



ADMINISTRATIVE REPORT

Report Date: February 13, 2018
Contact: Branislav Henselmann
Contact No.: 604.871.6455
RTS No.: 12418
VanRIMS No.: 08-2000-20
Meeting Date: March 14, 2018

TO: Standing Committee on City Finance and Services
FROM: General Manager, Arts, Culture and Community Services
SUBJECT: 2018 Cultural Grants: Project Grants and Balance of Quarterly Instalments to the Major Exhibiting Institutions

RECOMMENDATION

- A. THAT subject to the following recommendations, Council approves Project grants to 66 cultural organizations in the amount of \$430,000 as detailed in Appendix A, using funds from the 2018 Cultural Grants Budget and the 150+ Innovations Fund.
- B. THAT subject to the following recommendations, Council approve the balance of quarterly grant instalments to A.S.T.C. Science World, H.R. MacMillan Space Centre, Vancouver Art Gallery Association, Vancouver Maritime Museum Society and Vancouver Museum Society (collectively, the "5 Major Exhibiting Institutions") in the aggregate amount of \$2,972,550 as detailed in Appendix A, using funds from the 2018 Cultural Grants Budget.
- C. THAT no legal rights or obligations are created by the approval of the Recommendations A and B above unless and until grant agreement letters are executed and delivered by the grant recipients.

Recommendations A and B require 2/3 affirmative votes of all Council members per *Vancouver Charter* S. 206(1).

REPORT SUMMARY

This report recommends a total of \$3,402,550 in grants to support 66 projects and the balance of quarterly instalments to the 5 Major Exhibiting Institutions.

COUNCIL AUTHORITY/PREVIOUS DECISIONS

On January 30, 2018 (RTS 12335), Council approved first quarter instalments to 5 Major Exhibiting Institutions, core grants to 124 cultural operating and annual assistance organizations for a total allocation of \$4,842,650.

CITY MANAGER'S/GENERAL MANAGER'S COMMENTS

The General Manager of Arts, Culture and Community Services recommends approval of the foregoing.

REPORT

Background/Context

The City of Vancouver invests over \$12 million in grants to local arts and culture not-for-profit organizations through various grant streams including operating, annual assistance, project, community arts, theatre rental grants, arts capacity and the independent artists fund.

Project Grant allocations and the balance of quarterly installments to the 5 Major Exhibiting Institutions are awarded in the first quarter after the staff and peer review assessment is complete. First quarter instalments to the 5 Major Exhibiting Institutions and core grants to operating and annual assistance organizations were approved by Council on January 30, 2018.

Strategic Analysis

Project Grants

66 Project grants are being recommended for a total of \$430,000 as per Table 1.

Table 1 - 2018 Project Grant Recommendations (with 2017 comparative)

Year	Total Request \$	Total Applicants	Total Recommended \$	Total Recipients
2018	\$1,064,448	96	\$420,000	65
	(150+ Innovations Fund)		\$10,000	1
	\$1,064,448	96	\$430,000	66
2017	\$775,000	75	\$410,000	59

The Project Grants stream supports the creation, development and production of artistic work or project-based arts and cultural activity. It is one of two grant programs that offers first access (Community Arts Grants being the second) to new and emerging groups. With that, each year new groups are funded but also, due to increasing demand and limited available resources, not all groups can be recommended for support.

In an effort to increase visibility and the opportunities available through Cultural Services in the community, staff conducted three outreach sessions in various neighborhoods (Aboriginal Friendship Centre, VIVO Media Arts Centre, KW Studios at Woodward's) in the fall of 2017.

These sessions were about Cultural Services and Vancouver Civic Theatres grants programs including Projects, Community Arts, Theatre Rental and Underutilized Spaces. Approximately 100 people attended these sessions, connecting them to grantee organizations and venues, with peers in the community and to several programs that may support their work.

A total of 96 applications, with requests totaling \$1,064,448, were received at the December 2017 deadline representing a 28% increase in requests over 2017 where there were 75 applicants and requests of \$775,000. Two Project Grants Assessment Committees - Performing Arts and Studio Arts - reviewed the submissions and informed the recommendations in this report. Peer community members contributed a wealth of expertise and knowledge from a diverse range of practices and experiences and are listed in Table 2. Staff thank them for their commitment and time afforded to the process.

The Assessment Committees recommend that 66 organizations receive support, including four first-time groups (of 14 new applicants), for a total of \$430,000. Project grant amounts are from \$3,000 to \$13,500 and will support a range of activities including the SKwxwu7Mesh Uxxwumixw Squamish Nation's Nch'u;7mut Unity Festival, Vocal Eye Descriptive Arts in providing blind or partially sighted audience members with live description of local theatre performances, a new production by Vancouver Asian Canadian Theatre, and West Coast Feminist Literary Magazine for their Growing Room Festival featuring 35 diverse authors.

Of the applicants this year, three projects are being referred to the Community Arts Grants program where the objectives of the proposals are better aligned with that program. One application is recommended to be supported through the 150+ Legacy Innovations funds as it aligns with the goals of that one-time funding. As per the Innovation Funds guidelines, this project brings matching funds of a minimum of 50% through corporate donations and grants which far exceed the recommended \$10,000 civic grant.

A list of Project Grant recommendations is attached in Appendix A. Project Grants Program guidelines are attached in Appendix B. Assessment Committee members are listed in Table 2.

Table 2 - 2018 Assessment Committee Community Members

Projects - Studio	Projects - Performing Arts
Bopha Chhay, Karin Lee, Samantha Nock	Morna Edmundson, Chris Gatchalian, Jessica Wadsworth

Balance of grants to Major Exhibiting Institutions

The balance of quarterly grant instalments to the 5 Major Exhibiting Institutions in the amount of \$2,972,550 is being recommended as part of the annual allocation process, as per Table 3. Council approved 2018 first quarter instalments to Major Institutions and core grants to Operating and Annual Assistance groups in January.

TABLE 3 - Balance of instalments to the Major Exhibiting Institutions and previously-approved Grants

Total Groups	Program	Previously Approved Jan. 30, 2018	Recommended in this report	Total Recommended to date
5	Major Exhibiting Institutions	\$990,850	\$2,972,550	3,963,400
60	Operating	\$2,736,300		\$2,736,300
64	Annual Assistance	\$1,115,500		\$1,115,500
129		\$4,842,650	\$2,972,550	\$7,851,200

Financial

This report recommends Project grants to 66 organizations and the balance of quarterly instalments to the 5 Major Exhibiting Institutions. The total allocation is \$3,402,550 as presented in the Cultural Grants in Table 4.

Table 4 - 2018 Cultural Grants Budget

Program Stream	2018 Budget	Previously Recommended	Recommended in this Report	Balance Remaining
Major Exhibiting Institutions	\$3,963,400	\$990,850	\$2,972,550	-
Operating	\$2,736,300	\$2,736,300	-	-
Annual Assistance	\$1,115,500	\$1,115,500	-	-
Projects	\$420,000		\$420,000	-
Community Arts	\$418,768			\$418,768
Arts Capacity	\$100,000			\$100,000
Ind. Artists Fund	\$50,000			\$50,000
2018 budgetary increase	\$582,383			\$582,383
Subtotal - Cash Grants	\$9,386,351	\$4,842,650	\$3,392,550	\$1,151,151
Theatre Rental - In-kind Grants (to be allocated in a separate report in 2018)	\$2,687,669			\$2,687,669
TOTAL - Cultural Grants	\$12,074,020	\$4,842,650	\$3,392,550	\$3,838,820
150+ Innovations Fund (Project)	10,000		\$10,000	-
TOTAL	\$12,084,020	\$4,842,650	\$3,402,550	\$3,838,820

Approval of Recommendations A and B will allocate \$3,392,550 of the 2018 Cultural Grants budget and \$10,000 from the 150+ Innovations Budget, leaving a balance of \$3,838,820 in the 2018 Cultural Grants Budget.

The balance of Cultural Grants program allocations will be determined through related program stream review processes, for Council approval, throughout the year. In addition, early findings and emerging priorities identified by community members involved in the initial focus groups for the *Creative City Strategy* process will inform the allocation of increases to 2018 Cultural Grant programs and recipients, and will be brought to Council for consideration later in the year.

CONCLUSION

The City's impact for its investment in the cultural sector is measured annually through the groups' annual reporting and presented as key metrics in Table 5.

Table 5 - Key Metrics as reported by Cultural Grantees

2016 Key Metrics	OP	AN	PR	CA	Total
Total Number of Public Activities	16,238	2,448	687	2,278	21,651
Total Attendance	4,376,336	646,269	107,312	1,589,719	6,719,636
Total Number of Artists	8,187	3,616	1,796	5,836	19,435
Total Number of Volunteers	12,813	4,330	995	6,534	24,672

Self-reported data from 278 Vancouver-based non-profit organizations receiving cash grants from the City of Vancouver in 2016.

The City's funds also support a range of artistic disciplines and mandates that are captured in Appendix C.

Investment in cultural organizations through a range of programs including projects through to support for major institutions allows the City to invest in a range of groups from emerging to established, and contributes to a diverse and thriving cultural ecology.

* * * * *

	Project Grants	2017 Grant	2018 Grant
1	Action at a Distance Dance Soc.	4,500	8,000
2	Alley Theatre Assn.	11,000	11,000
3	Arts in Action Soc.	8,500	8,000
4	ArtStarts in Schools	5,000	6,000
5	Asian Canadian Writers' Workshop Soc.	5,000	6,000
6	Babelle Theatre Soc.		6,000
7	Barking Sphinx Performance Soc.	4,000	5,000
8	Blueridge Chamber Music Soc.	4,000	4,000
9	Borealis String Quartet Soc.	4,000	4,000
10	Burrard Arts Fdn.	8,000	3,500
11	Capilano Review Contemporary Arts Soc.		4,500
12	Capture Photography Festival Soc.	9,000	8,000
13	CARFAC BC		3,500
14	Cinevolution Media Arts Soc.	0	7,000
15	City of Nations Soc.	0	0
16	Compagnie Vision Selective Arts Soc.	5,000	3,000
17	Conseil culturel et artistique Francophone de la Colombie-Britannique		0
18	Curiosity Collider Art-Science Fdn.	3,500	0
19	Delinquent Theatre Soc.	7,000	7,000
20	DreamRider Productions Soc.		6,000
21	Ensemble Theatre Co. Soc.		0
22	Erato Ensemble Soc.	4,000	0
23	Firepot Performance (Twenty-Something Theatre)	0	0
24	Fugue Theatre Soc.	10,000	8,000
25	Hardline Productions Theatre Soc.	8,500	0
26	Hong Kong Exile Arts Assn.	5,500	9,000
27	Italian Cultural Centre Soc.	7,000	0
28	James and Jamesy Performance Soc.		0
29	Jewish Community Centre of Greater Van.	10,000	9,000
30	Jewish Museum and Archives of B.C. (Jewish Historical Soc. Of B.C.)	4,000	0
31	Jubilate Vocal Ensemble Soc.		0
32	Kickstart Disability Arts and Culture	13,500	13,500
33	Kinesis Dance Soc.	4,000	5,000
34	Les Productions Figlio Soc.	9,000	8,000
35	Little Chamber Music Series That Could Soc.		6,000
36	MACHiNENOiSY Dance Soc.	2,000	4,000

	Project Grants	2017 Grant	2018 Grant
37	Meta Music Soc.		0
38	Mitch and Murray Productions Theatre Soc.	0	0
39	Monster Creative Productions	0	5,000
40	Mortal Coil Performance Soc.		7,000
41	MOVE: the company (Movement Dance Productions Soc.)	7,000	0
42	OCW Arts & Publishing Foundation	9,000	9,000
43	Pacific Legal Education and Outreach Society (PLEO)		0
44	Plastic Orchid Factory Soc.	7,000	7,000
45	Poetry is Dead Magazine	6,500	5,000
46	Reality Curve Theatre	0	0
47	Rice and Beans Theatre Soc.	9,000	8,000
48	Rungh Cultural Soc.		4,000
49	Shay Kuebler Radical System Arts Soc.	6,000	6,000
50	SHIFT Theatre Soc.		0
51	Soc. for the Museum of Original Costume		0
52	Solo Collective Theatre Soc.	9,000	7,000
53	Sophisticated Laughter Theatrical Soc.	0	0
54	Sound Eclectic Choral Assn.		0
55	Sound of Dragon Soc.	7,000	7,000
56	South Asian Arts Soc.	5,500	7,000
57	Southeast Asian Cultural Heritage Soc. (SEACHS)*		-
58	SpeakEasy Theatre Company Soc.	0	5,000
59	Staircase XI Theatre Soc.	0	0
60	Standing Wave Soc.	9,000	9,000
61	Theatre in the Raw Soc.		5,000
62	Time Will Tell Arts Soc.	3,000	3,000
63	Tomoe Arts Soc.	6,000	5,000
64	Turkish Canadian Soc.		3,500
65	Firepot Performance (Twenty-Something Theatre)	0	0
66	Uzume Taiko Drum Group Soc.	3,000	3,500
67	Van. Asian Canadian Theatre		12,000
68	Van. Asian Film Festival Soc.	7,500	8,000
69	Van. Ballet Soc.	3,500	0
70	Van. Chinese Instrumental Music Soc.	6,000	5,000
70	Van. Choral Arts Soc.		4,000
71	Van. Community Gamelan Soc.		4,000

	Project Grants	2017 Grant	2018 Grant
72	Van. Japanese Language School		5,000
73	Van. Latin American Cultural Centre Soc.	3,500	5,000
74	Van. Men's Chorus		0
75	Van. Metropolitan Orchestra Soc.		0
76	Van. Peace Choir Soc.		-
77	Van. Poetry House Soc.*	9,000	9,500
78	Van. Police Museum (Van. Police Historical Soc.)		0
79	Van. Pro Musica (Pro Musica Soc. of Van.)	14,000	13,000
80	Van. Tap Dance Soc.	7,500	7,500
81	Van. Visual Art Fdn.		0
82	Van. Web Festival Presentation Soc.		0
83	Vashaan Music Soc.		5,000
84	Vetta Chamber Music and Recital Soc.	10,500	10,500
85	Visceral Visions	2,000	5,000
86	V'ni Dansi (Compaigni V'ni Dansi Soc.)	7,000	6,000
87	VocalEye Descriptive Arts (Canadian Council of the Blind (CCB) Vancouver VocalEye Chapter Society)	13,000	13,500
88	VSO School of Music		0
89	West Coast Feminist Literary Magazine Soc.	5,000	6,500
90	Western Gold Theatre Soc.	9,000	8,000
91	Wise Social and Athletic Club		6,000
92	Women in Film and Television Vancouver Soc.	8,000	8,500
93	World Rhythms for Youth Soc.*	3,000	-
94	Yarilo Contemporary Music Soc.	0	6,000
95	Zee Zee Theatre	10,000	3,000
	Total Project Grants (2018 Cultural Grants budget)	361,500	420,000
1	SKwxwu7Mesh Uxxwumixw Squamish Nation		10,000
	Total 150+ Innovations Grants		10,000
	Total Project Grants		430,000

*referred to Community Arts Grants Program

	Quarterly instalments for Major Exhibiting Institutions	Previously approved	Balance 2018 Grants
1	A.S.T.C. Science World	26,250	78,750
2	H.R. MacMillan Space Centre	129,850	389,550
3	Museum of Vancouver (Van. Museum Soc.)	189,500	568,500
4	Van. Art Gallery	545,250	1,635,750
5	Van. Maritime Museum Soc.	100,000	300,000
	Total Major Exhibiting Institutions Grants	990,850	2,972,550

2018 CULTURAL PROJECT GRANT PROGRAM INFORMATION GUIDE

Deadline: Wednesday, December 6, 2017 at 4:00pm

This guide provides information about the objectives, criteria and application process for the Cultural Project Grant program. The Project Grant program is one of many programs, awards and services that the City's Cultural Services department offers to advance the vision and goals of the Culture Plan for Vancouver. Other civic programs, awards and services are detailed on the City's web page at: <http://vancouver.ca/people-programs/arts-and-culture-grants.aspx>

CULTURE PLAN FOR VANCOUVER

<http://vancouver.ca/culture-plan>

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

- Foster cultural leadership
- Increase participation and engagement
- Provide sustainable support programs
- Optimize city investment
- Invest in creative economy

If this guide does not help you with your content questions about the application, please contact staff well in advance of the deadline.

CONTACT INFORMATION

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CULTURAL PROJECT GRANT PROGRAM

Objectives and Description

The Project Grant program supports projects in any artistic discipline (Aboriginal arts, community arts, dance, interdisciplinary, literary, media, multidisciplinary, music, theatre, visual arts, heritage or arts services sector). Projects contribute to the discourse, practice or art form and can be a one-time, single creative project, or a time-limited series or season.

Initiatives supported by a City of Vancouver Project Grant should ideally reach out to well-defined and varied public audiences through some form of presentation or dissemination (e.g. exhibitions, performances, publications, presentations, video, film, new media, radio, audio recordings, web-based creative initiatives, or community-engaged projects led by professional artists).

Applicants are strongly encouraged to have paid professional administration and leadership. All principal professional artists should be compensated for their participation commensurate with arts sector standards.¹

It is recommended that applicants request an amount based on what the organization needs to complete the project. The City can only fund a project up to a maximum of 50% of its cash revenues. While the Program budget varies from year to year, Project grant awards generally range from \$1,500-\$12,000 with a maximum of \$15,000. Information on previous grant awards and recipients is located on our website: <http://council.vancouver.ca/20170329/documents/pspc4.pdf>

Organizational Profile

This program supports Vancouver-based, professional non-profit arts and cultural organizations that have been incorporated for at least six months at the time of the application deadline, and have a mission to develop, create, produce, present and/or disseminate artistic work for the benefit of the public and the arts sector.

These organizations generally work on a project-by-project basis and are led by an arts or heritage professional who is often the founder of the organization. The organization supports artists and creative personnel, and the artistic programming is often innovative and addresses a need or opportunity in the community or the arts sector. The organization is supported by an active working Board of Directors that often have personal connections to the mission or the founder. Basic financial and administrative systems are in place, and duties are generally performed by one or more paid professional staff, in combination with contract staff and volunteers, including Board members.

¹ 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.cadabc.org;
Professional Writers Association of Canada: www.pwac.ca; Canadian Artists Representation/Le front des artistes canadiens/CARFAC: www.carfac.ca

Eligibility

To apply to this program, the organization must:

- Be a non-profit society or a community service co-op legally registered and in good standing with BC Registry Services, or a First Nations Band Council, or a registered charity with the Canadian Revenue Agency (CRA), for at least six months at the time of the application deadline. **First-time applicants must provide evidence of non-profit or registered status e.g. Certificate of Incorporation;**
- Be accommodating, welcoming and open to people of all ages, abilities, sexual orientation, gender identities (including trans*, gender-variant and two-spirit people), ethnicity, cultural background, religion, language, socio-economic conditions, in their policies, practices and programs;
- Have an active Board of Directors composed of volunteers representative of the mission and people served;
 - Directors must meet the minimum articles of applicable governing acts (BC Society Act, BC Cooperative Service Act for Community Service Coops, or the Canada Not-for-profit Corporations Act)
 - Directors must not be remunerated for services in their capacity as a Director (but may be reimbursed for reasonable expenses incurred) nor hold concurrent staff positions
- Have, at minimum, professional leadership; preferably one or more paid staff, in combination with contract staff and volunteers;
- Compensate professional artists; preferably at minimum standard industry rates;
- Have an active presence in Vancouver and provide arts and cultural opportunities that are accessible and benefit the citizens of Vancouver. The Project must be located within Vancouver city limits;
- Have diverse revenue sources (earned, private and public) for the Project;
- Provide financial statements with signatures of two Board members for the most recently completed fiscal year including, at minimum, a Balance Sheet and Income/Expense Statement, and preferably independently prepared as a Review Engagement or Notice to Reader;
- Have completed all previous projects funded through Cultural Services and can report on the most recent previous project in the current application², or have written approval from a Cultural Planner to submit an application if the previous project is not complete by the time of the application deadline; and

² Note that Final Reports no longer need to be submitted separately in advance of a Project Grant deadline, as the Final Report is now integrated into the Project application form, **unless an organization is NOT planning to apply for another Project Grant**. In this instance, the organization must request a Final Report form from Cultural Services and file a Final Report within six months of completing the project.

- Have received no other applications for Project, Operating or Community Arts grants for the same calendar year.

Examples of Eligible Activity

- A single production, show, or a series of related curated or produced arts and cultural events, performances or programs.
- Collaborative creative initiatives that involve professional artists and community members that innovatively address local interests, concerns or issues.
- Projects related to cultural heritage initiated through museums, archives or other professional heritage organizations.
- Projects that develop distinctive approaches or cultural coalitions to deliver programs or share services and resources.
- Conferences or symposia that offer significant learning and networking opportunities for artists, arts and cultural organizations, and the general public.
- Artistic Residencies that facilitate learning, artistic development and cultural exchange between professional artists and host organizations.
- Artistic or Administrative Mentorships that facilitate learning opportunities for professional artists and administrators wishing to gain experiential training with professionals in host organizations.
- Outdoor projects that have received civic approval from the appropriate departments. Evidence of permits or approvals may be a condition for release of grant funds.³

Ineligible Organizations and Activity

- Organizations that do not have arts and cultural mandates or whose proposed activity does not meet the Program Objectives and Eligibility
- Other City of Vancouver departments and branches including community centres
- Publicly funded or private educational institutions (public schools, universities, colleges, training organizations)
- Core artistic training and in-class activity
- Projects where the central focus or theme is not artistic or cultural

³ For projects taking place on city streets or plazas, contact the City's Film and Special Events Office at 604-257-8850 or email specialevents@vancouver.ca.

For projects taking place in parks, contact the Park Board Special Events and Film Office at 604-257-8516 or email parkevents@vancouver.ca.

- Social Service, Religious, Sports organizations or clubs
- Ongoing operations, deficit reduction or capital projects
- Activity taking place before the application deadline
- Activity outside Vancouver city limits
- Fund raising or commercially-oriented activity
- Bursaries or scholarships
- Contests or competitions

Assessment Criteria

Applicants will be assessed on how well they meet the criteria, required additional material, and financial and statistical data. The criteria reflect characteristics of professional, non-profit arts organizations, and written responses to the application questions will be assessed against specific criteria directly below the corresponding question in the Project Grant Application Form. Where criteria are not listed, those questions are posed to collect data for reporting purposes. Questions in the Application Form are organized into the following categories:

1. City Support
2. Proposed Project
3. Participation and Impact
4. Board and Finance

Application Process and Timeline

New Applicant inquiries:	Up to November 17 th
Application available:	Mid-October
Application deadline:	December 6, 2017
Staff Review:	December - January
Assessment Committee Peer Review:	Early February
Notification of Recommendation:	Early April
Council Approval and Notification:	April
Payment:	Mid-late April

Assessment Committee Peer Review

Cultural Services uses a blended assessment approach where members of the arts and cultural community (peers) are nominated to participate in the assessment process with a Cultural Planner from Cultural Services. The Assessment Committee reviews applications in advance and meets in person to discuss the applications and make recommendations for City Council's consideration and approval.

Nominations from community members are accepted year-round by completing this form: <http://vancouver.ca/people-programs/grant-application-and-assessment-process>.

Recommendations and Report to City Council

Assessment Committee recommendations are brought forward in a report to City Council for consideration and approval. Applicants receive an email notification from the City Clerk's office generally a week in advance of the report going forward for the Council meeting date. The report is also made public on the City's website at approximately the same time. Names of the peer Assessment Committee members are 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 Grant Allocations*

Comments, Conditions, Concerns and Reconsideration

All applicants may request additional information on the process including comments and clarification of recommendations. Where there may be conditions on a grant or concerns with an organization, additional specific comments and terms will be provided.

For demonstrated instances where the financial situation or eligibility were misunderstood by the Assessment Committee, applicants may formally request reconsideration of the recommendation. For eligible formal requests, the recommendation will be withdrawn from the report to Council and will be reviewed by the Director of Cultural Services who will make a final recommendation and submission to City Council for their consideration at a later date.

For specific details on the **Request for Reconsideration** policy and process, please visit <http://vancouver.ca/people-programs/request-for-reconsideration>.

Grant Confirmation Notification and EFT Payment

Once the Council report is approved, you will receive a confirmation notification by email. Please retain this notification as your document of record for your Auditor, if required.

NEW! All grant recipients are required to set up direct deposit using an Electronic Funds Transfer (EFT) form with the City's Financial Services Group to expedite payment. If your organization has not been set up for EFT, please contact cultural.services@vancouver.ca for the form and instructions so as not to delay payment.

PROJECT GRANT - CONDITIONS OF ASSISTANCE

If your organization receives a Project Grant, the following terms and conditions will apply:

- Grant funds must be applied to programs and services as outlined in the application for the request year.
- Grant funds are not to be used retroactively or to reduce or eliminate accumulated deficits.
- The Society must meet all eligibility requirements for the Project Grant program.
- 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 immediately and approve changes. 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 Society will appropriately acknowledge the City's support through the Cultural Services Department in all information materials, including online, publications, programs and any other collateral produced related to funded and supported activities. Such recognition must be commensurate with that given to other funding agencies.

Grant recipients can contact Cultural Services to receive the recognition mark below electronically.



- Receipt of a grant does not guarantee funding in the future.

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.

ADDITIONAL CITY RESOURCES

Access to Vancouver Civic Theatres Spaces

<http://vancouver.ca/people-programs/theatre-rental-grant-program.aspx>

<http://vancouver.ca/people-programs/activation-of-underutilized-vancouver-civic-theatres-spaces-grant.aspx>

The Theatre Rental Grant program provides subsidized access to venues owned by the City including the Orpheum, Annex, Queen Elizabeth Theatre and Vancouver Playhouse Theatre. The VCT Underutilized Spaces Grant program offsets the facility rental fee of the Queen Elizabeth Theatre outdoor Plaza, Annex and lobbies at all civic theatres.

Promotional Support

<http://vancouver.ca/people-programs/advertising-for-arts-culture-non-profit-groups.aspx>

Communicate your message widely through one of the many opportunities available through the City of Vancouver! These include the popular Outdoor Promotional programs, messaging at libraries and community centres.

Cultural Infrastructure Grant

<http://vancouver.ca/people-programs/cultural-infrastructure-grant-program.aspx>

For organizations planning for or embarking on facility upgrades, renovations or development, this grant program can support both planning and implementation phases.

Permit Fee Assistance

<http://vancouver.ca/people-programs/permit-fee-assistance-for-cultural-spaces.aspx>

Cultural Services will pay up to \$1,500 towards development and building permit fees for cultural space projects. Offered on a first-come, first-served basis until the annual \$10,000 budget is spent.

Critical Assistance Grant

<http://vancouver.ca/people-programs/critical-assistance-grant-for-cultural-spaces.aspx>

For arts and cultural organizations facing a critical situation as a result of a facility emergency or urgent life-safety issue, this grant can help pay for costs associated with emergency repairs or safety upgrades.

Arts Event Licence

<http://vancouver.ca/doing-business/arts-event-licence.aspx>

Host pop-up performances in unconventional spaces including: studios, warehouses, factories, shops and wholesale spaces. Hold events at your location up to three days per month for up to 250 people, depending on the size of your venue. One application, one desk, one licence, and one low fee.

Capacity Building - Vantage Point

<http://www.thevantagepoint.ca/>

The City in partnership with Vantage Point offers leadership development and planning workshops and labs to grantees at no cost. Workshops and advanced learning labs in the areas of leadership development, strategic planning and non-profit lifecycles are available as needed.

VIVA Vancouver

<http://vancouver.ca/streets-transportation/reducing-cars-on-city-streets.aspx>

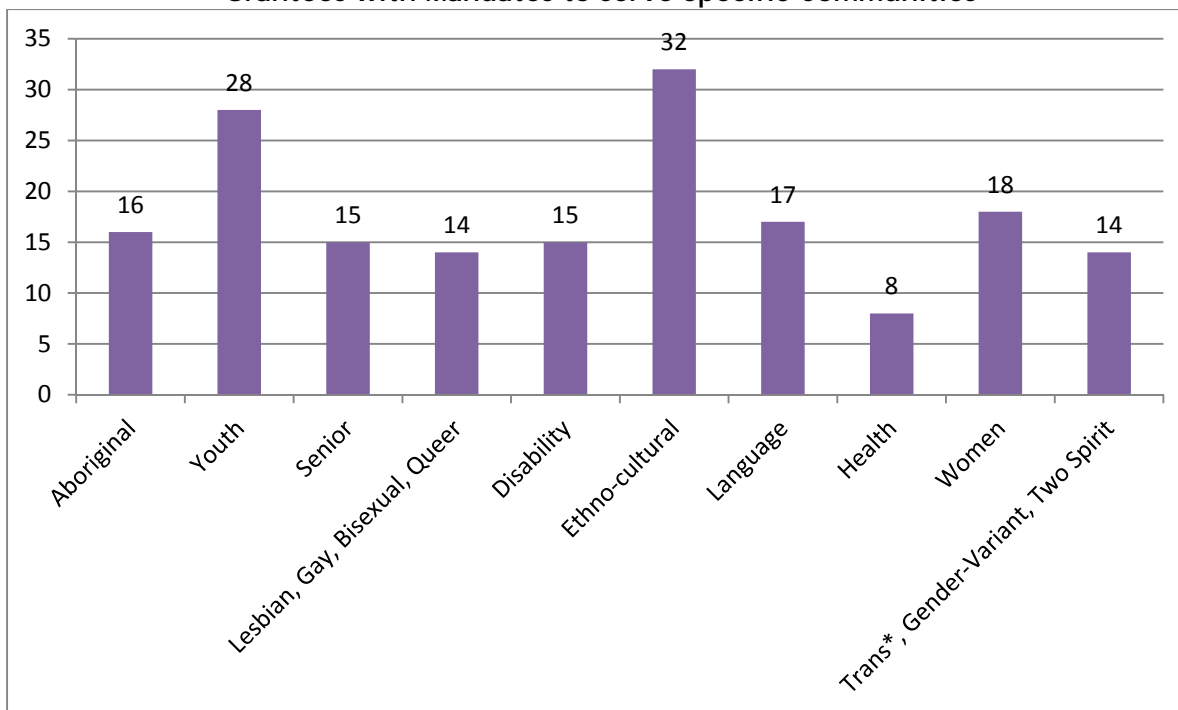
In collaboration with community groups, local businesses, and regional partners, this program transforms road spaces into vibrant pedestrian spaces through short-term street closures.

Greening Your Event

vancouver.ca/doing-business/greening-your-event

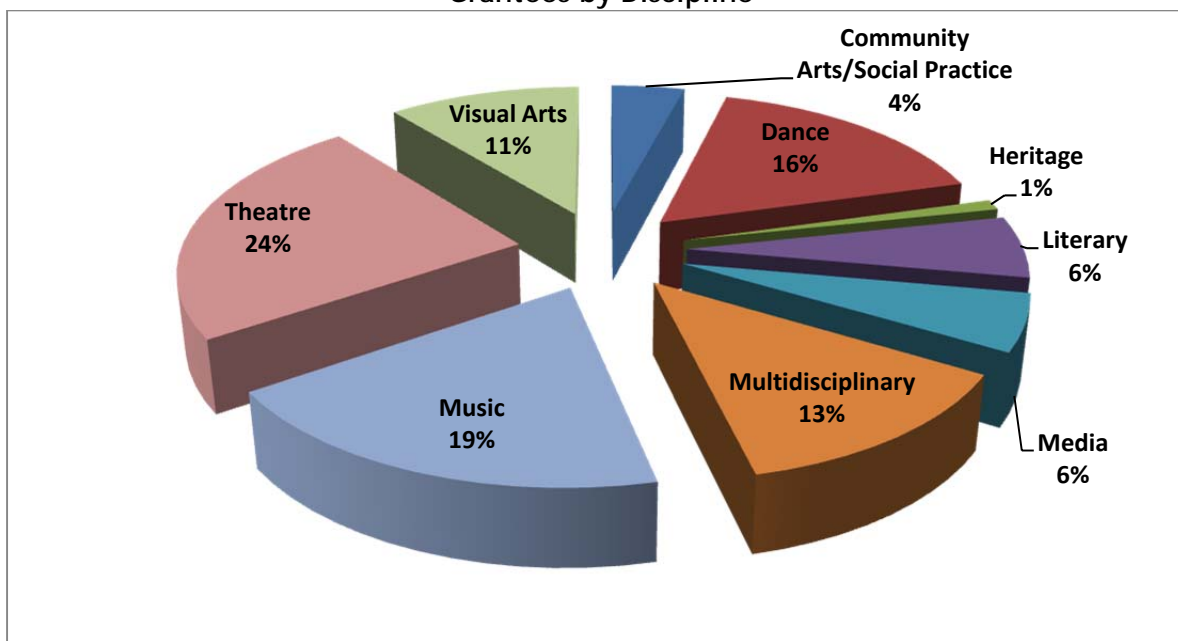
Greenest City 2020 aims to position Vancouver as the greenest city in the world by 2020. The City encourages the cultural community to consider how to minimize the environmental impacts of cultural—especially outdoor—events.

Grantees with Mandates to serve Specific Communities



Of 194 total grantees, 60 or 31% report having a mandate to serve specific communities. Note that some organizations may serve more than one specific community, so the numbers in the chart do not add up to 60.

Grantees by Discipline



Of the 194 total grantees, the above chart indicates the percentage by discipline reported in the 2018 application.