

ARTS & CULTURE MENTORING / MASTER CLASSES FUNDING POLICIES AND GUIDELINES 2019-20

Before applying

- Read the *Arts & Culture Funding Programs* brochure for a general overview of all CKCA managed grant programs available.
- Read the *Primary Funding Policies and Guidelines* document for general policies applicable to all CKCA funding programs to ensure eligibility before starting this application.

Objectives: Assists community or arts groups to provide artistic or cultural mentoring or master classes to emerging professionals.

Funding eligibility and guidelines

1. Funding is available to groups or organizations. This means proposals must be made by an organization or a group (arts council, band council, or other community, cultural or arts group) and not by the mentor / instructor.
2. The community group/organization does not have to be incorporated (it can be a non-legally registered group, for example). If the group/organization is not registered, the contract will be made out in the name of the primary person responsible for the project, on behalf of the group/organization listed.
3. Projects must involve a mentor / instructor recognized as a professional in their field, or for applications focused on cultural knowledge or practices the mentor/instructor must be an experienced practitioner. Skill level must be clearly outlined in the application materials.
4. Mentors / instructors wanting to apply for funding to offer instruction or classes may apply through the *Arts Funding to Communities* or *Touring* programs.
5. For projects focused on development of artistic skills, the experience level of the learners is a key component of eligibility in this program and should be outlined in the application materials. Arts projects focused on beginner level instruction should apply through *Arts Funding to Communities*.
6. For arts projects, it is usually preferred that the mentor / instructor is external to the organization and / or community, to encourage wider sharing of knowledge.
7. It is preferable to make the benefit of the mentor's knowledge available to as many learners / audience as possible. Partnerships are encouraged.
8. Funding is designed to support projects. Funding is not available for regular operating costs or existing deficits. The CKCA may consider funding the same project again in subsequent years, but this does not guarantee funding for the subsequent year. Applicants must apply again the subsequent year and compete for funding through the regular adjudication process.
9. Funding under this grant program is not available for capital expenses.

Project Timeframe: Projects must take place between June 1, 2019 and May 31, 2020.

How to apply: Submit *Arts & Culture Mentoring and Master Classes* applications to the Columbia Kootenay Cultural Alliance online at www.basinculture.com.

***Late or incomplete applications will not be accepted**, so ensure you begin your online application early enough to complete and submit it before the deadline.

Application deadline: Received by 5:00 pm PDST, March 15, 2019

Maximum request: \$5,000 per project

Total program funding: \$40,000