MAJOR PROJECT ARTS
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: For individuals or arts and cultural organizations to create artistic works, bodies of work, arts or cultural performances, events or projects on a **major** scale that furthers the directions of the CKCA and the Trust.

Funding eligibility and guidelines

1. Funding is available to individuals or arts and cultural organizations. In general, the aim of the CKCA *Major Project Arts* fund is to meet community rather than private sector needs. Any proposals submitted by private sector organizations (example: a registered business) must be sponsored by a non-profit community organization (who would make the application) and must clearly demonstrate community benefits.

2. *Major Project Arts* projects should demonstrate some community engagement as an aspect of the project (for example: mentoring opportunities, public readings, lectures, performances, or exhibition). Community engagement (audience and locations) is taken into consideration when adjudicating.

3. Project budgets should exhibit other sources of revenue in addition to the CKCA funding request.

4. After reviewing the *Major Project Arts* application materials, it is strongly recommended that you discuss the project idea (including scope of activities, experience of participants, estimated budget) with CKCA staff **well in advance** of the application deadline.

5. Applicants should demonstrate the ability to successfully complete the project as proposed.

6. The project should further the directions of the CKCA (as outlined on the application form).

7. Funding under *Major Project Arts* is not available for capital, regular operating expenses or existing deficits.

8. Individuals applying for *Major Project Arts* are also required to mail or courier a **HARD COPY portfolio** of their work for adjudication (optional for organizations – see application from for details). Portfolio must demonstrate your professional / public artistic practice and development. It may include sketches or samples of the proposed work.

    a. **Contents e.g.:** examples of artwork (photos of artwork, stills of performances, excerpts of writing or scores, etc.); exhibition catalogues; hard copy images of book / CD / DVD covers (including contents page, song list or synopsis & run time); performance programs; press; reviews; URL of your primary website(s).

    b. **Do not send original documents** unless you don't need them back. Portfolios will be returned via regular mail or may be picked up at the CKCA office after June 1. While reasonable care will be taken with handling of portfolio materials, CKCA will not be responsible for their loss or damage.

    c. **Format:** 8.5" x 11" pages in a binder (no duo-tangs).

    d. **NOTE regarding digital files:** The hard copy portfolio is required and used during adjudication. If you wish to upload digital files to support your application, do so through the online portal. These may not be viewed due to time or technical constraints – they are only used as support for the hard copy materials or for additional questions. Make digital files SHORT in length and / or SMALL attachments. For format and space limitations, read the *Online Application Guide.*

Project timeframe: *Major Project Arts* projects must take place between June 1, 2019 and Nov. 30, 2020.

How to apply: *NEW* Submit *Major Project Arts* applications to the Columbia Kootenay Cultural Alliance online at www.basinculture.com

Individuals must also **submit hard copy portfolios to the CKCA PO box by mail, or the CKCA office by courier**. Send the portfolio early enough to ensure it is delivered before the application deadline. **Hand delivered materials will not be accepted / reviewed.**

Late or incomplete applications will not be accepted. *E-mail applications will not be accepted.*

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

Funding award: $10,000 per project

Total program funding: $80,000