

Individual Project Grant Funding Policies and Guidelines



For All Applicants

The underlying philosophy of Slocan Valley Community Arts Council funding is that public funds should be allocated in a manner that benefits the community. In general, funds are meant to encourage new, original creative work.

Eligibility

1. To be eligible for funding, the primary emphasis of proposals must be artistic, cultural or heritage.
2. Applicants must be residents of the south Slocan Valley between Slocan and South Slocan.
3. Applicants must be a member in good standing of the Slocan Valley Community Arts Council.
4. Projects must contain new, original creative work.
5. Eligible expenses:
 - a) cost of materials
 - b) subsistence of the artist (living expense)
 - c) payment of other artists in the production of the work
 - d) travel expense
 - e) equipment rental
 - f) equipment purchase \$200.00 or under
 - g) promotional expenses are eligible only as part of a project

Ineligible Requests

The following are not eligible for funding support through SVCAC funding:

1. Projects with unbalanced budgets.
2. Ineligible expenses:
 - a) retroactive funding (any project activities/expenses incurred prior to February 01, 2016)
 - b) creation of commissioned work
 - c) developing instructional work intended as a source of income
 - d) purchase of equipment over \$200.00
 - e) capital costs _____
 - f) promotional expenses unless part of a project
 - g) business operating expenses.

Application Forms

1. There are separate application forms for individual members and group members. Your project proposal must be submitted on the **Individual Project Grant** application form.
2. Print legibly in black or dark blue ink/type. Your application form is photocopied for members of the Board. If it isn't legible, it may not be considered.

3. Answer all questions on the application form. Complete the budget form (make sure it is balanced). Sign the application.

4. Section IV -

a) Project title and description. Include clear statements of your project idea, the practice to be used and your desired outcome.

i. Idea - describe the concept behind the work and your intention in undertaking the project.

ii. Practice - outline your plan for the project. Include a clear and realistic timeline. Include a process for sharing the results of the project with the community.

iii. Development - describe how the project will contribute to your artistic and/or cultural development. Describe how the project will contribute to the artistic and/or cultural development of the art form. Describe how the project will contribute to the development of arts/culture in the community as a whole.

b) Biography and experience: include qualifications, experience and reference to past projects.

5. Section V - please sign and date the Declaration.

Budgets

1. Budget should be reasonable and appropriate to the scale of your project. Only include revenues and expenses which relate to the specific project as described in your application. It is helpful to estimate/research your project expenses first as this will give you a sense of the revenues you will need to complete your project.

2. Do not include ineligible activities or expenses within your project or budget.

3. Both revenues and expenses must be completed with the understanding that the figures are estimated and dependent upon receiving funding.

4. Budgets must be balanced (expenses = revenues).

5. Include the requested grant amount from SVCAC on your budget revenue on the line provided.

6. You may include in-kind donations on your budget to show community support. These are listed under "Contributed Services" in the Revenues section. Corresponding amounts must be listed in the Expenses section.

Submission Requirements and Deadlines

Original application forms (and any attachments) must be received before the application deadline. **Late applications will not be accepted. Faxed or emailed applications will not be accepted.**

Completed grant applications must be received in the SVCAC mail box by 5:00pm on Friday, December 4, 2015

Mail completed applications to: Slokan Valley Community Arts Council, PO Box 18, Winlaw, BC V0G 2J0

Successful applicants will be notified after the application deadline and before February 28, 2016.

All funded projects must acknowledge the Slokan Valley Community Arts Council and British Columbia Arts Council in all promotional and written materials relating to the funded project.

If you have any questions about the application process, eligibility or how to fill in your application form and/or budget, please contact: svcart@gmail.com.

Funded by:

