



2024-2025 Guidelines

Into the Act is a partnership program of the BC Touring Council, the Province of BC and the BC Arts Council to support presenters and festivals in BC to create opportunities for early-career artists from all disciplines and genres.

Deadline to Apply
Friday, June 28, 2024 at 5:00 pm (PT)

QUESTIONS?

Sheryl McGraw, Program Manager
T: 250-352-0021 sheryl@bctouring.org

Our office is on the shared ancestral territories of the Sinixt, Ktunaxa and Syilx Nations and is home to the Métis and many diverse Indigenous Peoples. We carry out our work respectfully on the land of Indigenous Peoples throughout British Columbia and are grateful for the continuing relationship with Indigenous Peoples that develop through our work together.



BRITISH COLUMBIA
ARTS COUNCIL



BRITISH
COLUMBIA

Supported by the Province of British Columbia



Deadline
June 28, 2024

Guidelines

Into the Act seeks proposals from non-profit performing arts presenters, including arts and culture festivals.

Into the Act provides financial assistance to presenters in BC to create opportunities for early-career artists from all disciplines and genres. The program offers these artists, who live, work, and practice in Canada, opportunities to work with presenters and other artists in a professional environment, reach new audiences, and gain practical experience and knowledge about touring and presenting in BC.

Eligible applications will be reviewed by the program manager and evaluated by a peer assessment panel.

Awards are based on the above, as well as:

- A qualitative assessment of the applicant's presenting history.
- Requests may be **up to \$5,000** per organization. Funding is limited.
- 100% of your request must be used to pay artists' fees and expenses associated with touring, including travel and accommodation.
- The proposed activity must occur between **July 1, 2024**, and **June 30, 2025**.
Note that there is only one intake for the 2024-25 program.

PROGRAM ACTIVITY

Eligible applicants can apply for **up to \$5,000** for **one** of the following components:

- ▶ **COMPONENT A.** Engage early-career artists from all disciplines and genres to open for mainstage acts as part of a series, season or festival programming.
- ▶ **COMPONENT B.** Engage early-career artists in a showcase, special event or series, or present an artist as part of a tour in BC.

Questions/First Time Applicant?

Contact the Program Manager with questions OR if this is your first time applying.
Sheryl McGraw sheryl@bctouring.org T: 250-352-0021

We support the BC Arts Council's Extending Foundations: Action Plan for 2022-2024 and are committed to the principles of equity, diversity, accessibility, and truth and reconciliation in all of our programs and processes.

Early Career Artists Definition

To be eligible for this program, early-career artists must live, work and practice in Canada.

Early-career artists demonstrate competency in the basic techniques of their artistic practice and are in the early stage of launching a professional career. They may have reached a critical moment and will use this opportunity to maximize their potential audience and propel them into their next career phase.

Where a group/artistic company/band is proposed, the majority must be early-career artists.

WHO CAN APPLY?

Applicants must be:

- A registered not-for-profit society in BC;
- Where applicable, applicants must have completed and submitted final reports for any outstanding funding assistance;
- Applicants must adhere to Worksafe BC regulations. Resources are available at [Worksafe BC](#).

Presenters

- A community-based performing arts presenter in BC that presents a series or season of live performing arts events featuring professional artists who are paid at professional rates;
- Producing companies whose primary purpose is to produce/present their own work in a series or season are not eligible.

Arts & Cultural Festivals

- Arts & cultural festivals that engage professional artists who are paid at standard industry rates;
- Arts & cultural festivals being offered for the first time are not eligible.

ELIGIBLE ACTIVITY

- Provides opportunities to engage Canadian early-career artists with an emphasis on those who present artistically and culturally diverse artists, including Indigenous artists;
- 100% of your request must be used to pay artists' fees and expenses associated with touring, including travel and accommodation.
- While we encourage using the same performance space(s) for both mainstage and early career artists, proposals may include alternate spaces, such as the lobby, public areas, etc.
- Applicants should identify all proposed artists in the application, including early-career and main-stage artists. If a proposed artist is not confirmed, please list it as tentative on the application form.
- Applicants must compensate early-career artists by paying fees at standard industry rates.
- Please contact the Program Manager if you require information about fees.

EXCLUSIONS

Grants are not eligible to support:

- Projects that have received funding from BC Arts Council or Community Presenter Assistance for the same activity;
- Applicants based in the municipalities of Vancouver and Victoria;
- Projects primarily focused on creating or commissioning work;
- Programming presented outside of the eligible activity period;
- Cover or tribute bands;
- Conferences, competitions;
- Start-up costs or "seed" funding;
- Capital expenditures (property and equipment purchase);
- Presentations that are part of galas, fundraising events, family or religious celebrations.

MAXIMUM ASSISTANCE

Up to \$5,000 per applicant is available. Based on the assessment and available funding, awards may be less than the requested amount.

100% of your request must be allocated to artists' fees and expenses associated with touring (e.g. travel, accommodation). Proposed artists' fees must be at a professional rate.

ASSESSMENT PROCESS

Applications are evaluated by a peer assessment panel representing the performing arts touring and presenting communities throughout the province, including artists, artist representatives and presenters.

ASSESSMENT CRITERIA

Applications are evaluated by a peer assessment panel representing those working in the touring arts and presenting communities throughout BC. The committee weighs applications based on the following:

Engagement of *Early-Career Artists (33.3%)- *see page 3 for the definition

- a feasible proposal that identifies early career artists, their presentation and appropriate compensation.

Demonstrated benefit to Early-Career Artists (33.3%)

- opportunities to work with presenters and other artists in a professional environment, reach new audiences and gain practical experience and knowledge about touring and presenting.

Demonstrated benefits to Presenting Organization (33.3%)

- Examples of benefits to the presenting organization include fulfilling goals, mandates or engagement with community.

Applications must be submitted by the deadline and on the forms provided. Support materials must accompany the application. They include:

- Completed application form with a declaration;
- Applicants should address the potential impacts and benefits of engaging early-career artists and the impacts on their organization (max 500 words for both);
- A biography or description of all proposed early-career artists (maximum of 200 words per artist);
- Completed budget (on the form provided) that includes a breakdown of fees for early-career artists;
- Final report regarding funding previously awarded (if not already submitted, see below for details).
- Most recent financial statements (or review engagement), including a balance sheet.

APPLICATION PROCESS & TIMELINE

- Applications received are acknowledged by email;
- Applications are reviewed for completeness and accuracy; applicants may be contacted for additional information or clarification as required. However, it is the responsibility of the applicant to submit completed forms with the necessary support materials;
- A peer assessment panel reviews applications convened specifically for this purpose;
- Applicants will be informed of the panel's decision by email **10-12 weeks after the deadline**. Funds will be paid out to successful applicants following notification.

- **Recipients must also submit a final report within 30 days of completing the project. We require high-resolution photos and testimonials from the artist, audience, and presenters about the project as part of the report. Forms will be sent to applicants and available on our website.**

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 assessment panel members.

Recognition of Assistance

In recognition of funding support, BC Live Performance Network (formerly the BC Touring Council), BC Arts Council, and the Province of BC must be acknowledged in all promotional materials. Approved acknowledgement and logo and graphics standards are available online in digital formats at bclive.ca and bcartscouncil.ca. Links will be provided to successful applicants.

QUESTIONS/SUBMIT APPLICATIONS TO:

Email your application with attachments by Friday, June 28 at 5:00 pm (PT) to:
Sheryl McGraw, Program Manager, sheryl@bctouring.org T: 250-352-0221



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