

SAC Member Group Grant Program Guidelines 2018

About Community Arts & Culture Enhancement Grants (CACEG)

The Squamish Arts Council adjudicates the CACEG for local arts, culture, and/or heritage projects that seek to provide community enhancement. This funding is awarded by the District of Squamish to the Squamish Arts Council through the [Community Enhancement Grant Program](#). Annual CACEG funds in any given year are contingent on SAC's success with the Community Enhancement Grant Program.

The 2018 Grant program has two streams that members of the Squamish Arts Council can apply for:

- STREAM 1: Member Group Grants
- STREAM 2: Community Initiatives

Both programs have specific eligibility criteria and separate application forms. Please read the guidelines to know which stream you should be applying for.

About the Member Group Grant Program

Funding is available to groups or organizations who are members of the Squamish Arts Council (SAC) with arts and culture projects comparable to the goals and mandate of Arts Council. Priority will be given to established non-profit societies, but unincorporated groups may apply. SAC will provide funds to pay specific expenses for approved projects that seek to enhance arts, culture, and/or heritage activities in Squamish.

Squamish Arts Council's Mandate

The Squamish Arts Council is a non-profit society established for the purposes of:

- Providing support for the arts and culture in Squamish
- Providing local residents, visitors, organizations, and members from all walks to participate in arts and culture in Squamish;
- Providing support for local artists at all levels and disciplines;
- Providing access to local arts, culture, and heritage for those most vulnerable in our District;
- Supporting youth in artistic expression, creative exploration and curiosity;
- Supporting the genuine recognition and expression of the rich cultural heritage of the Skwxwú7mesh peoples;
- Act as an advocate for the arts, culture, and heritage sector within Squamish.

The Squamish Arts Council's mission is to raise awareness of and improve access to arts, culture and heritage in Squamish, while supporting local artists.

Program Objectives

- Enhance local arts, culture, and/or heritage activities in Squamish;
- Strengthen community connections and engagement in Squamish arts, culture, and/or heritage;
- Promote collaboration between arts groups, artists, other local non-profits, volunteers, businesses, and the community;
- Augment and support new or additional arts focused programming that assist Squamish's vulnerable populations;

Successful applicants will clearly identify how their project meets one or more of the program objectives.

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Funding

There is no project maximum, however average grants range from per group depending on the number of applications received, local impact of the project, and how well it meets the objective of community enhancement through arts, culture, and/or heritage.

SAC is under no obligation to fund a project or group for its full request and will base its adjudication on how the project meets the criteria, program objectives, and mandate of the Council alongside with a number of equally eligible applications. Groups may receive zero, full, or partial funding based on these criteria.

Applicant Eligibility

- Applicants must be current members of Squamish Arts Council **as a group**.
- Priority will be given to established societies but unincorporated groups may apply.
- Funding is available to members with arts and culture projects comparable to the goals and mandate of the Squamish Arts Council.
- SAC will provide funds to pay specific expenses for projects. Projects eligible for funding include: assistance with programming/productions in the performing or literary arts; art exhibitions; purchase of sheet music; project related costs (venue/equipment rental, etc.)
- Funding is not available for:
 - general operating expenses;
 - deficits;
 - capital or equipment purchases;
 - festival sponsorship – applicants can apply for specific projects that meet program objectives within a festival but funds will not be given to general festival operations, sponsorship, or projects that do not meet the program objectives;
 - projects whose sole project proposal is public art, please see information on the [Public Arts Committee](#) for public art project funding;
 - retroactive funding (expenses occurred prior to grant application);
 - projects with unbalanced budgets (expenses = revenues with no surplus or deficit).
 - Funding is also not available for library stock (books, CD's, videos) or school art supplies.

Who Cannot Apply?

- Individuals;
- For-profit entities;
- Groups who have outstanding final reports for projects previously funded by the Squamish Arts Council Community Arts & Culture Enhancement Grant;
- Festivals for sponsorship;
- Applicants outside the District of Squamish;

The Application Process

Applications are juried annually in the spring and approved projects must occur between November 2018 and December 2019.

Being a group member of the Squamish Arts Council does not guarantee funds from the Member Grant Program. All eligibility criteria must be met to be considered for grant funding.

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It is the applicant's responsibility to ensure applications are complete and all application requirements are included. The Squamish Arts Council will not contact applicants to address errors in applications or missing application requirements, including support material, other than that required to determine eligibility. Eligible applications and any supporting material will be assessed as they have been submitted.

Funding decisions are based on the number and quality of requests received by the deadlines. Projects must pass each of the evaluation sections in order to be funded. The jury will base their evaluations on how well the applicant answers the questions and how well their project meets the program goals utilizing an evaluation sheet – provided below.

After a grant has been approved:

SAC will announce grant recipients in January 2019. Grant recipients are expected to sign an acceptance letter with a confirmation of understanding that conditions in which grant funding is provided for approved projects.

All payments of grant monies to the grant recipient are subject to an authorizing appropriation under the Financial Administration Act. The Squamish Arts Council reserves the right to redistribute, delay or suspend payments if the successful applicant:

- Does not carry out its planned program of activities.
- Undergoes major changes in artistic or administrative direction.
- Does not meet its obligations as a grant recipient, including submission of final reports to the Council.

No Squamish Arts Council Board Member, who is affiliated with an applicant Community group, will be involved in administering this Grant nor be selected for the Jury of. Their affiliated group must have a separate group representative handling all aspects of the application and reporting. Board Members are not to benefit personally from any funding, that the group they are affiliated with may receive.

Squamish Arts Council expects the following from grant recipients:

- Approval from the SAC before any alterations to the project scope;
- Proper fiscal management;
- Thorough and well-planned project evaluation;
- Final report (financial and descriptive) submitted within the same fiscal year the grant was issued;
- Public recognition of the support received as required by SAC; as well, funded organizations with a website are encouraged to add a link to the Squamish Arts Council site.



COMMUNITY ARTS & CULTURE ENHANCEMENT PROGRAM

Squamish Arts Council Grant Evaluation

Project:

| Criteria | Score (0-5) | Weighting | Weighted Score |
|---|-------------|-------------|----------------|
| Maximizes positive impact for local artists (experience, exposure, etc). | | 10% | 0% |
| Strengthens community interaction and engagement with art/culture/heritage | | 15% | 0% |
| Inspires subsequent creation and sharing of art/culture/heritage | | 5% | 0% |
| Fills community need(s) | | 5% | 0% |
| Involves Squamish Nation Artists | | 5% | 0% |
| Explores Squamish Nation Art/Culture (without appropriation) | | 5% | 0% |
| Identified capacity to ensure project success and feasibility | | 5% | 0% |
| Leverages resources (financial, in-kind etc) to achieve desired outcomes; | | 10% | 0% |
| Supports partnerships and collaboration between artists and organizations | | 10% | 0% |
| Project is likely to become (self-)sustainable in future rather than a "one-off" | | 5% | 0% |
| Supports the SAC mandate, mission, and program objectives | | 10% | 0% |
| Raises the profile of local the local arts/culture/heritage sector | | 10% | 0% |
| Augment and support new or additional arts focused programming that assist Squamish’s vulnerable populations; | | 5% | 0% |
| Total (max. unweighted Score of 65) | 0 | 100% | 0% |