



## INDIGENOUS ARTS PROJECTS 2018 Program Guidelines

**Application Deadlines: March 1 and September 17, 2018**

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TAC is committed to equity and inclusion. We welcome and encourage applications from all Toronto artists, arts organizations and artist collectives. Specific equity measures or targeted programs are in place to ensure full access and participation by Indigenous artists, artists of colour, artists who are Deaf, have disabilities or are living with mental illness, artists who self-identify as 2SLGBTQIAP, newcomer and refugee artists, young and emerging artists and artists working outside the downtown core. Learn more about what we are doing to make TAC more accessible and inclusive in our recently adopted [Equity Framework](#)

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### PURPOSE

Toronto Arts Council's Indigenous Arts Projects program is an annual multi-disciplinary project grant specifically for Indigenous artists, collectives and organizations. **For the purpose of this program, "Indigenous" is defined as a Canadian Aboriginal person who self-defines as First Nations (Status or Non-status), Métis, or Inuit<sup>1</sup>.** TAC recognizes that in the diverse mosaic of Toronto, Indigenous people are the original inhabitants of the City, which has great historical and cultural significance as a place for ceremony, gathering, trade, and exchange.

The program is designed to increase participation in and access to Toronto Arts Council funding by Indigenous artists, while increasing the creation and presentation of high-quality Indigenous art in the City.

### APPLICANT ELIGIBILITY

#### Individuals:

- Individuals must identify as Indigenous (Status or Non-Status First Nations, Métis, or Inuit)
- Individuals must have been a resident of the City of Toronto for at least one year prior to the deadline, and live and work in Toronto for at least 8 months a year. A Post Office Box address cannot be used to meet the residency requirement.
- Applicants who are pursuing a graduate degree may not apply for work related to their thesis. *Note:* A letter from the graduate program director confirming that the project is not related to the graduate student's thesis may be required. Please discuss with Grants Officer in advance.
- Individuals may receive one TAC Arts Discipline project grant, including Indigenous Arts Project grants, per calendar year. However, TAC offers other types of granting opportunities

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<sup>1</sup> As legally recognized in the Canadian Constitution Act, 1982.

through its Strategic Initiatives envelope, and you may be eligible to apply to one of these programs. Please consult TAC's website for other granting opportunities.

- Individuals must submit any outstanding final reports for previously-awarded TAC grants before applying to Indigenous Arts Projects.
- Artists must be professional. A professional artist is someone who has developed their skills through training and/or practice; is recognized as such by artists working in the same artistic tradition; actively practices his or her art; seeks payment for their work; and has a history of public presentation.
- TAC recognizes that due to systemic barriers within the broader arts community (e.g. limited mainstream presentation opportunities for artists from equity-seeking communities) that some flexibility may be required in interpreting eligibility criteria to take into account **equivalent** professional experience and contexts. Potential applicants from equity-seeking communities are encouraged to discuss their eligibility with the program officer in advance of submitting an application.

#### **Organizations or Collectives:**

- Organizations and collectives must be incorporated non-profit organizations or unincorporated collectives which operate on a non-profit basis;
- Organizations and collectives must be located in the City of Toronto. A Post Office Box address cannot be used to meet this requirement;
- Organizations and collectives may receive only one TAC Arts Discipline project grant, including Indigenous Arts Project grants, per calendar year. However, TAC offers other types of granting opportunities through its Strategic Initiatives envelope, and you may be eligible to apply to one of these programs. Please consult TAC's website for other granting opportunities.
- Organizations and collectives must submit any outstanding final reports for previously-awarded TAC grants before applying to Indigenous Arts Projects.

#### **Collectives are defined as:**

- Two or more artists working together under a group name, either on a single project (ad hoc) or on an ongoing basis;
- For collectives of two artists, both must be City of Toronto residents and Indigenous. For collectives of more than two artists, the majority of members must be City of Toronto residents and Indigenous.

#### **Organizations must be:**

- Artistically and financially controlled by an Indigenous person, as defined above;
- 51% majority of Indigenous members on Board of Directors;
- 51% majority of Indigenous members on Board Executive.

The following are not eligible to apply to this program:

- Non-Indigenous artists, organizations and collectives;
- Organizations and collectives that receive Operating funding from TAC;
- Undergraduate students.

If you have any questions about your eligibility, or the eligibility of your project, please contact Grants Officer Isidra Cruz: [isidra@torontoartscouncil.org](mailto:isidra@torontoartscouncil.org).

## **FUNDING CATEGORIES**

You may apply in one of three categories:

### **1. Creation:**

This category supports artistic creation in any artistic discipline, including research and development, film and media production, and commissions.

The maximum grant in this category is \$10,000.

Eligible expenses include:

- Fees paid to collaborators and creative resources;
- Fees for mentors and elders;
- Studio costs, materials and production elements that are essential to creation.

## **2. Exhibition, Presentation and Dissemination:**

This category supports the exhibition, presentation and dissemination of Indigenous artistic work in any artistic discipline.

The maximum grant in this category is \$15,000.

Eligible expenses include:

- Artistic, presentation, exhibition and administrative fees and costs, including installation, rehearsal, venue and production costs (not including film production).
- Dissemination costs including publicity, marketing and outreach.

## **3. Indigenous Arts Sector Development:**

This category supports projects that develop and advance the practice of Indigenous arts and Indigenous artists in Toronto. Projects can include:

- Workshops and conferences;
- Events designed to further develop or expand Indigenous arts practices;
- The development of toolkits and resources to support Indigenous arts practices.

Development projects must benefit a group of Indigenous arts professionals; individual professional development projects are not eligible. Individuals are not eligible applicants in this category; the applicant must be an organization or collective.

The maximum grant in this category is \$15,000.

Eligible expenses include:

- Artistic, production and administrative fees and costs, including venue, publicity, marketing and outreach.

### **PERIOD TO BE COVERED BY GRANT**

Toronto Arts Council does not fund retroactively. Projects that have been completed before the adjudication are not eligible. Projects dependent on TAC funding should take place after notification of grant results; i.e., applications submitted to the March deadline should be for projects taking place after June 1; applications submitted to the September deadline should be for projects taking place after December 1. Projects must be completed within two years of the date of your grant notification letter.

### **VALUE OF GRANT**

TAC will not fund 100% of a project, except in the **Creation** category. Applicants to the **Exhibition, Presentation and Dissemination and Indigenous Arts Sector Development** categories must indicate a range of revenue sources, which may include donated goods and services. Grants awarded may be less than the full amount requested.

### **Maximum Grants**

- Creation: \$10,000

- Exhibition, Presentation, Dissemination: \$15,000
- Indigenous Arts Sector Development: \$15,000

The following *expenses* are not eligible for any grant:

- Ongoing operating costs, such as permanent staff salaries and general administration of an organization;
- Costs related to equipment purchase, capital projects (such as building purchase or renovation), fundraising activities, deficit reduction, film and video production, publishing and archiving projects, awards and award ceremonies, projects conceived for the creation of a film or for competitive purposes, art therapy;
- Any activities taking place outside of the City of Toronto (such as touring, travel, etc.).

Toronto Arts Council does not fund retroactively. Projects that have been completed before the adjudication are not eligible. Projects dependent on TAC funding should take place after notification

### \*\*\*TAC Accessibility grant \*\*\*

Projects involving Deaf artists and artists with disabilities may apply for an additional TAC grant by completing the Accessibility Expenses section of the application and including the requisite information in their budget. A TAC Accessibility grant will provide up to a maximum of \$5,000 towards accessibility costs for artists incurred during the project. Accessibility costs include but are not limited to: ASL interpretation, audio description, closed captioning, communications assistants, and attendant care.

### APPLICATION PROCESS

Applicants are required to register and submit the application, including the required support material, on *TAC Grants Online* (<https://tac.smartsimple.ca>). **Applications must be submitted no later than 11:59 pm on the deadline dates.** TAC does not accept applications by any other means of delivery. You will receive a confirmation email when your application is submitted. Check your spam/junk mail folder if it doesn't arrive in your in-box.

### SUPPORT MATERIAL

Audio-visual support material is essential to applications in the ***Creation*** and ***Exhibition, Presentation, Dissemination*** categories and must be submitted. Applicants in the ***Indigenous Arts Sector Development*** categories should contact the Grants Officer to determine what, if any, support material is necessary.

Audio-visual support material is submitted in the form of still images, video and/or audio files. You can upload digital files or providing a link to an external website where your work has already been uploaded (e.g. Vimeo, YouTube, a personal website, etc.). Maximum file size for upload is 200 MB. Accepted file formats are: jpeg or jpg for digital images and aac, mp3, wav, wma for audio files.

Print support material may also be submitted and must be uploaded in PDF format. When working with a mentor, an organization or team members, letters of support are essential for the assessment process.

### ASSESSMENT PROCESS

Grants are awarded on a competitive basis by a jury of peers from the Indigenous arts community. Jurors are selected on the basis of their familiarity with a broad spectrum of Indigenous arts practices, specialized expertise, fair-mindedness, gender diversity, as well as emerging, mid-career and established artists.

The jury assesses projects in each category according to the following criteria:

- **All categories:**
  - Artistic merit
  - Contribution of the project to the development of the applicant
  - Ability of the applicant and participants to carry out the project
  - Financial viability
  
- **Exhibition, Presentation, Dissemination and Indigenous Arts Sector Development categories only:**
  - Artistic merit
  - Contribution of the project to the development of Indigenous arts in Toronto
  - Public impact, including the quality and effectiveness of the publicity, marketing, outreach and/or audience development strategies
  - Financial viability

Included in the **Equity Framework** is an **Equity Priority Policy**, which states that if there are multiple well-assessed applications of equal merit in an adjudication round but insufficient funds in the grants budget to support all deserving candidates, applications proposed by applicants that self-identify as belonging to one of Toronto Arts Council's equity priority groups or that primarily involve or serve artists from these groups will be prioritized.

### **NOTIFICATION**

Applicants will be notified by email when the results are available, and will be able to log in to *TAC Grants Online* to receive their results. Notification will be received within four months of the deadline date.

### **CONDITIONS OF FUNDING**

Grant recipients will be required to sign a Letter of Understanding that details the terms and conditions of their grant. The Letter of Understanding will be made available when you receive your grant results. Grant payment will not be released until the signed Letter of Understanding has been uploaded to TAC Grants Online.

Grant recipients must include visual acknowledgement of TAC support in all promotional materials, advertising and programs related to the project being funded. The TAC logo is available on our website; specifications for the size and placement of the logo should be commensurate with that of other donors or sponsors that have provided similar financial support. In lieu of the logo, the recipient may use the phrase "produced with the support of the City of Toronto through Toronto Arts Council."

Grants may only be used for the purposes outlined in the application. Material changes to the nature or scope of the project must be reported promptly to TAC. In such cases, TAC may require full or partial repayment of the grant. Changes to project dates must be reported to your grants officer. **All projects must be completed within two years of the date of your grant notification.**

Grant recipients are required to file an artistic and financial report at the end of the project. The due date for the final report will be included in the grant notification letter. Failure to submit the report will disqualify the applicant from submitting future TAC applications or receiving further funding. TAC may also request repayment of the grant.

TAC staff attends client performances and events. Grant recipients are required to send TAC information on any public performances or events presented in the context of their grant-supported projects. This information should be emailed to the Grants Officer.

In addition to the aforementioned general conditions of funding, TAC reserves the right to place other conditions on the release of the grant (such as confirmation of venue, programming, other sources of funding, etc.). Any specific conditions will be contained in the Letter of Understanding.

## **CITY OF TORONTO ANTI-RACISM, ACCESS AND EQUITY POLICY**

The City of Toronto requires that all organizations and individuals adopt a policy of non-discrimination as a condition of receiving a grant or other support from the City.

All successful applicants will be required to submit a signed Declaration of Compliance with Anti-Harassment/Discrimination Legislation and City Policy.

A copy of the following City documents can be downloaded from TAC's website, [www.torontoartscouncil.org](http://www.torontoartscouncil.org): *Anti-Racism, Access and Equity Policy Guidelines, Hate Activity Policy and Procedures* and *Human Rights and Harassment Policy and Procedures*.

### **REPAYMENT OF GRANT**

The grant must, on the request of TAC, be repaid, in whole or in part, to TAC, if the grant recipient:

- breaches any of the terms and conditions of the grant
- knowingly provides false information in the grant application
- uses the grant for purposes not approved by TAC
- breaches any of the provisions of the Ontario Human Rights Code in its operations
- ceases operating prior to completion of the project
- ceases to operate as a non-profit organization or collective prior to completion of the project
- winds up or dissolves prior to completion of the project
- merges or amalgamates with any other party prior to completion of the project
- commences or has commenced against it any proceedings in bankruptcy, or is adjudged a bankrupt, prior to completion of the project

### **FURTHER INFORMATION**

For further information on this program, contact Grants Officer Isidra Cruz at:

[isidra@torontoartscouncil.org](mailto:isidra@torontoartscouncil.org), 416-392-6802 x 223