



# Major Arts and Culture Organizations Grant Program

## Introduction and Purpose of this Funding

This grant program aims to support the vibrancy and resilience 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 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 guideline's 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 Grant Program was established by the Region of Waterloo Council on April 19, 2023.

## 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

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

Please upload the documents below to your Major Arts and Culture online application.

1. Three (3) most recent approved audited or review engagement 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 2024/2025 and key challenges anticipated for 2026
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 per cent 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. 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 30th.**

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

**Need assistance or have questions?**

Please contact Cultural Services Staff at [culturalservices@regionofwaterloo.ca](mailto:culturalservices@regionofwaterloo.ca).