



ADMINISTRATIVE REPORT

Report Date: March 1, 2011
Contact: Richard Newirth
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RTS No.: 09054
VanRIMS No.: 08-2000-20
Meeting Date: March 17, 2011

TO: Standing Committee on City Services and Budgets

FROM: Director, Cultural Services, Grants, Awards and Support Programs

SUBJECT: 2011 Cultural Grants Allocations: Operating, Major Exhibiting Institutions and Project

RECOMMENDATION

THAT Council approve Operating Grants for 94 organizations at \$2,984,600, 5 Major Exhibiting Institutions at \$3,959,400, and Project Grants for 56 organizations at \$502,100, for a total grant allocation of \$7,446,100, including 21 additional one-time grants for special requests, as listed in Table 1 and Appendix A, source of funds to be the 2011 Cultural Grants budget (Operating, Major Exhibiting Institutions, Project).

GENERAL MANAGER'S COMMENTS

The General Manager of Community Services recommends approval of the foregoing.

COUNCIL POLICY

City Council established the annual civic grant programs in March 1978. The current Operating and Project Grant categories were approved on December 14, 1989.

On November 22, 1994, Council approved a *Request for Reconsideration* process whereby organizations who are not in agreement with the Assessment Committee recommendations and who further meet specific criteria are given a second review and are presented to Council at a later date.

On June 26, 2008, council approved the recommendations arising from the Review of Grant Programs (RTS# 07236) and adopted a new policy framework for the City's Cultural Grants Programs which realigned programs with the City's strategic cultural priorities and streamlined programs and administration. Since 2009, Council has reaffirmed its support of the new policy framework and the implementation of program recommendations.

Approval of grant recommendations requires eight affirmative votes.

PURPOSE

As listed in Appendix A, this report recommends approval of 156 Operating, Major Exhibiting Institution and Project grants, including one-time grants for special requests, for a total of \$7,446,100. The recommendations include, and are not in addition to any, advance Operating Grant instalments or payment schedules already approved by Council on December 14, 2010.

Appendix B includes the 2011 Cultural Grants Information Guidelines.

BACKGROUND

Program Description and Objectives

This program is intended to support a range of artistic and cultural activity including literary, visual, media, dance, theatre, music, multi-disciplinary, inter-disciplinary, Aboriginal, and community-based arts, reflecting different historic cultural traditions as well contemporary art forms and practises. The program has two categories: grants to support ongoing annual activity through **Operating** assistance as well as one-time or time-limited initiatives through **Project** assistance. Applicants must be Vancouver-based and registered as a non-profit society in good standing with the Province of BC among other eligibility criteria. Within these two categories, organizations also have the opportunity to request additional support for **Special Requests** such as audio recordings, media-based and online initiatives, literary publications, conferences, mentorships and artistic residencies.

Evaluation Criteria

Applications to this program are considered based on a thorough analysis by an Assessment Committee, comprised of independent community peer representatives and Cultural Planners from Cultural Services, against the evaluation criteria (see Appendix B), including:

- Artistic merit as demonstrated through merit of activities and services, clear vision/mandate, distinctiveness of activities for artists and the public.
- Organizational competence as evidenced through competent administration and governance, financial stability and accountability, achievable budgets, financial practices and planning.
- Community impact as demonstrated through accessibility by the public (including Vancouver's diverse communities), community support, promotion and outreach.
- Alignment and support of the City's cultural vision and strategic cultural priorities.

Request for Reconsideration Process

Every effort is made to create a fair and transparent process for the assessment of grant requests. As requests for assistance will always exceed the available budget, the process is competitive and not all requests meet the evaluation criteria to the same degree as other applicants in the competition. The Reconsideration process ensures consistency in reconsidering grant recommendations.

1. **Informal Request for Clarification:** the applicant may discuss the concerns with staff in order to gain a fuller understanding of the recommendation and the process.

Additional information can be provided such as Assessment Committee comments, the overall demand and available budget.

2. **Formal Request for Reconsideration:** a formal application will be permitted in two instances only:
 - a) if the nature of the request for reconsideration claims that eligibility criteria have not been properly applied; and/or
 - b) if the nature of the request for reconsideration claims that financial information from the applicant has not been accurately assessed.

As recommendations are made by an Assessment Committee which cannot be re-convened, it is Council’s policy *not* to reconsider requests based upon quality of programs, organizational competence, community impact, and other specific evaluation criteria. Any formal requests for reconsideration will be considered by Council in a separate report and at a later date.

DISCUSSION

Assessment Process

Cultural Services invites qualified members from the arts and cultural community to participate in various cultural Assessment Committees through a nomination process. The 2011 Cultural Grants Assessment Committee consisted of artists and administrators representing a variety of sectors in the community including: literary, theatre, festivals, visual and media arts, music, dance, arts facilities galleries/museums, and arts education.

2011 Cultural Grants Assessment Committee Peer Members

Hank Bull	Yvonne Chartrand	Michael Dobbin	Shaun Taylor	Aaron Chapman
Beth Carter	Jennifer Clarke	Linda Gorrie	Stefan Smulovitz	Kris Anderson
Germaine Koh	Edmond Kilpatrick	Hazel Venzon	Lan Tung	Val Mason
Evelyn Lau				

These members bring significant experience, current knowledge and specific expertise to the discussion which adds value to the process. Along with Cultural Planners, this Assessment Committee evaluated all requests against the explicit evaluation criteria and proposed consensus recommendations. This process augments City staff’s ongoing consultation with organizations, attendance at their events, as well as meetings with their staff and board members.

Assessment Committee Observations and Recommendations

Operating and Project Grant recommendations

In total, the Assessment Committee members reviewed applications from 171 organizations, of which twelve were first-time requests. After a thorough review of all applications against very specific evaluation criteria, the Committee is recommending support for 156 organizations including eight first-time applicants.

Seven Project organizations applied to the Operating program and 3 are being recommended for support through that program while 4 are not due to either pressure on the Operating budget or not meeting the criteria for that program at the same level as their peers. Most of these groups, however, are being recommended for support through the Projects program.

As is consistent with every review process, the total recommendations exceed the available budget and in a competitive process, some requests are not being recommended for support. In some cases this was due to significant transition evident within an organization, or not meeting the evaluation criteria at a high level.

Special Request Recommendations

As a result of the Cultural Grants review and a new program framework approved by Council, staff broadened program criteria to allow special requests for additional assistance in the areas of audio recordings, media-based and online initiatives, literary publications, as well as conferences, mentorships and artistic residencies. Twenty-one, one-time grants are being recommended to support special initiatives.

The conferences, mentorships and artistic residencies are a way of building individual and organizational capacity but also provide direct support to individual artists. This year fourteen artists are being recommended for mentorships and residencies hosted by several cultural organizations in Vancouver: Lisa Ravensbergen, Carolyn Yu, Omari Newton, Quelema Sparrow, Tara Cheyenne Friedenber, Camille Gingras, Candelario Andrade, Josh Martin, Amber Funk Barton, Curtis Andrews, Alex Mackenzie, Justin Muir, Allison Collins and Sean Devine.

In addition, hundreds of artists and cultural administrators will also receive professional development and valuable networking support through six conferences being recommended for assistance and being presented by the Dance Centre, Tap Dance Society, PuSh Festival, Greater Vancouver Professional Theatre Alliance, Touchstone Theatre (in partnership with the Arts Club Theatre), and the Western Front Society.

The committee is also recommending that three audio recordings be funded to support the work of local musicians and ensembles including the Turning Point Ensemble, Red Shift Music and Standing Wave Society. One web-based initiative lead by the grunt gallery is also being recommended for support.

This assistance will complement the additional grants support from the City: \$871,000 in 2010 and approximately \$629,000 in 2011, through the one-time 125th Anniversary Grants program which will assist several cultural and non-cultural organizations in celebrating the city's 125th anniversary (RTS 08271, July 6, 2010).

See Appendix A for a summary of Grant recommendations.

Assessment Committee Observations

Several cultural organizations continue to mitigate the cumulative effects of recent reductions in provincial arts funding (BC Gaming and the BC Arts council). Organizations are focusing their limited resources on specific projects and several are revisiting their mission and operations and developing more effective models to achieve their goals. Artistic integrity has been maintained at all costs but with fewer people doing more work which could challenge long-term organizational sustainability.

The sector is maturing with several organizations realizing milestone anniversaries in 2011: Vancouver Access Artist Run Centre is 20, the Alliance for Arts and Culture is 25, Headlines Theatre is 30, and the Powell Street Festival is 35, to name a few. A number of successions were noted with longstanding leaders leaving several established institutions including Centre-A, Artspeak, Western Front, Contemporary Art Gallery, and Green Thumb Theatre. In these new positions and in the formation of brand new societies, a new generation of artists are establishing themselves. New societies are being recommended to the funding program for the first-time: Balcone (visual arts), 221A Artist-Run-Centre (visual arts and design), Twenty-Something Theatre, Tomoe Arts (Japanese classical dance and performing arts) and the Plastic Orchid Factory (dance).

The level of support from the City of Vancouver was highlighted by the assessment committee. It also recognized the City as a stable funding source for a sector that has been destabilized for the past three years and was encouraged by Council's increased support to the sector by 2% in the 2011 Cultural Grants budget. Through data gathered from the CADAC (Canadian Arts on-line Database) with a sample of 100 groups receiving Operating funds from the City of Vancouver, BC Arts council, and Canada Council, civic funding plays a significant contribution to public sector revenues. In 2009, total City of Vancouver cultural funding through Operating, Projects and other city grants was \$9.6M, while BC Arts Council Operating and Projects and other provincial arts council funding was \$7.2M (2008/09 BC Arts council budget was close to \$19M), and Canada Council Operating, Projects and other CC funding was \$10.2M. If you factor in the Department of Canadian Heritage, BC Gaming and other government revenues, in 2009 total municipal or regional funding was \$9.7M, total provincial funding was \$11.6M and total federal funding was \$16.4M.

The peer assessment committee members also provided clear input on how the program and assessment process could be improved including revising the application forms, revisiting certain criteria, and making the process less administrative for the applicants. They were impressed with the consolidation of financial and statistical forms into one common form with the three levels of public sector funding through the online CADAC initiative and encouraged the same for the narrative portion of the application. Staff will take this input into consideration for the next planning cycle for the cultural grants program.

Staff would like to thank the peer committee members for their enormous contribution to the assessment process in terms of their time, knowledge and input.

Major Exhibiting Institutions

The five Major Exhibiting Institutions were fully integrated into the annual peer review process three years ago. These institutions are the H.R. MacMillan Space Centre, Museum of Vancouver, Science World, Vancouver Art Gallery, and Vancouver Maritime Museum. The intention was to move away from a purely staff-driven assessment and include these major institutions into a peer assessment process and discussion and include them in the national CADAC database. The process still respects the important role these organizations play in the community, and in particular those who are custodians of civic art collections, and is consistent with other key public sector arts funding assessment processes (BC Arts Council, Canada Council).

Community and Neighbourhood Arts Development Grants

Recognizing the continuum evident within the cultural community from amateur to professional practice, this community arts-driven program stream provides broader access to the city's cultural grants programs and supports a wider range of arts and cultural development and engagement. Staff launched this program last September to much community interest and Council approved grants to 17 organizations in December of 2010. The next deadline is March 2011. A report on the recommendations will be submitted to Council in May 2011.

FINANCIAL IMPLICATIONS

As listed in Appendix A, this report recommends approval of 156 grants to Operating, Major Exhibiting Institution and Project groups, including 21 one-time grants for special requests for a total amount of \$7,446,100.

The recommendations include, and are not in addition to any, advance Operating Grant instalments or payment schedules already approved by Council on December 14, 2010. Appendix B includes the 2011 Cultural Grants Information Guidelines.

The total requested amount and the total recommended amount are indicated in Table 1.

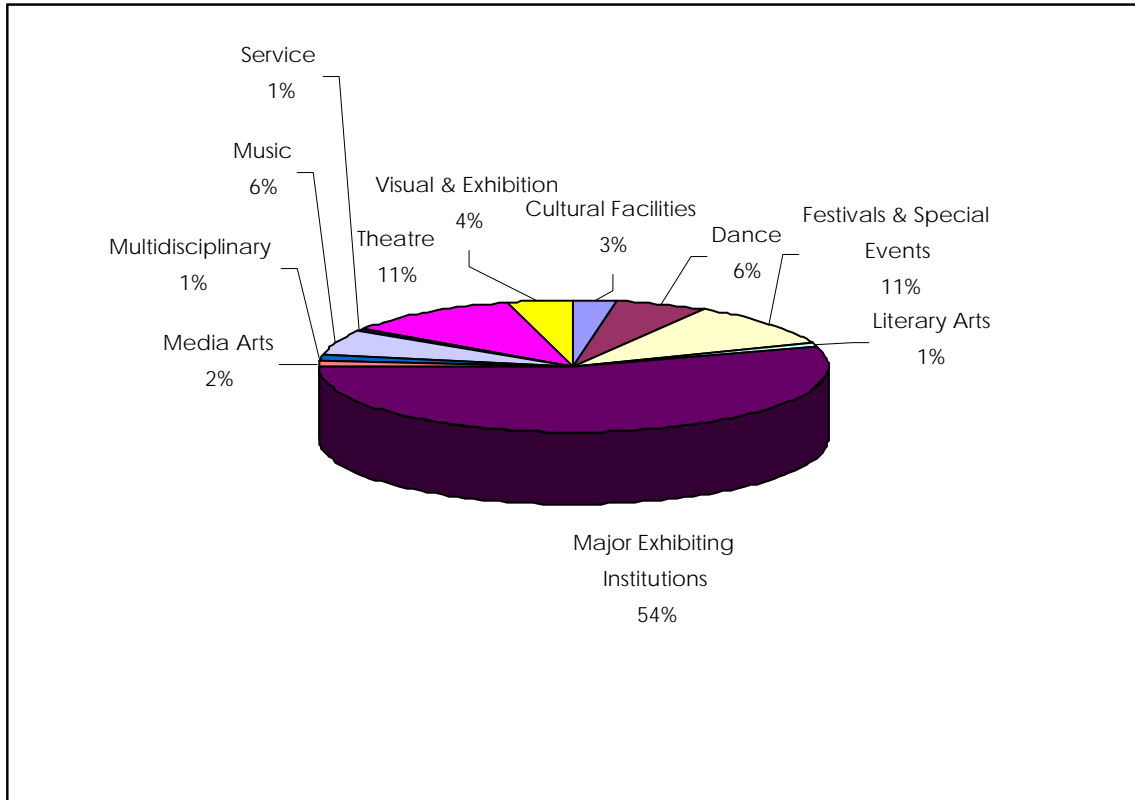
Table 1
Recommendations for 2011 Operating, Major Exhibiting Institution and Project Grants

	No. of Applicants	Total Request \$	No. Rec.	Base Grant Rec. \$	*Special Request Rec. \$	Total \$ Rec.
Operating	96	3,481,091	94	2,852,600	132,000	2,984,600
Major Exhibiting Institutions	5	4,127,588	5	3,959,400	0	3,959,400
Project	70	893,100	56	463,600	38,500	502,100
Total	171	8,501,779	155	7,275,600	170,500	7,446,100

**Special Request Recommendations - see page 4.*

The 2011 Cultural Grants budget is \$10,554,400. Approval of these recommendations, a total of \$7,446,100, leaves an unallocated balance of \$3,108,300 in the Cultural Grants budget which will be allocated through other programs including Theatre Rental Grants, Community and Neighbourhood Arts Development grants, Arts Capacity, and 125th Anniversary Grants program and will be reported to Council in separate reports later this year.

Chart 1: Recommendations by Discipline



CONCLUSION

The recommendations reflect a careful and considered assessment process with significant input from the arts and cultural community. Approval of the recommendations will provide an essential contribution to, and build upon the City's strategic investment in, those organizations that develop, enliven, enhance and promote arts, culture and cultural diversity in the city that benefit its citizens, creative community, and visitors.

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2011 City of Vancouver Cultural Grants Allocations

Operating, Major Exhibiting Institutions, and Projects

Organization Name	2011 Request	2011 Recomm.	2010 Grant	2011 Special Request	2011 Special Recomm.
OPERATING					
Alliance for Arts & Culture Soc.	45,000	45,000	45,000		
Arts Club Of Vancouver Theatre Soc.	200,000	155,000	155,000		
Artspeak Gallery Soc.	35,000	29,000	27,000		
Axis Theatre Soc.	38,000	34,000	34,000		
Ballet B.C. (Pacific Ballet B.C. Soc.)	108,000	93,000	93,000		
Bard on the Beach Theatre Soc.	40,000	22,000	22,000		
Battery Opera Performing Arts Soc.	20,000	13,000	10,500		
Boca Del Lupo Theatre Soc.	35,000	27,000	27,000		
Canadian Music Centre - B.C.	27,000	22,000	17,000		
Carousel Theatre Soc.	38,000	30,000	30,000		
Centre culturel francophone de Vancouver	25,000	18,000	16,000		
Chor Leoni Men's Choir	20,000	17,000	16,500		
Cineworks Independent Filmmakers Soc.	36,000	36,000	34,000	7,000	7,000
Co. Erasga Dance Soc.	18,000	10,000	7,500		
Coastal Jazz and Blues Soc.	100,000	85,000	82,500		
Contemporary Art Gallery Soc.	70,000	67,000	65,000		
Craft Council of B.C.	23,000	13,000	13,000		
DanceHouse (Seismic Shift Arts Soc.)	40,000	20,000	20,000		
Dancing on the Edge Festival Soc.	25,000	25,000	25,000		
DOXA Documentary Film and Video Festival (The Documentary Media Soc.)	20,000	17,000	15,000		
Early Music Vancouver (Van. Soc. for Early Music)	36,000	34,000	30,500		

Organization Name	2011 Request	2011 Recomm.	2010 Grant	2011 Special Request	2011 Special Recomm.
EDAM Performing Arts Soc.	25,000	20,000	20,000		
Electric Company Theatre Soc.	42,000	35,000	35,000	12,000	0
Elektra Women's Choir	18,000	13,500	13,500		
Firehall Theatre Soc.	70,000	70,000	65,000		
Flamenco Rosario (Rosario Ancer Flamenco Arts Soc.)	13,795	10,000	10,000	2,655	0
Full Circle: First Nations Performance Soc.	11,000	11,000	11,000	4,000	0
Gallery Gachet Soc.	75,000	19,000	19,000		
Greater Van. Professional Theatre Alliance	7,500	6,500	6,500	3,500	3,500
Green Thumb Theatre for Young People (Green Thumb Players Soc.)	60,000	58,000	55,000		
grunt gallery (Visible Arts Soc.)	36,000	35,000	33,000	15,000	10,000
Hard Rubber New Music Soc.	10,000	8,000	8,000		
Headlines Theatre (Theatre for Living Soc.)	24,200	24,000	22,000		
Joe Ink Performance Soc.	17,500	15,000	15,000		
Karen Jamieson Dance Soc.	20,000	13,000	10,000		
Kidd Pivot Performing Arts Soc.	28,000	24,000	24,000		
Kokoro Dance Theatre Soc.	18,000	17,000	16,000		
Leaky Heaven Performance Soc.	20,000	17,000	17,000		
Malaspina Printmakers Soc.	13,000	13,000	13,000	9,000	0
Mascall Dance Soc.	20,000	11,000	11,000	5,000	0
MOVE: the company (Movement Dance Productions Soc.)	12,000	0	2,000		
Music in the Morning Concert Soc.	20,000	20,000	20,000		
Musica Intima Soc.	30,000	21,000	19,000		
Native Daughters of B.C., Post No. 1	6,000	6,000	5,000		

Organization Name	2011 Request	2011 Recomm.	2010 Grant	2011 Special Request	2011 Special Recomm.
New Orchestra Workshop Soc.	15,000	12,000	10,000		
New Performance Works Soc.	12,000	11,000	10,000	12,000	8,000
Newworld Theatre Soc.	34,000	32,000	30,000	10,000	0
Norman Rothstein Theatre (Van. Westside Theatre Soc.)	20,000	20,000	18,000	10,000	0
Or Gallery Soc.	29,000	29,000	27,700		
Pacific Baroque Orchestra Soc.	25,000	19,500	19,500		
Pacific Cinémathèque Pacifique	50,000	45,000	43,000		
Pacific Theatre (First Pacific Theatre Soc.)	20,000	14,000	14,000		
Pink Ink Theatre Productions Assn.	28,000	20,000	20,000	10,000	10,000
Pitt Gallery (Unit/Pitt Soc. For Arts and Critical Awareness)	25,000	17,500	17,500		
Playwrights Theatre Centre	40,000	38,000	35,000	4,000	4,000
Powell St. Festival Soc.	18,000	18,000	16,000		
Public Dreams Soc.	30,000	17,500	17,500	7,300	0
PuSH International Performing Arts Festival Soc.	80,000	76,000	70,000	20,000	10,000
Radix Theatre Soc.	15,000	11,000	11,000	20,000	10,000
Ruby Slippers Productions Soc.	20,000	14,000	14,000	10,000	0
Rumble Productions Soc.	30,000	30,000	26,000	11,000	10,000
Satellite Video Exchange Soc.	30,000	26,000	24,000	2,475	0
The Only Animal Theatre Soc.	18,500	12,000	12,000	10,000	0
Théâtre la Seizième	32,500	27,500	27,500		
Theatre Replacement Soc.	25,000	22,000	20,000	13,500	0
Theatre Terrific Soc.	15,000	10,000	12,000		
Touchstone Theatre Soc.	40,000	35,000	35,000	8,000	5,000

Organization Name	2011 Request	2011 Recomm.	2010 Grant	2011 Special Request	2011 Special Recomm.
Turning Point Ensemble	25,000	25,000	20,000	15,000	15,000
Urban Ink Productions Soc.	18,000	14,000	14,000	19,000	17,000
Uzume Taiko Drum Group Soc.	10,000	6,000	8,000		
Van. Access Artist Run Centre	16,000	13,600	12,500	15,000	0
Van. Cantata Soc.	20,000	18,000	17,000		
Van. Centre for Contemporary Asian Art (Centre A)	40,000	37,000	35,000		
Van. Chamber Choir	20,000	18,000	16,000	10,000	0
Van. Chinese Instrumental Music Soc.	7,000	5,000	7,000		
Van. Co-operative Radio (Community Radio Edn. Soc.)	24,000	22,000	20,000		
Van. Dance Centre Soc.	78,840	73,000	73,000	19,160	7,500
Van. East Cultural Centre	110,000	110,000	110,000	5,000	5,000
Van. Folk Music Festival Soc.	90,000	80,000	80,000		
Van. Fringe Festival (First Van. Theatrespace Soc.)	42,000	40,000	38,000	10,000	0
Van. Intl. Children's Festival Soc.	136,500	126,500	126,500		
Van. Intl. Dance Festival Soc.	25,000	23,500	22,000		
Van. Intl. Film Festival Soc.	60,000	50,000	48,000		
Van. Intl. Writers Festival Soc.	65,000	62,000	60,000		
Van. Latin American Film Festival (First Latin American Film Festival of Vancouver)	20,000	14,000	11,000		
Van. Moving Theatre Soc.	30,000	25,000	15,000		
Van. New Music Soc.	33,000	33,000	29,000		
Van. Opera Assn.	40,000	30,000	29,000		
Van. Out on Screen Film Festival Soc.	27,500	27,500	25,000		
Van. Playhouse Theatre Company	100,000	0		15,000	0

Organization Name	2011 Request	2011 Recomm.	2010 Grant	2011 Special Request	2011 Special Recomm.
Van. Summer Festival Soc.	38,000	33,000	30,000		
Van. Symphony Soc.	55,000	50,000	50,000		
Vetta Chamber Music and Recital Soc.	7,000	7,000	7,000		
Wen Wei Dance Soc.	22,000	19,000	18,000		
Western Front Soc.	58,256	44,500	40,000	16,500	10,000
Western Theatre Conspiracy (Western Theatre Conspiracy Arts Soc.)	15,000	10,000	10,000	10,000	0
Sub-total OPERATING	3,481,091	2,852,600	2,736,200	341,090	132,000

Organization Name	2011 Request	2011 Recomm.	2010 Grant	2011 Special Request	2011 Special Recomm.
MAJORS					
H.R. MacMillan Space Centre	538,888	524,400	524,400		
Museum of Vancouver (Van. Museum Soc.)	821,000	758,000	746,500		
Science World (A.S.T.C.)	100,000	96,000	94,800		
Van. Art Gallery	2,247,700	2,181,000	2,167,500		
Van. Maritime Museum Soc.	420,000	400,000	400,000		
Sub-total MAJORS	4,127,588	3,959,400	3,933,200	0	0

Organization Name	2011 Request	2011 Recomm.	2010 Grant	2011 Special Request	2011 Special Recomm.
PROJECT					
221A Artist Run Centre Soc.	18,850	6,000			
605 Collective Dance Soc.	10,000	8,000	5,000		
Aeriosa Dance Soc.	10,000	9,000	8,000		
Animals of Distinction Arts Soc.	15,000	7,500			
Artists' Legal Outreach	24,500	0			
Arts in Action Soc.	10,000	10,000	8,000		
Asian-Canadian Special Events Assn.	20,000	5,000	0		
B.C. Book Prizes (West Coast Book Prize Soc.)	4,000	0	1,000		
Balcone	13,000	5,000			
Barking Sphinx Performance Soc.	4,000	4,000	2,000	5,000	0
Blackbird Theatre	13,000	7,000	7,000		
Canadian Alliance of Dance Artists - B.C. Chapter	10,000	0			
Caravan World Rhythms Soc.	13,000	13,000	11,000	10,000	8,000
Children's Arts Umbrella Assn.	24,000	10,000	12,500		
Chinese Cultural Centre of Van.	3,000	0			
Community Arts Council of Vancouver	8,500	6,000	0		
Companie Vision Selective Arts Soc.	15,000	6,000			
Dancers Dancing Dance Soc.	10,000	0	3,000		
exit.left productions	5,000	0			
Fillip (Projectile Publishing Soc.)	12,000	7,000	10,000		
Fugue Theatre Soc.	12,500	8,000	4,000		
Geist Foundation	7,050	6,000	2,500		

Organization Name	2011 Request	2011 Recomm.	2010 Grant	2011 Special Request	2011 Special Recomm.
Health Arts Soc.	30,000	17,000	15,000		
Horseshoes and Hand Grenades Theatre Soc.	15,000	12,000	7,000		
ITSAZOO Productions	10,000	0	7,000		
Jewish Community Centre of Greater Van.	12,000	10,000	9,000		
Kinesis Dance Soc.	10,000	0			
Live Biennial of Performance Art Soc.	25,000	25,000	5,000	10,000	8,000
Lu'ma Native BCH Housing Soc.	20,000	0			
Mandala Arts and Culture Soc.	10,000	8,000	2,000		
marta marta HoP Soc.	10,000	3,000			
Miscellaneous Productions Soc.	20,000	10,000	12,000		
Mortal Coil Performance Soc.	15,000	5,000	7,000		
Multilingual Orientation Service Assn. for Immigrant Communities (MOSAIC)	8,400	0			
New Forms Media Soc.	18,000	10,000	9,000		
Out Innerspace Dance Theatre and Film Soc.	8,000	7,500	3,000		
Pacific Assn. of Artist-Run Centres (P.A.A.R.C.)	10,000	9,000		10,000	8,000
Pride in Art Soc.	25,000	11,600	8,000		
Raven Spirit Dance Soc.	5,000	2,500	4,000		
Realwheels Soc.	25,000	10,000	15,000		
Redshift Music Soc.	22,000	10,000	9,500	6,000	5,000
Reel to Real: Celebration of Moving Images Soc.	20,000	16,000	14,000		
Revelry Celebration Designers Soc.	10,000	3,000			
Screaming Weenie Productions	10,000	10,000	5,000		
Soc. for Disability Arts and Culture	20,000	10,000	16,000		

Organization Name	2011 Request	2011 Recomm.	2010 Grant	2011 Special Request	2011 Special Recomm.
Solo Collective Theatre Soc.	14,000	10,000	10,500	9,000	0
Standing Wave Soc.	8,200	8,000	3,500	9,000	8,000
Sub-TERRAIN Literary Collective Soc.	10,000	7,000	5,000		
The Chop Theatre	11,000	7,000			
The Plastic Orchid Factory Soc.	8,000	6,500			
The Response Dance Soc.	6,000	5,000	3,000		
Tomoe Arts Soc.	12,000	4,500			
Tomorrow Collective Arts Soc.	14,000	11,000	8,000		
Twenty-Something Theatre.	7,000	4,000			
Up in The Air Theatre Soc.	12,000	10,000	7,000		
Van. Asian Canadian Theatre	15,600	0	0		
Van. Asian Film Festival Soc.	12,000	7,000	7,000		
Van. Asian Heritage Month Soc.	5,000	4,000	4,000		
Van. Cantonese Opera	13,000	0	6,000		
Van. Inter-Cultural Orchestra (VICO)	8,000	8,000	6,000		
Van. Intl. Song Institute Soc. For Innovation in Song Studies (VISI)	14,000	10,000	5,000		
Van. Jewish Film Festival	12,000	7,500	7,500		
Van. Review Publication Soc.	20,000	0	11,000		
Van. Soc. of Storytelling	10,000	5,000	5,000		
Van. Tap Dance Soc.	4,000	3,000	2,000	2,500	1,500
Van. Theatresports League	10,000	5,000	5,000		
Virtual Stage Arts Soc.	10,000	9,000			
Visceral Visions	14,000	7,000			

Organization Name	2011 Request	2011 Recomm.	2010 Grant	2011 Special Request	2011 Special Recomm.
Women in Film and Television Vancouver Soc.	2,500	0	10,000		
Word on the Street Festival (Van. Book & Magazine Fair Soc.)	20,000	18,000	16,000		
Sub-total PROJECT	893,100	463,600	343,000	61,500	38,500
Grand TOTALS	\$8,501,779	\$7,275,600	\$7,012,400	\$402,590	\$170,500

TOTAL GRANT RECOMMENDATIONS	Base Grant	\$7,275,600
	Special Requests	\$170,500
% of increase over 2010 = 2%	Total	\$7,446,100

TOTAL GRANT RECOMMENDATIONS 2010		\$7,330,100
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COMMUNITY SERVICES GROUP
CULTURAL SERVICES

CULTURAL GRANTS PROGRAM - INFORMATION GUIDE FOR 2011

This guide is updated annually to provide current information on the Cultural Grants program and application process. Please read through carefully before you make an application.

If this is your first time making an application to the City of Vancouver, or if you require further assistance, we encourage you to speak or meet with a staff member of Cultural Services to ensure that your proposal is eligible and to ask any questions which may assist you in putting an application together.

Tel: 604.829.2007
Hours: Monday - Friday 8:30 am - 4:30 pm
Email: culture@vancouver.ca

This information and other information on all of our programs and services are available on our website:

<http://vancouver.ca/culture>

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INTRODUCTION TO CULTURAL SERVICES

Cultural Services is a department of the City of Vancouver within the Community Services Group, which delivers cultural programs and services on behalf of the City and in collaboration with the community. Some of the areas in which Cultural Services engages are as follows:

Policy Development - staff work with other civic departments, City Council and the community to ensure cultural priorities are embedded in civic policy wherever possible. The Culture Plan 2008 - 2018, which sets out the City's policy and goals on culture, is a recent example of this work.

Public Art - is a program that aims to incorporate contemporary art practices into city planning and development. The program provides opportunities to commission artists for work to be placed in civic buildings, greenways, parks and other City-owned public places as well as in private locations through rezoning processes.

Facilities - staff work to develop and sustain cultural infrastructure through the provision of City-owned or leased land and buildings, live/work studio spaces, access to venues through community use agreements, delivers a cultural infrastructure grant program, and develops new space through zoning incentives with a density bonus program.

Grants, Awards and Support Programs - programs of assistance are offered to the community through Cultural Grants to support both operational and special project initiatives of arts and cultural organizations; an Arts Awards program which includes the Mayor's Arts Awards, Poet Laureate, Artist Live/Work Studios and the Vancouver Book Award; and advertising opportunities through Transit Shelters and Video Screens.

Vancouver Civic Theatres - operates three major City-owned performing arts venues: Vancouver Playhouse, Queen Elizabeth Theatre and the Orpheum. These are venues for live entertainment, performing arts and public assembly and are home to some of the city's principal non-profit performing arts organizations.

Special Projects - Hastings Park/PNE Planning. Cultural Services provides project management oversight for the long-term future development of Hastings Park as a major new urban park which will see the comprehensive use of green space, an annual summer fair, seasonal amusement activities and a mix of community and commercial activities within the Park and buildings.

For more information on Cultural Services please visit our website:

<http://vancouver.ca/culture>

CULTURE PLAN FOR VANCOUVER

With significant input from the local community and leadership from the Creative City Task Force, the Culture Plan 2008 - 2018 was created and adopted by City Council in June of 2008. The Plan outlines a renewed vision for how the City will enhance and expand the City's role and relationship with the creative sector.

VISION

The City of Vancouver, through Cultural Services, aims to develop, enliven, enhance and promote arts, culture and cultural diversity in the City in ways that benefit its citizens, creative community, cultural entrepreneurs, business sector and visitors.

CULTURAL GRANTS PROGRAM OBJECTIVES and DESCRIPTION

The program is intended to support a range of artistic and cultural activity including literary, visual, media, dance, theatre, music, multi-disciplinary, inter-disciplinary, Aboriginal, and community-based arts, reflecting different historic cultural traditions as well contemporary art forms and practises. The program provides grants to support ongoing annual activity through Operating assistance as well as one-time or time-limited initiatives through Project assistance.

Eligibility Criteria

- **Operating Assistance:** for established organizations that have an ongoing presence in Vancouver and a track record of quality public programs and services. Applicants must be registered as a non-profit society in good standing with the Province of BC, having been established legally and in operation for at least 2 years prior to the application deadline and have recently received and successfully completed two City Project grants.
- **Project Assistance:** for new and/or developing organizations, or organizations working on a project basis or undertaking a special one-time initiative. Applicants must be registered as a non-profit society in good standing with the Province of BC, having been established legally and in operation for at least 6 months at the time of the application deadline.
- Applicants should be based and must be active in Vancouver and provide programming and services that are open to the public and publicized city-wide.
- All principal professional artists should be compensated for their participation commensurate with industry standards. For more information on these standards, please refer to the following organizations:
 - American Federation of Musicians: www.afm.org
 - Canadian Actors Equity Association: www.caea.com
 - Canadian League of Composers: www.clc-lcc.ca
 - Canadian Alliance of Dance Artists: www.cadadance.org
 - Professional Writers Association of Canada: www.pwac.ca
 - Canadian Artists Representation/Le front des artistes canadiens/CARFAC: www.carfac.ca

- Applicants should have professional paid administration and artistic leadership; this is a requirement for Operating assistance, and strongly encouraged for Project assistance.
- Applicants must have other revenue sources for their activity which may include self-generated revenue (ticket sales, concession, memberships), funding from other levels of government (provincial, federal) and private sector support (fundraising, foundations, sponsorship, cash and in-kind donations).
- Applicants must provide independently prepared financial statements for the most recently completed fiscal year. Operating: review engagement or audit. Project: an un-audited statement (with balance sheet and income statement at minimum), review engagement or audit.
- Applicants must demonstrate a real need for public sector assistance from the City of Vancouver.

STRATEGIC PRIORITIES

Innovation - To recognize Vancouver locally, nationally and internationally as a city of creative innovation, a city of ideas, a city which leverages the unique and authentic voices of the diverse, young and growing cultural community, a city which realizes its full creative potential, a city on the leading edge of cultural activity and development.

Connecting People, Ideas and Community - To take advantage of Vancouver's position as a creative city where connectivity is a hallmark of our cultural system – artists, creative industries, institutions, communities, and neighbourhoods. It is a city engaged in a dynamic conversation, an ongoing dialogue and an exploration of cultural enterprise and opportunity on a regular and consistent basis, connecting people and communities, sharing innovative ideas and programs.

Learning - To build on Vancouver's reputation as a city of learning, a city that embeds cultural exchange, cultural curiosity and cultural development as part of lifelong learning - from the very young to the elderly - to ensure that all our citizens have the opportunity to engage with and participate in cultural education throughout their lives and to ensure that every citizen has the opportunity to develop his or her expressive capacities.

Neighbourhoods - To highlight Vancouver as a city of vibrant creative neighbourhoods by showcasing the talent, enterprise and diversity of our artists, communities and neighbourhoods for our citizens and visitors. To build on the unique identity of our neighbourhoods - engaging local residents, artists and businesses - to ensure that the rich culture, creativity, diversity and innovation of Vancouver lives and is accessible.

Valued and Valuable - To ensure that citizens and taxpayers of Vancouver experience in real and concrete ways the value that arts and culture bring to the city and their lives, families and businesses; to promote our growing reputation as an international cultural tourism and entertainment destination known as a place where culture is vibrant and happening and where we value and celebrate the rich multicultural and intercultural expression that is unique to Vancouver.

Examples of Eligible Activity

- The development of arts and cultural activity which reflect cultural traditions or contemporary artistic practices which will ideally result in some form of dissemination or presentation to a broad public audience. Public dissemination may include exhibitions, performances, publications, presentations, video, film, new media, radio, or web-based initiatives (not the development of organizational/program websites).
- Collaborative and creative initiatives between professional artists and community members that will result in some form of public presentation and which clearly express community interests and issues and demonstrate a strong collaborative process.
- Service Organizations: the delivery of services and resources (research, information, professional development, administrative services, audience development, umbrella marketing) to Vancouver-based professional artists and/or non-profit arts and cultural organizations. Please see **Specific Eligibility Criteria for Service Organizations** appended to this guide.
- Arts and Cultural Facilities: the provision of facilities for professional artists and arts and cultural organizations zoned for public assembly and equipped with professional services (box office, technical support, mentoring opportunities), along with a series of curated and presented arts and cultural programming. Please see **Specific Eligibility Criteria for Facilities** appended to this guide.
- Theatre Rental: for access to Vancouver's Civic Theatres, this provides assistance to off-set rental costs for established organizations who are regular users of the civic theatres and for new and emerging groups, particularly those from Vancouver's diverse¹ communities. A separate Booking Request Form is required and will be provided to applicants seeking assistance for theatre rental.
- Special requests for audio recordings, publications, film, video or web-based initiatives (for Operating applicants, this must be outside of regular operations).
- The production of arts or cultural Conferences that offer significant learning and networking opportunities for artists, arts and cultural organizations and the general public.
- Artistic Residencies that facilitate learning, development and cultural exchange between professional artists and qualified Host organizations. See **Artistic Residencies** appended to this guide.
- Artistic or Administrative Mentorships that facilitate learning opportunities for professional artists and administrators wishing to gain experiential training with qualified professionals. See **Mentorships** appended to this guide.

¹ Diversity is defined as ethnicity, gender, age, ability, sexual orientation, socio-economic status, religious beliefs and other forms of self-identification.

Ineligible Organizations or Activity

- Organizations which do not meet eligibility criteria and requirements
- Activity that is not artistic or cultural
- Other City of Vancouver departments or branches
- Social Service, Religious or Sports organizations
- Clubs
- Core training, in-class or curriculum-based training
- Bursaries or scholarships
- Contests or competitions
- Fundraisers
- Deficits
- Activity outside of Vancouver
- Activity which has started prior to the application deadline
- Capital projects (please refer to the NEW Cultural Infrastructure Grant Program; vancouver.ca/culture)
- Individual artists cannot apply on their own but may make an application in partnership with a qualifying organization for artistic or skill development through a Residency or Mentorship opportunity

Assessment Criteria

There are three key areas of evaluation which are weighted equally: merit, organizational competence, and community impact. The organization's recent activities as well proposed ones are taken into consideration when assessing an application.

Merit

- Quality of the organization's creation, production, presentation, dissemination and service activities (strength of the intention, effectiveness of how it is put into practice, degree to which it enhances or develops a form, practice, or process and impact on the creative personnel involved)
- Clear articulation of mandate/vision and degree to which the activity supports the mandate/vision
- Distinctiveness of the organization's activities in relation to comparable activities in Vancouver. Does it provide unique opportunities for artists, other arts organizations and the public?

Organizational Capacity

- Evidence of competent administration, functional board and an appropriate administrative and governance structure
- Evidence of financial stability and accountability as demonstrated through prior financial performance, achievable and balanced budgets, and financial management practices and plans
- Evidence of planning in place to support the proposal and/or ongoing organizational capacity (as per realistic schedules, timelines, planning practices, etc.)

Impact

- Level of public access to the work, activities or services by all members of Vancouver's diverse communities
- Evidence of growing interest and attendance
- Level of engagement with other arts organizations, artists and community groups from all of Vancouver's communities
- Evidence of promotional and/or outreach strategies in place to encourage wide public participation, awareness and engagement
- Demonstrated support from the community as evidenced through partnerships, collaborations, sponsorship support, in-kind support, volunteers, etc.

APPLICATION PROCESS

Application Forms and Assistance

New applicants are encouraged to read through the Information Guide first to obtain a general understanding of the program and then contact staff at Cultural Services to discuss your proposal, confirm your eligibility and request an application form. If eligible, staff will forward you the appropriate application forms and guidelines electronically (or in hard copy format if requested).

Organizations who received an Operating grant from the City in the previous fiscal year are sent application forms and guidelines automatically. Organizations who received a Project grant from the City in the previous fiscal year, and who have completed the project, are sent application forms and guidelines automatically.

You may contact any Cultural Planner at Cultural Services; however, staff have certain areas of knowledge and experience which you may find helpful in discussing your proposal and/or putting an application together.

- Cheryl Masters
visual arts, media arts, theatre rental
604.871.6498
cherryl.masters@vancouver.ca
- Karen Hasselfelt
visual arts (including major exhibiting institutions), music
604.871.6045
karen.hasselfelt@vancouver.ca
- Douglas Durand
dance, theatre rental
604.871.6007
douglas.durand@vancouver.ca
- Marnie Rice
theatre, literary, festivals and celebrations
604.871.6634
marnie.rice@vancouver.ca

Assessment

Cultural Services uses a blended assessment approach whereby members of the arts and cultural community (peers) are nominated to participate in the assessment process along with one Cultural Planner from Cultural Services. This approach has been successful in that it allows for practicing artists and administrators to contribute their current and historical knowledge of a particular sector/form, while allowing staff to impart a funding history and a thorough financial and operational analysis of the applicant based on data collected from the groups over the years.

Assessment Committee Peer Review

A call for nominations is made well in advance of the deadline and qualified members of the cultural community are invited to be part of the Assessment Committee. Assessment Committees are often formed around the categories of Dance, Visual/Media Arts and Museums, Theatre, Music, Festivals and Special Events, Literary Arts. The Assessment Committee peer members will receive copies of all eligible applications well in advance of the meetings and will assess the application based on the assessment criteria.

Members of the arts and cultural community are highly encouraged to participate in the assessment process. To nominate yourself or another qualified peer in the community **please refer to the Assessment Committee Policy and Nomination Form** online at <http://vancouver.ca/culture>.

Cultural Planner Review

Applications are received and assigned to a Cultural Planner. Cultural Planners undertake a preliminary check to ensure a) the proposal meets eligibility and b) there is no missing or unclear information. The Planner will contact the applicant if there is any missing or unclear information and/or to discuss the application further, either in person or by phone. The applicant is given a deadline to submit any requested revised or missing information. The Planner will assess the application based on the assessment criteria.

Assessment Committee Meetings

Cultural Planners and Peer Assessment Committee members meet by category to discuss the merits of the proposal and their individual recommendations. The goal of these meetings is to hear all perspectives, collectively assess the applications and arrive at a consensus around the whole Committee's recommendations. Once the meetings are complete, Cultural Planners compile the recommendations from all the Assessment Committee meetings and finalize numbers according to a global budget.

Recommendations and Report to City Council

A report on the Assessment Committee recommendations is written and submitted to City Council for their consideration and approval. At the same time, applicants will receive a "Recommendation Letter" from Cultural Services, announcing the recommendation and comments from the Assessment Committee deliberations will be provided for feedback. Information on the Request for Reconsideration process is also provided. The report is made public on the City's website shortly before the Council meeting date. The Assessment Committee members are also made public in this report.

To find reports online go to:

- <http://vancouver.ca>
- Click on "Mayor and Council"
- Under Meeting Schedule and Minutes choose "upcoming" or "previous meetings"
- Find the appropriate Regular Council or City Services and Budgets meeting date and click on "Agenda and Minutes"
- Scroll down to locate the appropriate Administrative Report - often called "20XX Cultural Grants Recommendations"

Request for Reconsideration

For applicants who want to contest the Assessment Committee recommendation to Council, there are two options:

1. Informal request for clarification - an applicant may contact staff to obtain further information on the assessment process (e.g. evaluation criteria, additional comments, overall budget).
2. Formal Request for Reconsideration - if still in disagreement with the recommendation, an applicant may make a formal submission, meeting specific criteria, which is reviewed by Management and submitted to Council for consideration and approval.

For specific details on the **Request for Reconsideration** policy and process, please visit <http://vancouver.ca/culture>.

Results

Once Council approves the report, notification letters are sent to all applicants indicating the result. Successful applicants will receive payment, by separate post, usually within 3 weeks of the Council meeting date.

This entire application process as outlined above takes approximately four months.

CONDITIONS OF ASSISTANCE

Please note that if your organization receives a civic grant, the following conditions will apply:

- Grant funds must be applied to current expenses, not used to reduce or eliminate accumulated deficits. Activities cannot be funded retroactively.
- The Society will make every effort to secure funding from other sources as indicated in its application. It will keep proper books of accounts of all receipts and expenditures relating to its activities and, upon the City's request, make available for inspection by the City or its auditors all records and books of accounts.
- If there are any changes in the organization's activities as presented in this application, Cultural Services must be notified in writing of such changes immediately. In the event that the grant funds are not used for the organization's activities as described in the application, they are to be repaid to the City in full. If the activities are completed without requiring the full use of the City funds, the remaining City funds are also to be returned to the City.
- The City of Vancouver requires cultural organizations receiving a civic grant to appropriately acknowledge the City's support in all their information materials, including publications and programs related to funded activities. Such recognition must be commensurate with that given to other funding agencies. If the logos of other funders are used in an acknowledgement, the City should similarly be represented. Successful applicants can request a password to download the City's emblem by contacting Klodyne Rodney by email; klodyne.rodney@vancouver.ca or by phone at 604.871.6228.
- Receipt of a grant does not guarantee funding in the following fiscal year.

CONFIDENTIALITY

All documents submitted by Proponents to the City become the property of the City. The City will make every effort to maintain the confidentiality of each application and the information contained within except to the extent necessary to communicate information to staff and peer assessment committee members for the purposes of evaluation and analysis. The City will not release any of this information to the public except as required under the Province of British Columbia *Freedom of Information and Protection of Privacy Act* or other legal disclosure process.

CONTACT INFORMATION

Cultural Services, City of Vancouver
501 - 111 West Hastings Street
Vancouver, BC V6B 1H4

T / 604.829.2007
F / 604.871.6005
Email / culture@vancouver.ca
Web / <http://vancouver.ca/culture>

Specific Eligibility Criteria - Facilities and Service Organizations

Specific guidelines apply to Facilities and Service Organizations in addition to the general eligibility criteria.

Facilities

Professionally-equipped facilities zoned for public assembly and managed by independent, non-profit arts and cultural organizations may qualify for funding. Clubs, schools, churches and community centres are ineligible. To qualify, a facility must:

- Provide a professional level of facility services (e.g., box office, technical).
- Provide a balance of curated arts programming and presentations that involve multiple users, not just one or two resident companies.
- Provide equitable rental access to Vancouver's artists and arts organizations at reasonable rates.
- Primarily serve professional artists and arts and cultural organizations.
- Engage in ongoing umbrella marketing.

Service Organizations

Organizations whose primary objective is to support the development of one or more art forms through a range of services to professional artists and/or non-profit arts organizations may qualify for assistance. Guilds, trade unions, and professional associations are not eligible. To qualify, an organization must:

- Have designated administrative staff and a high standard of professionalism in its operations.
- Have a membership that is broadly representative of its mandate which includes artists and/or non-profit organizations based in Vancouver.
- Consistently provide a range of services and resources for members, including a number of the following:
 - research;
 - information;
 - professional development;
 - administrative services;
 - audience development; and
 - marketing

Artistic Residencies

To facilitate learning, development and cultural exchange opportunities between professional artists and qualified Host organizations.

- Residency candidates must be Vancouver-based professional artists. The City's definition of a professional artist is one that has:
 - completed basic training (university or college graduation or the equivalent in specialized training, such as two or three years of self-directed study or apprenticeships)
 - is recognized as such by peers
 - is committed to devoting time to artistic activity, if financially feasible
- Applications may be made by a non-profit organization to either:
 - host a residency, or
 - sponsor a Vancouver-based artist to be hosted by another organization (which may or may not be a non-profit but where the residency supports the program objectives and the Artist's residency objectives).
- Applicants may apply to host consecutive residencies; however, priority will be given to new applicants each year. An applicant may sponsor more than one artist at a time.
- The residency period shall be a minimum of one month up to a maximum of twelve months.
- Applicants must be able to demonstrate the capacity to host or sponsor a residency and must meet the General Eligibility criteria.
- There must be clear artistic development objectives for both the artist and Host organization.
- The residency should provide opportunities for development and creation of the artist's work and if possible, some form of presentation of the artist's work either in progress or at completion.
- There should be some public engagement component of the work during the residency which would offer learning opportunities for the artist, related staff, the arts and cultural community and the general public.
- The residency and work created therein, must be in addition to the regular activities of the Host organization.
- The grant is applicable to artist fees, materials, presentation costs and administration costs born by the Host organization.

A Residency Agreement should be included addressing the points below:
4 pages max., 8½ x 11, min. 11 pt font

- Artist Letter of Intent demonstrating the residency objectives and how it will further the development of the artist or artistic practice.
- Organization Letter of Intent indicating the residency objectives.
- A work plan (including timelines, activities, milestone dates, etc.).
- Financial obligations of both parties.
- How the project will be evaluated.
- A contingency plan (addressing potential changes, conflict or non-compliance).
- Signatures of all parties involved agreeing to the terms.
- Separate budget of revenues and expenses.

Mentorships

To facilitate learning opportunities for professional artists and administrators wishing to gain experiential training with qualified professionals.

- Mentorship candidates must be Vancouver-based professionals. The City's definition of a professional artist and administrator is one that has:
 - completed basic training (university or college graduation or the equivalent in specialized training, such as two or three years of self-directed study or apprenticeships)
 - is recognized as such by peers
 - is committed to devoting time to artistic activity, if financially feasible
- Applications may be made by a non-profit organization to either:
 - host a mentorship, or
 - sponsor a Vancouver-based individual to be mentored by another organization (which may or may not be a non-profit but where the mentorship supports the program objectives and the mentorship objectives).
- Applicants may request assistance to host consecutive mentorships; however, priority will be given to new applicants each year. An organization may sponsor more than one individual at a time.
- Applicants must be able to demonstrate the capacity to host or sponsor a mentorship and provide the necessary training, and must meet the General Eligibility criteria.
- The mentorship period shall be a minimum of one month up to a maximum of twelve months.
- The grant is applicable to artist/administrator fees, materials, and training costs of the Host organization.

A Mentorship Agreement should be included addressing the points below:
4 pages max., 8½ x 11, min. 11 pt font

- Mentee's Letter of Intent demonstrating the need for the mentorship and how it will develop the mentee's area of work.
- A work plan addressing the mentorship objectives (including timelines, specific types of training, tasks, mentors).
- Financial obligations of both parties.
- How the project will be evaluated.
- A contingency plan (addressing potential changes, conflict or non-compliance).
- Signatures of all parties involved agreeing to the terms.
- Separate budget of revenues and expenses.