



ADMINISTRATIVE REPORT

Report Date: April 15, 2014
Contact: Margeret Specht
Contact No.: 604.871.6842
RTS No.: 10473
VanRIMS No.: 08-2000-20
Meeting Date: May 14, 2014

TO: Standing Committee on City Finance and Services
FROM: Brenda Prosken, General Manager, Community Services
SUBJECT: 2014 Community and Neighbourhood Arts Development Grant Allocations

RECOMMENDATION

THAT Council approve a total of \$462,400 in Community and Neighbourhood Arts Development Grants to 64 organizations as listed in Appendix A. Source of funds to be the 2014 Cultural Grants Program budget.

REPORT SUMMARY

This report recommends grant allocations totalling \$462,400 to 64 organizations which celebrate and promote the diversity of Vancouver's vibrant and creative communities and neighbourhoods, support artistic excellence and innovation, and increase opportunities for public participation and engagement in arts and culture.

COUNCIL AUTHORITY/PREVIOUS DECISIONS

Approval of grant recommendations requires eight affirmative votes of Council.

CITY MANAGER'S/GENERAL MANAGER'S COMMENTS

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

REPORT

Background/Context

The Community and Neighbourhood Arts Development grants program is an evolution of the Celebration Grants program created in October 2002. The program provides cash grants to community-based festivals, neighbourhood celebrations and community-engaged arts and culture projects. The program also provides a service grant component providing an offset of up to 50% of the cost of City services (police and engineering) to a maximum of \$10,000 for large scale parades that do not have Civic status.

PROGRAM DESCRIPTION AND OBJECTIVES

The City of Vancouver's vision for arts and culture is to support a diverse and thriving cultural ecology that enriches the lives of residents and visitors. This program supports projects which celebrate and promote Vancouver's unique communities and neighbourhoods through arts and cultural activities and artist and community collaborations ranging from amateur to professional practices. The program has the following objectives:

- To celebrate and promote the diversity of Vancouver's vibrant and creative communities and neighbourhoods
- To support artistic excellence and innovation
- To increase opportunities for public participation and engagement in arts and culture

STRATEGIC ANALYSIS

The objectives of this program align with the updated Cultural Plan and in particular with two key strategic directions:

- Fostering Cultural Leadership (celebrate artistic excellence and expanding support to emerging, innovative and artistic practices);
- Increasing participation and engagement (promote local arts and culture and improve arts access for new and under-served communities).

In assessing the applications, the committee highlighted several projects which they considered to be meeting the criteria in a strong way:

Aboriginal Artists and Arts Organizations - To support artistic excellence and in the spirit of the Year of Reconciliation (to June 2014), the committee was enthusiastic in their support of initiatives which promote and support Aboriginal artists and celebrations in Vancouver. These include the *13 Cedar Bark Robe* project which will bring hand-made cedar robes worn by Aboriginal elders into various communities to increase dialogue and connection to their culture; support for an authentic Aboriginal Artisan program to raise awareness of authentic aboriginal artwork and build capacity for local artists; a series of Artists Residencies at the Native Education Centre to help individuals connect with their culture through access to artists and creative skills; and the National Aboriginal Day celebration on June 21st, at the Aboriginal Friendship Centre and Trout Lake.

Youth Engagement in Arts - To expand support to emerging artists and increase access to underserved communities, the committee was also supportive of several projects which empower youth in the arts. These include support to the Safe Amplification Society for their Space Camp workshops for youth to have access to safe and affordable music performance opportunities and venues; a program to provide access to the arts for at-risk youth in the Grandview-Woodlands neighbourhood through afterschool programs delivered by Arts Umbrella; Kids CHORFEST, a first time festival and gathering of children's choirs in Vancouver to sing together; and LOVE OUT LOUD, an arts celebration coordinated by youth of Leave Out Violence BC at the car-free day event on Main Street.

Community-Wide Celebrations - In support of promoting local arts and culture and increasing participation and engagement, the committee was highly supportive of many celebrations which cross boundaries through an art form or cultural celebration. These include:

- the 10th anniversary of the Diwali festival;
- the annual South Asian festival celebrating light;
- the 10th anniversary of the Vancouver International Bhangra Celebration bringing community together through the dance form of Bhangra;
- the Vancouver Chinatown Spring Festival and Parade which celebrates the annual Chinese lunar New Year;
- the 7th annual Accordion Noir festival which brings people together through music of the accordion;
- the annual Pride festival and market which takes place at the end of the parade and celebrates the LGBTTO community;
- and the longstanding Renfrew Ravine Moon and Winter Solstice festivals which bring together thousands of people to celebrate the fall and winter solstice annually.

ASSESSMENT CRITERIA AND PROCESS

Criteria

To assess how well an application meets the program objectives as stated above, questions are posed with related criteria to determine the following: clarity of organizational mission, alignment of project goals with the mission, resources in place to support the project including key personnel, timelines, volunteers, venues, and funding, along with anticipated impact on participants and the general public. Responses are evaluated against 'best practice' criteria and those groups who rank higher in meeting the criteria, are most likely to be recommended for support.

Please see Appendix B for the Program Information Guide.

Online Application

Building on the City's Digital Strategy, staff extended the online pilot application process that was first launched through the Operating grants program in 2014, to this program. This change resulted in a paper-free process, streamlined administration and improved data gathering capability. Staff will review the results of a survey delivered to the online applicants to inform directions and changes to online processes in future.

Assessment Committee

A call for nominations is made on an ongoing basis and qualified members of the arts and cultural community are encouraged and invited to be part of the Assessment Committees. Community members join Cultural Planners to form the committee. This approach has been successful in that it allows for practicing artists and administrators to contribute their current knowledge to the process, while allowing staff to impart a funding history and a thorough financial and organizational analysis of the applicant and overall knowledge of the sector. The community members for 2014 were:

TABLE 1 - Community Assessment Committee Members for 2014

Name	Expertise and Affiliation
Mary Bennett	Artist, Community Programmer, Program Coordinator Kits Neighbourhood House
Rosemary Georgeson	Performer, Filmmaker, Aboriginal Community Director, Urban Ink
Ruthie Tabata	Event and Festival Producer, Company Producer, Theatre Replacement

Outreach and Capacity Building

In preparation for the March deadline, a general information session was held for over 100 potential applicants and four drop-in technical labs were hosted to support the transition to the online system. Staff also provided consultation with individual organizations as needed and met with the Assessment Committee members in advance of the meetings to provide general orientation to the program and online system.

As part of ongoing efforts in capacity building, Cultural Services partnered with the Park Board - Arts, Culture and Environment team and Emily Carr University of Art & Design - Culture and Community faculty, and delivered its second gathering of community artists and organizations to talk about the practice and to identify strategic directions for continued success.

Culture + Community: Social Practice and the City, was held on October 25 - 26, 2013 at Emily Carr University, as well Great Northern Way campus, and attracted over 100 participants over the two days.

Staff will continue to offer support for this grant program through information sessions, and workshops on topics which may include grant-writing, developing partnerships and building resources to ensure successful project outcomes.

Organizations and Activity Statistics

Eighty-three applications were received, the largest intake to date for this grant program, for a total request of \$1,093,191. The breadth of the applicants and projects provide evidence that the program is reaching and supporting the diversity of Vancouver's vibrant and creative communities and neighbourhoods. Of the 64 being recommended for support, 52 groups identified as serving specific diverse communities as indicated in Table 2.

TABLE 2 - Diversity Statistics for Grantees

Type of Organization or Project	No.
Aboriginal	6
Youth	7
Senior	4
GLBTQ	2
Disability	2
Ethno-cultural *	16
Women	3
All**	12
Total	52

*Ethno-cultural (incl. Japanese, Latin, Chinese, Italian, Greek, South Asian, French)

**All (Community Centres and Neighbourhood Houses)

Based on a sample of statistics provided in an online final report from 2013 grant recipients of this program, the numbers are pointing to evidence that the program is supporting artistic excellence and innovation by assisting artists with the development of their work and activities, as well as increasing opportunities for public participation and engagement through numbers of participants and volunteers.

An early sample of key statistics indicates that in 2013 there were:

- 9,922 artists involved in creating 1,793 artistic works.
- 1,011 activities for the public to participate in
- total attendance - 1,762,735,
- 4,663 volunteers were engaged.

This was the start of collecting statistics from this applicant group in a more robust way through the online survey application format. Staff will continue to gather these types of statistics to track and measure outcomes over time.

Summary of Recommendations

The recommendations in this report reflect a thorough review of each application against assessment criteria. Not all organizations meet the criteria at the same level as their peers and therefore, in a competitive process with finite resources, not all requests are being recommended for support.

In assessing 83 applications, the committee noted the breadth and diversity of the community and the numerous opportunities for celebration in the city. The committee also noted that many good ideas were proposed but that some proposals may not have been fully developed or resourced to provide confidence they would be achieved. Staff will follow up with those organizations to provide context and assistance in putting forward stronger projects and applications in future.

The Assessment Committee is recommending support for 64 organizations. Please see Appendix A for a list of recommendations.

Financial

Approval of \$462,400 in grants to 64 organizations represents the full allocation of the Community and Neighbourhood Arts Development grants portion of the 2014 Cultural Grants budget. The balance of the 2014 Cultural Grants budget will be considered by Council and allocated in a Theatre Rental Grants report in early summer and a report in the fall of this year supporting strategic directions in the Culture Plan and directions arising from recent input by Assessment Committee members engaged in the Operating and Projects grant applications review.

TABLE 3 - Recommendations for Community and Neighbourhood Arts Development grants and total Cultural Grants Budget

Category	Budget	Recommendation	Unallocated Balance
Operating/Projects	\$7,686,100	\$7,477,900	\$208,200
Community (CNAD)	\$462,400	\$462,400	\$0
Theatre Rental	\$2,583,300	Summer 2014	\$2,583,300
Arts Capacity	\$62,600	Fall 2014	\$62,600
Total Budget	\$10,794,400		\$2,854,100

CONCLUSION

The Assessment Committee's expertise, insight, and carefully balanced evaluation has informed the recommendations in this report. These recommendations support a wide range of community arts-driven initiatives and innovative projects across the city that celebrate, provide valuable benefits to, and promote the diversity and unique characteristics of Vancouver's neighbourhoods and communities within the arts and culture sector.

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2014 Community and Neighbourhood Arts Development Grant Recommendations

Organization	Request	Recomm
Aboriginal Tourism B.C. (ATBC)	18,000	5,000
Accordion Noir Soc.	10,000	10,000
ArtQuake Soc.	3,800	2,000
Atira Women's Resource Soc.	10,000	4,000
Beaumont Studios Artist Soc.	15,000	0
Bold Old(er) Lesbians & Dykes Soc.	13,000	0
Britannia Community Services Centre Soc.	14,000	7,500
Cantonese Opera Soc. of B.C.	3,250	1,500
Car Free Vancouver Soc.	20,000	15,000
Carnegie Community Centre Assn.	5,000	2,500
Celtic Fest Van. Soc. - Cash	20,000	10,000
Celtic Fest Van. Soc. - Service	10,000	9,000
Centre of Integration for African Immigrants	8,000	0
Children's Arts Umbrella Assn.	10,000	7,500
Children's Multicultural Soc.	25,000	0
Chinese Benevolent Assn. of Van.	10,000	10,000
Chinese Cultural Centre of Vancouver	10,000	3,000
CircusWest Performing Arts Soc.	15,000	9,000
Collingwood Neighbourhood House	10,000	7,500
Community Arts Council of Vancouver	10,000	9,000
Crab - Water for Life Soc.	2,300	2,000
D Prime Research Institute Assn.	6,500	0
Diwali Celebration Soc.	20,000	17,000
Downtown Eastside Centre for the Arts Soc.	20,000	0
Downtown Eastside Neighbourhood House Soc.	2,700	1,000
Downtown Eastside Women's Centre Assn.	15,000	5,000
Dr. Sun Yat-Sen Garden Soc. of Van.	5,000	4,000
Dragon Boat Festival (Can. Intl. Dragon Boat Festival Soc.)	20,000	9,000
Dunbar Residents' Assn.	1,500	1,250

Organization	Request	Recomm
Dusty Flowerpot Cabaret Soc.	28,000	0
Eastside Culture Crawl Soc.	20,000	12,000
École Anne-Hébert Elementary school	15,000	0
EYA Environmental Youth Alliance Soc.	2,780	1,500
False Creek Watershed Soc.	7,500	3,000
Frog Hollow Neighbourhood House (Assn. of Neighbourhood Houses of Greater Vancouver)	6,000	3,000
Gathering Place Community Centre Assn.	10,000	9,500
Gordon House (Assn. of Nghd. Houses of Gr. Van.)	20,000	10,000
Greater Van. Bangladesh Cultural Assn.	15,000	0
Hellenic Canadian Congress of B.C.	20,000	9,500
Hybrid Ancestry Public Arts Soc.	15,000	4,000
IMAPON (Interdisciplinary Media Artist's Assn./Population of Noise)	20,000	7,500
Italian Cultural Centre Soc.	15,000	7,400
Italian Day Festival Soc.	15,000	0
Jamcouver Cultural Soc.	18,000	0
Kitsilano Neighbourhood House (Assn. of Neighbourhood Houses of Greater Vancouver)	13,000	9,000
Kiwassa Neighbourhood House	13,450	7,000
Latincouver Business & Cultural Soc.	20,000	5,000
Latinos in Action Van. Foundation	17,500	8,500
Leave Out Violence, BC	5,000	2,500
Made in BC (Dance on Tour Soc.)	15,000	7,500
Maker Foundation	20,000	13,000
Mount Pleasant Neighbourhood House (Assn. of Neighbourhood Houses of Greater Vancouver)	20,000	13,000
Multicultural Helping House Soc.	9,450	3,500
Murality for the Arts	20,000	0
Native Education Centre	20,000	8,500
Neighbourhood Care International Assn.	6,500	0
Open Door Social Services Soc.	20,000	5,000
PAL Vancouver Studio Theatre Soc.	15,000	10,000

Organization	Request	Recomm
Rogue Folk Club	5,000	0
Roundhouse Community Arts and Recreation Soc.	16,450	10,000
Sad Magazine Publishing Soc.	4,500	3,500
Safe Amplification Site Soc.	10,000	7,500
Secret Lantern Soc.	20,000	16,500
Senior Chinese Society of Vancouver	8,000	0
South Granville Friendship Seniors Centre	4,000	2,000
Still Moon Arts Soc.	17,000	14,500
Sunset Community Centre Assn.	11,000	7,500
Teatr Polski- Polish Theatre Canadian-Polish Arts Soc.	11,000	0
The Pacific Association of First Nations' Women	19,700	8,000
Theatre B.C.	5,000	0
Van. Aboriginal Friendship Centre Soc.	12,500	10,000
Van. Adapted Music Soc.	8,000	7,000
Van. Cherry Blossom Festival Soc.	20,000	7,500
Van. Children's Choir Choral Soc.	6,000	2,750
Van. Chinatown BIA Soc.	11,000	7,500
Van. Design Nerds Soc.	5,300	3,000
Van. Eco Fashion Week	25,000	0
Van. En Francais Assn.	20,000	7,500
Van. Intl. Bhangra Celebration Soc.	20,000	13,000
Van. Japanese Language School	17,311	5,000
Van. Pride Soc.	20,000	10,000
Van. Seniors' Singing Club Assn.	9,500	5,000
Van. Wooden Boat Soc.	8,000	0
West End Senior's Network Soc.	3,500	3,000
Total	1,093,191	462,400



CULTURAL SERVICES
Grants, Awards and Support Programs

CULTURAL GRANTS PROGRAM INFORMATION GUIDE for Community and Neighbourhood Arts Development Program (CNAD) - 2014

Deadline: Monday, March 3, 2014 at 4:30 pm

This guide provides current information on the Community and Neighbourhood Arts Development program and online application process. Please read this guide first before you make an application.

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

APPLICATION FORMS

To obtain an application form, please contact staff first to determine eligibility.

- Karen Hasselfelt
604.871.6045
karen.hasselfelt@vancouver.ca
- Cherryl Masters
604.871.6498
cherryl.masters@vancouver.ca
- Marnie Rice
604.871.6634
marnie.rice@vancouver.ca

CULTURE PLAN FOR VANCOUVER

VISION

A diverse and thriving cultural ecology that enriches the lives of residents and visitors

GOALS

- Diversity, innovation, artistic excellence
- Community engagement and participation
- Vibrant, creative neighbourhoods and public spaces
- Dynamic robust creative economy

STRATEGIC DIRECTIONS 2014-2018

- Fostering cultural leadership
- Increasing participation and engagement
- Providing sustainable support programs
- Optimizing city investment
- Investing in creative economy

View the entire presentation on strategic directions for the next five years:

<http://former.vancouver.ca/ctyclerk/cclerk/20131023/documents/cpsc2presentation.pdf>

GREENING YOUR EVENT

Greenest City 2020 aims to position Vancouver as the greenest city in the world by 2020. The City encourages the cultural community to consider how to minimize the environmental impacts of cultural—especially outdoor—events.

For more information, please visit: vancouver.ca/doing-business/greening-your-event

Community and Neighbourhood Arts Development Program (CNAD)

PROGRAM DESCRIPTION AND OBJECTIVES

The City of Vancouver's vision for arts and culture is to support a diverse and thriving cultural ecology that enriches the lives of residents and visitors. This program supports projects which celebrate and promote Vancouver's unique communities and neighbourhoods through arts and cultural activities and artist and community collaborations ranging from amateur to professional practices. The program has the following objectives:

- To celebrate and promote the diversity* of Vancouver's vibrant and creative communities and neighbourhoods
- To support artistic excellence and innovation
- To increase opportunities for public participation and engagement in arts and culture

Eligible Applicants

- City of Vancouver-based, not-for-profit societies, registered in BC and that have been operating for at least 6 months prior to application deadline. Projects need to take place within City of Vancouver.
- First Nations Band Councils located within the City of Vancouver are eligible to apply.

Eligible projects and activity

Festivals and Celebrations with a strong arts or cultural theme, which are open and accessible to the public. Examples include ethno-cultural celebrations, significant cultural anniversaries, neighbourhood or community arts festivals in any creative discipline.

Major Parades that are one-day events with a significant artistic or cultural component (performances, costumes, floats, banners, arches and installations), with the ability to attract a large audience (over 10,000), have a budget of over \$15,000, and a minimum of 20 organizations participating. *Major Parades which have not been designated as "Civic Parades" are also eligible to apply for a Service Grant of 50% of City services costs to a maximum of \$10,000.*

Community Arts Development - initiatives that involve artist and community collaboration, active engagement and meaningful participation among the participants, with positive benefits to communities and neighbourhoods. Projects should have some form of public presentation or documentation to share knowledge.

Examples of projects may include:

- The creation of artwork in any media where the community is involved in its development.
- An Artist residency within a neighbourhood or community.
- The development and implementation of neighbourhood or community art plan.
- Community Arts Services and Resources (workshops, conferences, research, and other learning opportunities for community arts)

Projects can be artist or community-led and should demonstrate strong partnerships between artists and community members.

If your project is taking place outdoors on City or Park Board land, please contact the City's Special Events office at 604.257.8850 or specialevents@vancouver.ca to confirm what approvals or permits may be needed. Visit their website for more details: <http://vancouver.ca/doing-business/event-permits.aspx>

Only one application and grant per applicant, per year. Repeat applications for projects (or phases thereof) can be considered only if previously funded projects or phases are completed and final reporting has been submitted and approved by the City.

Ineligible projects and activities

- Organizations and activities eligible for or receiving funds through the City of Vancouver Operating or Project Cultural grants programs
- Projects where artistic or cultural activities are not central
- Sporting events, demonstrations, marches, and rallies
- Core training or in-class education or curriculum-based activity
- Marketing, promotional or commercially-oriented events
- Fundraising events
- Activity which has already taken place (retroactive)
- Deficit reduction
- Capital projects

Use of Grant funds and Amounts

Programming: fees for artists* and key creative or community contributors, artist and volunteer services, production/technical staff, venue and equipment fees, materials, permits, maintenance, site costs, evaluation and documentation.

**The payment of artist fees is strongly encouraged. Refer to these organizations for guidelines to fees:*

- 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/CARFAC: www.carfac.ca

Administration and Marketing: co-ordination, event or project management, fundraising, related office expenses, insurance, marketing, communication and social media

Under normal circumstances, the maximum grant is \$20,000. The level of grant will depend on the proposal's budget and scope and how well it aligns with program objectives and evaluation criteria. The total City of Vancouver contribution to a project will not exceed 50% of the proposed budget (this includes resources from all departments).

PROFESSIONAL DEVELOPMENT AND CAPACITY BUILDING LEARNING OPPORTUNITIES

The City of Vancouver offers additional assistance to access workshops and learning opportunities for leaders in the non-profit cultural community. Organizations currently receiving cultural assistance are able to participate in workshops and labs offered throughout the year. Please refer to our partners for further information.

Vantage Point: <http://www.thevantagepoint.ca/>
Board development and leadership training.

Vancity: <https://www.vancity.com/AboutVancity/Events/FinancialFitness/?xciid=redirect>
Financial Fitness literacy workshops.

ASSESSMENT

CRITERIA

Most questions in the Application Form have corresponding criteria displayed directly below the question. Criteria represent 'best practices' in the arts and culture sector. Organizations will be assessed on how best they meet the criteria according to the response or material they provide. It is not anticipated that organizations will meet the best practice in every criteria. Please read through the Application Form in advance to review all criteria.

MODEL

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 Cultural Planners 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 organizational analysis of the application and overall knowledge of the sector. Cultural Planners and Peer Assessment Committee members meet to discuss the submissions and make recommendations to City Council for consideration and approval.

ASSESSMENT COMMITTEE PEER REVIEW

A call for nominations is made on an ongoing basis and qualified members of the arts and cultural community are invited to be part of the Assessment Committee. 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/people-programs/grant-application-and-assessment-process>

CULTURAL PLANNER REVIEW

Cultural Planners undertake a preliminary check to ensure the submission is complete. Please note that the online application will be reviewed by Assessment Committee members as submitted.

RECOMMENDATIONS AND REPORT TO CITY COUNCIL

A report on the Assessment Committee recommendations is written by staff and submitted to City Council for consideration and approval. At the same time, applicants will receive a Recommendation Notification from Cultural Services, with the recommendation and amount along with comments from the Assessment Committee. The report is made public on the City's website shortly before the Council meeting date. Names of the Assessment Committee members are also made public in this report.

To find reports online go to:

1. vancouver.ca
2. Under "Your Government", click on "Council meetings and decisions"
3. Click on "Upcoming Meetings"
4. Find the appropriate Regular Council or City Finance and Services meeting date and click on "Agenda and Minutes"
5. Scroll down to locate the appropriate Administrative Report - often called 20XX *Cultural Grants Allocations*

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 three weeks of the Council meeting date. This entire application process as outlined above takes approximately five months from application deadline to receipt of the grant cheque or direct deposit.

CONDITIONS OF ASSISTANCE

If your organization receives an Operating 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 its 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. Grant recipients can contact Klodyne Rodney by email; klodyne.rodney@vancouver.ca or by phone at 604.871.6228 to receive the City's logo electronically.
- Receipt of a grant does not guarantee funding in the following fiscal year.
- A final report must be submitted within 6 months upon completion of the project. No new applications will be considered until a final report has been submitted and approved by Staff.

CONFIDENTIALITY

All documents submitted by Applicants 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 therein 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
Woodward's Heritage Building
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Vancouver, BC V6B 1H4

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