerts (with a bicycle-powered sound system), music therapy for Our Place Society and a film festival put on by the Jewish Community Centre of Victoria.

The grants are part of the CRD's mandate to promote arts and culture. Support for the CRD Arts & Support service comes from Saanich, Victoria, Oak Bay, Esquimalt, View Royal, the Highlands, Metchosin, Sooke and the southern Gulf Islands.

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CRD

Making a difference...together

**REPORT TO ARTS COMMISSION
MEETING OF WEDNESDAY, MAY 25, 2022**

SUBJECT   **2023 Service Plan and Budget Timeline Implications**

ISSUE SUMMARY

The Arts Commission has directed staff to investigate the implications of producing a service plan and budget for the CRD Arts and Culture Support Service on a timeline that could be reviewed by the Arts Commission and inform the CRD provisional budget.

BACKGROUND

On April 27, 2022, the Arts Commission passed a motion arising "[t]hat staff be directed to report back to the Arts Commission at the May 2022 meeting on the implications and possible next steps of reviewing service planning and budget levels so that the Arts Commission could provide feedback that would be considered in the CRD provisional budget".

Because 2022 is an election year, the CRD 2023 provisional budget will be considered by the CRD Board on September 21, 2022, about 6-10 weeks earlier than in non-election years. Final budget review will be conducted by the next CRD Board in March 2023, as per usual.

On May 4, 2022, CRD Financial Services presented the 5-Year Financial Plan Preparation Guidelines to the Finance Committee. They were endorsed and subsequently adopted by the CRD board on May 11. These guidelines outline that:

> "Review and recommendation of the budgets by respective local commissions and committees where applicable will take place between September and November 2022. Any changes and inputs from the commission and committee budget review will be incorporated into the CRD 5-year Financial Plan for Board approval at final approval in March 2023."

These budget guidelines also include an estimate of inflation at 3% for 2023 budgets, which would function as the core budget increase for the Arts and Culture Support Service.

The currently scheduled meetings of the Arts Commission remaining for 2022 are: June 22 and September 28.

ALTERNATIVES

Alternative 1
That staff be directed to follow the timeline as set out in the Financial Plan Preparation Guidelines that have been approved by the CRD Board and to prepare a service plan and budget for review by the Arts Commission in September 2022 to be considered as part of the recommended changes for the final budget package.

Alternative 2
That staff be directed to prepare a service plan and budget to be reviewed by the Arts Commission in June 2022 to be considered as part of the recommended changes for the final budget package.

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IMPLICATIONS

Strategic Plan

The 2019-2022 CRD Corporate Plan concludes at the end this year. The 2023 planning cycle marks the final year of the CRD Board term and ensures organizational continuity through the development of the next Corporate Plan. Given the transition year, staff aim to limit changes to budget to approved initiatives and critical prioritized programs.

The 2020-23 CRD Arts and Culture Support Service strategic plan has largely been accomplished. The remaining initiative in progress is the EDI Implementation Framework. Recommendations with financial implications have been proposed in Phase 3 recommendations with funding from the service's operating reserve fund, which would not affect core budget levels. 2023 is the final year of the strategic plan and, as such, the focus will be on executing the remaining approved parts of that strategic plan, as well as preparing the next strategic plan.

Service Delivery Implications

Staffing capacity has been scheduled in anticipation of delivering a service plan and budget in September 2022. Alternative #1 would maintain all current deliverables on time in support of the strategic plan. For instance, as usual, The CRD Arts and Culture Progress Report would be reviewed by the Arts Commission in June 2022 and presented to the CRD Board in July 2022.

Alternative #2 would require changes to the timeline of service plan and annual deliverables. If Alternative #2 is approved, then reallocation of staffing capacity would defer work on the highly regarded Progress Report. This year, the Progress Report will be used to not only demonstrate the value of the CRD Arts Service to stakeholders (participating jurisdictions and clients), but also to provide evidence of a robust restart after the suspension of activities during the pandemic.

Financial Implications

A 3% lift to the Arts and Culture Support Service would add $77,700 to the arts granting budget, increasing it from $2,591,230 in 2022 to $2,668,930 in 2023.

CONCLUSION

The Arts Commission directed staff to examine the implications of preparing a 2023 service plan and budget to feed into the 2023 CRD provisional budget, which will be reviewed by the CRD Board earlier than normal due to this year's elections. On May 9, 2022, budget guidelines were released that detail how local commissions can provide feedback to the 2023 budget process from September to November 2022 in between the provisional and final budgets. Staff recommend that the Arts Commission align its feedback to the timeline in the budget guidelines.

RECOMMENDATION

That staff be directed to follow the timeline as set out in the Financial Plan Preparation Guidelines that have been approved by the CRD Board and to prepare a service plan and budget for review by the Arts Commission in September 2022 to be considered as part of the recommended changes for the final budget package.

Submitted by:	Chris Gilpin, MPA, Manager, Arts & Culture Support Service
Concurrence:	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer
Concurrence:	Robert Lapham, MCIP, RPP, Chief Administrative Officer