

INFORMATION NOTE

Title: Grants to Artists and Arts Organizations Program - Update

Date Prepared: September 26, 2019

Report To: Committee of the Whole

Councillor and Role: Councillor Hanlon; Tourism, Culture, & Immigration

Ward: N/A

Issue: Updating elements of the Grants to Artists and Arts Organizations Program, to be in effect for the 2020 grant cycle and beyond. Based on feedback, and reflecting the importance of continuous improvement in arts grants programming, these changes will increase clarity for applicants, improve the consistency and administration of the grants, and in some cases align the program with the guidelines of other funding agencies.

Discussion – Background and Current Status:

In 2016, a new Policy on Grants to Artists and Arts Organizations (04-04-09) was approved and adopted by Council. Subsequently, beginning with the 2019 grant cycle, an additional modification was made to improve the program and its administration, and to increase consistency with the City's other grant programs (Community, Special Events and Festivals, etc.): the assessment of arts organizations was separated from the peer-jury assessment of individual artists, and placed with the Grants Review Committee (which had already been assessing all other organizational grant applications). This shift has been a successful move toward greater consistency.

As we continue to review and assess our grant programs' effectiveness, several new changes to improve the consistency and administration of the grants program are detailed below:

- **For individual artist applications, define a maximum grant request amount/amount awarded of \$3,000.**
 - We don't currently define a maximum request amount/amount awarded, which often results in request amounts that exceed what the current grants budget is able to reasonably consider.
 - The suggested amount of \$3,000 is based on historical amounts granted to individual artists over the past several years.

ST. JOHN'S

- **Add the following Applicant Eligibility Criteria:**
 - An applicant may only apply for ONE project at a time.
 - An applicant who has received City funding for a previous project must have completed the project before applying again.
- **For Grants to Arts Organizations, make the following amendment to eligibility criteria:**
 - “Organizations ~~should~~ **must** be federally or provincially incorporated as a registered charity or not-for-profit corporation (see “Definitions”). Proof of the incorporation must be submitted with the Grants to Artists and Arts Organizations application. ~~In some cases an exception may be permitted; in such cases the organization must complete and submit with their application an Acceptance of Liability for Unincorporated Applicant form (CS-1010A).~~
- **For Grants to Arts Organizations, carry over from the “Policy on Requests for Grants and Subsidies” (04-04-01) the following clause to the “Policy on Grants to Artists and Arts Organizations” (04-04-09) for consistency:**
 - “An organization receiving 80% of its funding from other levels of government will not be considered for a City grant. It is assumed that such a project is adequately funded by the government sector and should be sufficiently supported by the private sector to meet the additional 20% funding needed. Exceptions may be made to this guideline where deemed acceptable.”
- **Create two sub-categories for grants to individual artists, as follows:**
 - Creation Project:
 - Examples of creation projects: writing a novel, creating new artwork, writing songs for new album, developing new dance pieces, script dramaturgy, etc.
 - Applicant’s subsistence costs considered an eligible expense, up to \$2,000 per month for full-time work on a project. If the applicant has other sources of income, this should be subtracted from the maximum subsistence cost (e.g. if an applicant’s unrelated part-time work equals \$1,000 per month, only \$1,000 per month would be considered an eligible subsistence cost). *Subsistence costs are costs that are unrelated to the project’s activities but incurred by the applicant in order to be able to take the time to work on the project.*
 - Production Project:
 - Examples of production projects: recording an album, staging a theatrical production, producing a film, etc.
 - Fee/honoraria to applicant considered eligible, but not subsistence costs. The remuneration should be accompanied by an explanation/documentation (e.g. CARFAC fee schedule).

- **Enhance clarity in list of ineligible expenses, as follows:**

Proposed Additions/Amendments (new, to be removed)
1. Civic departments, commissions, or committees (libraries, community centres, etc.).
2. Expenses incurred before the application deadline date.
3. Educational institutions (schools, colleges, etc.).
4. Work created as part of an academic program (e.g. Master's dissertation).
5. Scholarships, prizes, and awards.
6. Groups Raising funds for non-cultural causes.
7. Travel, accommodation, and tours outside St. John's.
8. Capital projects (facility construction or purchase, equipment purchase, etc.).
9. Capital expenses (including but not limited to facility construction or purchase, etc.).
10. Purchase of equipment, instruments, computers, or software.
11. Protest events, political campaigns, or political rallies.
12. Deficit reduction.
13. Recovering the cost of a project deficit or an organization's financial deficits.
14. Professional development for individual applicants (workshop fees, course tuition, etc.).

Key Considerations/Implications:

1. Budget/Financial Implications:
2. Partners or Other Stakeholders:
3. Alignment with Strategic Directions/Adopted Plans:
4. Legal or Policy Implications:
 - Amendment of Policy 04-04-09: Policy on Grants to Artists and Arts Organizations
5. Privacy Implications:
6. Engagement and Communications Considerations:
 - Notification to arts organizations and individual artists about the above changes.
7. Human Resource Implications:
8. Procurement Implications:
9. Information Technology Implications:

10. Other Implications:

Conclusion/Next Steps: The above changes will be in effect for the 2020 Grants to Artists and Arts Organizations (submission deadline November 30, 2019)

Prepared by/Date: Théa Morash; September 26, 2019

Reviewed by/Date:

Approved by/Date:

Attachments: