

# Major Arts and Culture Organizations Pilot Grant Program

**Application Deadline is May 5, 2023**

## Introduction and Purpose of this Funding

This pilot grant program aims to support the vibrancy and resiliency of Arts and Culture Organizations with artistic and cultural programming presented in public facilities, contributing to the artistic, social and economic vitality of the region. This support ensures the stability, accessibility, and accountability of their programs for the benefit of our growing and evolving community.

This pilot program provides one-time operating funding to eligible organizations to enhance their ability to produce and/or present artistic works and cultural programming.

This program supports the Region of Waterloo in its strategic objective to support the arts, culture and heritage sectors to enrich the lives of residents and attract visitors to Waterloo Region.

This grant program has been modelled off the Key Cultural Institutions guidelines, with alterations to the guidelines eligibility criteria and expedited assessment process. Unlike the KCI process, this is not a collaborative funding program.

## Budget

Funding for the Region of Waterloo Major Arts and Culture Organizations Pilot Grant Program was established by the Region of Waterloo Council on April 19, 2023 and totals \$340,000 for that year.

## Eligibility/ Who can apply

Eligible organizations must:

- Have as their primary mandate and core activity the production and/or presentation of arts and cultural programmes, notably in the performing, visual, media, literary, interpretive and multi-disciplinary arts
- Be an incorporated non-profit organization
- Have an active, accountable Board of Directors
- Be in continuous operations for at least two (2) years
- Have diversified revenue sources, including earned, fundraised and other levels of public funding
- Be located within Waterloo Region

- Hire professional administrative and programming staff, paid in accordance with industry standards
- Maintain paid public programming

**Eligibility Criteria for Major Arts and Culture Organizations**

In addition to meeting the General Eligibility Criteria for support to cultural organizations in the region, the eligible Organization will:

- have programming intrinsically linked to public facilities.
- have operating expenditures **greater than \$250,000**, and contribute to the social and economic prosperity of the Region by creating jobs, attracting visitors and stimulating creative thought and activity.
- uphold consistent professional standards and are recognized for achievements in cultural production and programming at national and international levels.
- demonstrate leadership by encouraging greater community participation through education and outreach, volunteerism, audience development, and collaborations with other organizations and businesses.

**Ineligible Applicants:**

- Individuals or for-profit organizations
- Municipal, regional, provincial or federal departments, branches, agencies, boards or commissions
- Health, social service, religious or sports organizations
- Trade guilds, trade unions or professional associations
- Private clubs or community centres
- Training Institutions and Universities

While the Region of Waterloo recognizes the important role that arts and cultural festivals, organizations and events play in fostering a sense of community, they are not eligible as Major Arts and Culture Organizations. Following a decision by Regional Council in June, 2000 (Report FIN-00-030) operating support for art galleries became an Area Municipal responsibility. **Art galleries do not receive operating funding through the Region’s grant budgets.**

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**How to apply/ What to include in your application:**

Please e-mail the following to [HChimirriRussell@regionofwaterloo.ca](mailto:HChimirriRussell@regionofwaterloo.ca)

1. 3 most recent approved audited financial statements
2. Most recent annual report
3. 1-page summary of your organization’s community impact
4. 1-page summary of key success in 2022 and key challenges anticipated for 2023
5. 1-page summary of how your organization meets the eligibility criteria

**How will my application be assessed?**

Funding awarded through this opportunity is calculated based on annual Operating expenses.

Each organization's annual operating revenues is divided by the sum of the operating revenues for all eligible organizations. This number is then multiplied by this funding opportunity's budget to determine each organization's funding allocation.

- The target grant amount is 10% of annual operating **revenues**
- Department staff evaluate applications according to eligibility criteria and prepare recommendations to Council

**When will I hear?**

Department staff will bring grant recommendations to Regional Council for approval in June 2023. All decisions are final.

**Conditions**

Funding provided through this process is intended to support Major Arts and Culture Organizations in pursuing ongoing operations and shall not be used for capital purposes including, but not restricted to, the purchase of land, major equipment, fixtures or physical facilities.

Ineligible expenses for Region of Waterloo operating funding include, but are not limited to:

- Amortization
- GST expenses
- Fundraising expenses
- Capital expenses
- Debt and other paper losses
- Alcohol

The Region of Waterloo or its authorized representative may examine your financial and other records to ensure funding was used for its intended purpose.

**Reporting****Your final report is due April 30, 2024**

You are required to complete and submit a final report that demonstrates how funds were used.

Please include:

- list of completed public activities aligned with your organization's most recent approved financial statements

- sample copies of promotional and publicity materials from the previous year, showing compliance with Region of Waterloo recognition requirements
- your organization's most recent approved financial statements with Balance Sheet, Statement of Revenue and Expenditures and Statement of Cash Flows

**Funding acknowledgement**

Your organization must credit the Region of Waterloo for financial support in any publicity prepared in relation to your organization's activities, including electronic or print material. Logos with terms of use will be provided upon successful grant notification.