Overview /Snapshot

Purpose of the award
The BC Touring Council is seeking proposals from Not-for-Profit performing arts presenters. The intention of the program is to remove barriers to participation in the performing arts for young people and family audiences throughout the province by financially assisting with:

- Peer-to-peer community arts activities and residencies at community venues
- Training and workshops with professionals
- Mentoring in the performing arts and technical/production areas of the performing arts
- Works by youth for youth

Awards are based on the priorities above, as well as these guidelines:

- A qualitative assessment of the applicant’s presenting history. Requests will be adjudicated by a peer adjudication committee. This funding is not allocated by a formula.
- Requests will be considered up to a maximum of $10,000
- Activities must occur between July 1, 2019 and June 30, 2020

Funds for the Mentorship & Youth Engagement program will be awarded on a competitive basis to performing arts presenting organizations in British Columbia who operate regular seasons or series and/or festivals featuring professional performing artists.

Exclusions
Awards under this program are not available for:

- Activity eligible for support under other programs of the BC Arts Council;
- Or start-up costs, seed money, capital expenditures (construction, renovation, or purchase of property or equipment), feasibility studies, budget deficits, or for-profit entities
- Activity that has already taken place at the time of application

APPLICATION DEADLINE
May 15, 2019

Notification of funding: June, 2019

Application form can be downloaded at the BC Touring Council Website: bctouring.org/resources/mye

Program Coordinator
John McLachlan
Toll Free 1 877 664-2999
john@bctouring.org
bctouring.org/resources/mye

Completed applications should be sent to the program coordinator:
MYE – c/o John McLachlan
4000 Parnell Rd
Hornby Island, BC V0R 1Z0
Who can apply?
The following eligibility criteria will apply:

• The applicant must be a **community-based performing arts presenter** in British Columbia that presents and promotes a series or season of performing arts events and/or festivals featuring professional artists (Producing companies that present their own works in a series or season are not eligible.)
• The applicant must be a registered not-for-profit society in BC with a minimum one year presenting activity prior to application and must provide financial statements for the most recently concluded fiscal year
• The proposed project assistance budget should demonstrate a diversified revenue base, community support and funding from sources other than the BC Arts Council
• Your organization must demonstrate need for public subsidy (those carrying large unrestricted capital reserves may not be awarded)
• Applications must be for programming which will occur between **July 1, 2019 and June 30, 2020** (i.e. applications for deficits resulting from previous programming are not eligible)
• Applications from organizations receiving Professional Operating Assistance from the BC Arts Council will not be eligible nor will proposals that could be eligible under other BC Arts Council programs

Eligible types of activity

• **Have the engagement of children and youth, as audiences and/or as creative participants, at its core**
• **Include professional artists and/or professionals as mentors**
• **Compensate artists and other professional/production practitioners by paying fees at industry standards and adhere to international intellectual property rights standards**

Ineligible types of activity

• **Projects or activities that are funded through other programs of the BC Arts Council**
• General operating activity
• Project phases that have begun prior to the application deadline
• Capital expenditures (construction, renovation, or purchase of property or equipment)
• International travel costs or fees of foreign artists visiting British Columbia
• Conferences or competitions
• Projects that are secondary to other purposes (conventions, or family, religious or community celebrations)
• Projects taking place outside British Columbia

**Project Priorities**

**Artistic Mentoring Projects**
There are many very rich, deeply engaging projects that could involve youth of all ages (including youth creating work) such as music camps where the artists work with students over a period of days culminating in a public performance, dance residencies or theatre improv, and circus camps.

**Community Arts After School (CAAS)**
Support for students to engage with professional artists and presenters in their community. Activities could include performances, mentorships, training, and workshops with professionals and peer-to-peer community arts activities and residencies at community venues during non-curriculum hours (after school and weekends/holidays) for students.

**Technical and Production Mentoring Projects** (behind the scenes)
Carried out by professional presenters / venues where youth have opportunities to work with staff or with hired professionals in projects such as:

• **Technical crew training** (such as Techie Boot Camp) where students work behind the scenes on the preparation and performance of professional and/or student presentations. Backstage for a school production where there are youth as stage crew, sound techs in training, lighting techs in training, design crew, student costumers, student stage managers and assistance stage managers, student choreographers and student program director

• **Tech Clubs**: Secondary school students could, for example meet over a period of weeks in sessions led by a presenter tech director where students learn myriad aspects of putting on a show and the more experienced students help run a show(s).
Assessment
The quality of the engagement of young people in the artistic experience is central to this program. Accordingly, jurors will consider the impact of the artistic experience on the children and/or youth involved and the opportunities provided for meaningful engagement of young people with contemporary artistic practice. The applicant should show how the project will offer stimulating and varied forms of public engagement, primarily through public performance but also through audience and artistic development, participation, discourse and education, or other mentoring opportunities offered.

Jurors may consider the following points:

- Knowledge of the project’s core audience and participants, plus insights and strategies that will lead to further audience development and engagement
- Commitment to work created by BC and Canadian artists, and new collaborations, including emerging or under-recognized artists, artistic practices, and forms
- Accessibility of the project to artists, audiences and participants, including those of Indigenous, culturally diverse and/or regional communities
- Risk taking with regard to public engagement

Application Requirements
Applicants must provide a signed, completed Application Form
– See bctouring.org/resources/mye to download the form.

All applications must be post-marked or scanned and emailed by the deadline and include the following:

- A written statement (see sidebar) of no more than three pages, font size 11 or larger on single-sided white paper without staples
- A project budget showing all revenues and expenses associated with the project – if you have multiple sub-projects please provide separate budgets for each one.
- One copy of the organization’s most recent Financial Statements (see page 4)
- A list of the organization’s current board of directors
- A list of administrative and artistic/curatorial staff or significant contractors associated with the project(s), giving name and title or responsibility
- Biographies of lead participating artists or mentors (max. 250 words). Please do not submit CVs
- Letters from any partnering organizations, if applicable, confirming the nature of their participation

NOTE: If you are able to SCAN/SAVE AS PDFs all pages including the signed cover page, you may submit as a PDF (not JPEGs or other formats) by email instead of mailing.

Select support material will be circulated to the jury at the time of the adjudication meeting (will not be returned to applicant).

The adjudication process
Once your application is received, you will be contacted by email to let you know it has been received and ready to proceed to the jury for review. If there are any outstanding questions, you will be asked at this time to supply more detail/answers.

A peer review jury will assess your grant application. You will be contacted by email in June regarding the results and any amount awarded. If your application is successful, shortly thereafter a cheque will be sent by mail.
If you’re successful...

**Final Reports:** All recipients must submit a final report and appropriate documentation of the completed project to the BC Touring Council within 60 days of its completion. Final Report forms will be available at [bctouring.org/resources/mye](http://bctouring.org/resources/mye)

**Recognition of Assistance:** In recognition of funding support the BC Touring Council, BC Arts Council and Province of BC must be acknowledged in all promotional materials. Approved acknowledgement, along with logo and graphics standards, are available online in a variety of ready-to-use digital formats at bctouring.org and bcartscouncil.ca. Links will be provided to successful applicants.

**Confidentiality of Information:** The collection, use, and disclosure of personal information are subject to the privacy provisions of the Freedom of Information and Protection of Privacy Act. Your organization’s information will be shared in confidence with members of the adjudication jury. The names and locations of successful award recipients will be published along with the amount of the award in the Annual Report of the BC Arts Council.

**Changes to Awards:** The British Columbia Touring Council reserves the right to redistribute, delay or suspend payments if the organization:

- 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 any outstanding final reports.

If a project is dependent on funding from other sources, approved awards may not be paid out until funding from other sources is confirmed.

**APPLICATION DEADLINE**

May 15, 2019

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**Financial Statements Required**

Financial Statements must include a **Balance Sheet**, **Income Statement** and **Notes**. The type of Financial Statements required is based on the recipient’s BC Arts Council awards in the most recently completed fiscal year (excluding special projects); in the case of new applicants, internally prepared financial statements are acceptable. Internally prepared financial statements must be signed by two board members of the organization. We reserve the right to request audited Financial Statements if deemed appropriate, regardless of the amount of the applicant’s last award.

### BC Arts Council Grants for last fiscal year

**Minimum Required Documentation**

- **Up to $10,000**
  - Internally prepared Financial Statements signed by two board members

- **$10,000 – $25,000**
  - Independently prepared Financial Statements

- **$25,000 – $100,000**
  - “Review Engagement” Financial Statements

- **Greater than $100,000**
  - Audited Financial Statements

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You shouldn’t hesitate to ask the program coordinator any questions. He is here to help you prepare the best application you can to be put to the Review Jury.

**John McLachlan – Program Coordinator**

Toll Free 1 877 664-2999

[john@bctouring.org](mailto:john@bctouring.org)

**MAILING ADDRESS**

If mailing your application, send directly to program coordinator:

**MYE c/o John McLachlan**

4000 Parnell Rd

Hornby Island, BC V0R 1Z0