



ANIMATING HISTORIC SITES

2019 Program Guidelines

Application deadline June 17, 2019 for activity taking place in 2020

TAC is committed to equity and inclusion and welcomes applications from diverse cultural and geographic communities within the City of Toronto. 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](#)

PURPOSE

Toronto Arts Council is partnering with City of Toronto Museums & Heritage Services and Evergreen Brick Works on an initiative intended to create opportunities for Toronto artists to animate selected historic sites within the City of Toronto located outside of the downtown core. The goals of the program are to serve as a catalyst for people to see and think about historic places differently, and to provide alternative methods of historic interpretation. This program envisions historic sites as “living museums” - vital public spaces of social interaction, where the past provides creative context for the future.

The *Animating Historic Sites* program provides funding to professional artists, arts organizations and collectives working in any artistic discipline to plan or create and deliver free site-specific programming that responds to or interprets the selected sites. This grant may cover up to 100% of project costs.

ELIGIBILITY

This program is open to professional, independent artists, curators, producers and presenters and the applicants may be individual artists or not-for-profit arts organizations or collectives. Experience working with local communities is an asset. Payment of artists’ fees is a requirement.

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 their art; seeks payment for their work; and has a history of public presentation.

You may not apply as an individual and be part of an organization or collective applying in the same competition.

You may not apply as an individual or as part of an organization if you are employed (full or part time) by City of Toronto Museum Services or Evergreen.

TAC has two distinct funding envelopes:

1. Arts Discipline funding (e.g. discipline-specific project grants and operating grants) and
2. Strategic funding (e.g. Artists in the Library, Open Door, etc.). **Applicants are eligible to receive only one grant from each funding envelope per calendar year.** Applications to the Animating Historic Sites program fall within the Strategic Funding envelope. Any other Strategic Program grants must be complete with a final report filed and approved to meet eligibility criteria. (*Please note: Newcomer and Refugee Artist Mentorship grants do not fall under the category of Strategic funding)

Eligibility criteria specific to Individuals

If the applicant is an individual artist, the following eligibility criteria apply:

- Individuals must be Canadian Citizens or Permanent Residents or have an application pending for Permanent Resident Status or be a Protected Person (approved refugee claimant). If requested, you must be able to provide documentation to verify this.
- 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.
- Undergraduate students are not eligible to apply to this program.
- Professional artists pursuing graduate studies may not apply for work related to their program of study. A letter from the graduate program director specifying that the project is not related to the graduate student's program of studies must be submitted with the application.
- 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.

Eligibility criteria specific to Organizations and Collectives:

If the applicant is an organization or a collective, the following eligibility criteria apply:

- Organizations and collectives must be incorporated non-profit arts organizations or unincorporated arts collectives which operate on a non-profit basis. A collective is 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. For collectives of more than two artists, the majority of members must be City of Toronto residents.
- Organizations and collectives must be located in the City of Toronto. A Post Office Box address cannot be used to meet this requirement.

Applicants may apply in one of two categories.

1. EXPLORATION:

This category provides the opportunity to undertake **exploratory research** at one of the selected historic sites. Grant recipients will have the opportunity to conduct research, investigate the site, explore its surrounding landscape and research the local community (see Appendices A and B for site descriptions). Exploration grants are intended to provide the opportunity for applicants to plan and develop a site-specific project, collaboration or intervention for next year's application process.

Maximum grant in this category is \$5,000.

2. PROGRAMMING:

This category provides the opportunity **to create and deliver free site-specific programming** at one of the selected sites. Programming may include exhibitions, installations, performances, community-engaged arts activities and other artistic programming. Permanent exhibitions or installations may be possible, depending on the site. However, time-based exhibitions, performances, and live works will be more suitable for most sites. **For City museum site information please read Appendix A and contact the site representative for more information and to discuss your proposed project. Applicants to Evergreen Brick Works will be required to attend one of two information sessions in May of 2019 (dates and times TBA in April – visit TAC’s website for details). See Appendix B for site details.**

Maximum grant in this category is \$30,000. **Administrative costs may not exceed 10% of total budget.**

*****NEW *****

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.

SCHEDULING AND DURATION OF PROJECT

All projects must be completed in the 2020 calendar year.

- **Exploration:** Scheduling research time to access the historic site, its records and resources may be arranged with site staff. Artists who wish to share some aspects of their research through an exhibition, reading, demonstration or performance may arrange a date and space with the site staff (subject to availability – not required).
- **Programming:** Duration of programming will depend on the scale of the proposed activities and the capacity of the site. A creation and presentation schedule will need to be developed in consultation with the site staff. Scheduling options will vary site-by-site. **All programming must be free and open to the public.**

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 date.** 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.

APPLICATION ACCESSIBILITY SUPPORT FOR DEAF PERSONS OR PERSONS WITH DISABILITIES

Applicants who are Deaf or have a disability and need support to complete their grant applications can apply for funds to cover the costs of assistance from **Application Support Service Providers. Up to \$500 is available per eligible applicant in each calendar year.** Please contact your Grant Program Manager at least six weeks before the grant program deadline to determine eligibility, request application support funding, and to review the process for payment to be made to your Service Provider. Requests for application support require approval from the Grant Program Manager. For additional information please visit the TAC website > Grant Programs > Application Accessibility Support.

PRE-SUBMISSION REQUIREMENTS

New applicants to the program are required to **speak with the Program Manager prior to submitting an application.**

Applicants for City museums are required to visit their proposed site, and discuss their project with designated site staff prior to submitting their application in order to confirm project eligibility and site feasibility. Contact information for each of the designated historic sites can be found in Appendix A of these guidelines.

Applicants to Evergreen Brick Works are required to attend one of two information sessions to be held in May, 2019 (dates and times TBA) at Evergreen Brick Works. Evergreen Brick Works information sessions will be announced in April 2019 and held in May at the Brick Works.

Please visit the TAC website for details on all information sessions. A schedule of all grant information sessions and workshops will be posted on the TAC Animating Historic Sites web page by April, 2019.

SUPPORT MATERIAL

For the assessment process, support material is a critical component of the application. All applicants for Programming grants are required to submit examples of the artist's recent work that are relevant to the project.

Audio-visual support material must be submitted by providing a link to an external website where your work has already been uploaded, such as Vimeo, YouTube, your personal website, etc. Please provide the password or any other instructions required to access the file. Be sure to keep any links available until you receive your notification letter, i.e. do not change the password or permissions for the link.

Visual support material should be uploaded using JPEG or JPG file formats. The maximum file size is 2 MB. File resolution required for projection is between 72 and 150 DPI (or saved for "screen/monitor").

Audio support material should be uploaded using audio files, the **maximum file size is 200 MB** and files are accepted in the following formats: AAC, MP3, and WMA. Be sure to allow sufficient time to upload support material to your application – do not wait to the last minute/hour of the submission deadline date.

Printed support material must be uploaded in PDF format.

All applicants submitting audio/visual support material must complete the appropriate information included in this application package.

ASSESSMENT PROCESS

Grants are awarded on a competitive basis by a jury of practicing artists and representatives from partnering institutions. Jurors are selected on the basis of their familiarity with, and specialized expertise in, a broad spectrum of artistic styles/practices and their direct experience in the Toronto arts community. Juries are composed to ensure fair representation of gender and cultural diversity, as well.

The jury assesses proposals according to the following criteria:

- Artistic merit.
- Extent to which the proposed project responds to or interprets the selected site.
- Quality of experience the proposed activity will provide to site visitors and to the local community.
- Demonstrated ability of the applicant to carry out the project as outlined.
- Financial viability of the project, including adequate payment of artist fees (for Programming grants only).

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. Projects that involve local artists (or are proposed by artists with strong existing ties with the local community) are prioritized in TAC space-based programs.

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 three months of the deadline date.

Results are not released over the telephone.

APPEALS

An appeals process is not available to applicants. The principal assessment criterion in this program is artistic merit, which is relative and may vary in a different competition adjudicated by a different jury. If you are unsuccessful, you may apply again to the next deadline.

Jury deliberations are confidential and there will be no disclosure of jury proceedings or comments made during the adjudication.

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 documents can be downloaded from TAC's website: Anti-Racism, Access and Equity Policy Guidelines, Hate Activity Policy and Procedures and Human Rights and Harassment Policy and Procedures.

CONDITIONS OF FUNDING

Successful applicants will be required to sign a **Letter of Understanding** with TAC that details the terms and conditions of their grant and a **Letter of Agreement** with either Toronto Museum & Heritage Services or Evergreen Brick Works. The Letter of Agreement is to be signed in duplicate and one copy returned to the partnering institution, one copy is retained by the grant recipient. Any additional conditions must also be fulfilled before you receive your grant payment.

*****NEW - DIRECT-DEPOSIT PAYMENT ***** Toronto Arts Council has moved to electronic payments. If your application is approved, you will be required to enter the bank account information of the grant recipient that corresponds to the Applicant Name on your Notification Letter. Bank information is submitted along with your Letter of Understanding and other Notification Letter Requirements.

Each of the partnering institutions has specific insurance requirements that the successful applicants must meet. **Grant recipients will be required to secure, maintain and provide a Certificate of Insurance showing third party liability insurance and designating the partnering institution as an additional insured.** Details are in the application appendices.

The host site reserves the right to limit the in-kind services and resources (i.e.: space and staffing) it will provide for the project. Additional staffing costs may apply. All projects must be free and open to the public. If ticketing is required due to limited audience capacity at City Museum and Heritage Services sites, ticketing will be managed by the museum and will be free and open to the public. Grant recipients must acknowledge the support of TAC and City Museum Services or Evergreen Brick Works in all printed materials and publicity related to the project.

Grant recipients will be required to attend an **Animating Historic Sites Orientation Session** in January 2020 (date TBA).

Grants may only be used for the purposes outlined in the application. All projects must be completed within dates specified in your grant notification letter. Programming must be free and open to the public.

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 e-mailed to the Strategic Program Manager. Recipients may also be asked to provide information to the TAC Communications Manager.

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 with the application results. 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.

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
- breaches any terms and conditions set out in the Letter of Agreement with the historic site
- 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 Strategic Programs Manager **Erika Hennebury** at:

Toronto Arts Council

200-26 Grand Trunk Crescent

Toronto, ON M5J 3A9

416-392-6802 ext. 219

erika@torontoartscouncil.org

APPENDIX A - City of Toronto's History Museums

GENERAL INFORMATION:

The Toronto History Museums are a collective of 10 museums owned and operated by the City of Toronto. Located throughout the city - from Etobicoke east to Scarborough and from North York south to Lake Ontario - each of the ten museums interprets a specific time period in the past 200 years of Toronto's history. Through special interest talks, historic house tours, educational programs, unique experiences, and compelling exhibitions, the Toronto History Museums bring Toronto's history to life for tourists and local residents alike!

We invite all applicants to review the below information for inspiration and consideration when developing project proposals. **Please book a visit with the museum Curator to discuss your proposal concepts prior to submitting your applications.**

Eligible sites: Gibson House, Historic Zion Schoolhouse, Montgomery's Inn, Scarborough Museum, Spadina Museum: Historic House and Gardens, and Todmorden Mills.

TORONTO HISTORY MUSEUMS PROGRAMMING INFORMATION

Existing Programming

The Toronto History Museums are busy and vibrant community spaces that cumulatively attract approximately 350,000 visitors annually through varied programs and uses. High season is typically May through December with the expectation that both the outdoor grounds and indoor spaces will be animated through programs, clients and partners at various times. Museum staff are committed to working closely with artists to ensure that both project needs and site operational needs are met. Artists must discuss their proposed projects with the museums' Curators prior to submitting their proposals.

Typical museum programming may include:

- Daily general public tours of the museums both indoors and outdoors
- Daily school programs both indoors and outdoors
- Public programs and special events both indoors and outdoors
- Children's camp programs with dedicated spaces both indoors and outdoors for PA Days, March Break, and Monday through Friday throughout the summer
- Youth and public programs on Thursday evenings at specific museums
- Farmer's Market program indoors or outdoors
- Commercial photography and filming both indoors and outdoors
- Large-scale special events with partners occurring at various times of the year both indoors and outdoors
- Pre-booked community theatre performances and community artist exhibitions
- Weddings and other rentals both indoors and outdoors. Peak outdoor wedding season runs from June to September and is most frequent on the Spadina Museum grounds

ARTIST CONSIDERATIONS

Sustainable Principles

We highly encourage artists to consider the environment and ways they can promote or support sustainability within their project. From incorporating up-cycled, sustainably-sourced or salvaged materials, to using energy-efficient fabrication methods, to using only natural light in a performance, we encourage artists to use their creativity to program more sustainably while maintaining their level of artistic quality.

Space Usage

Please note that access to the City of Toronto History Museum spaces will be subject to scheduling considerations to accommodate existing programs and third party events. Please take the following into consideration when formulating your proposal:

- **Indoor spaces** have limited availability and capacity based on room size, season and activities onsite, including a winter Farmer's Market, camps and tours

- **Outdoor space** may be limited based on season, location and activities onsite, including previously booked programs outlined above. Outdoor noise restrictions, including the prohibition of amplified sound, apply to some sites. Other outdoor restrictions may apply. The grounds of some sites may be accessed by the public after hours.
- **Storage space** is extremely limited and cannot be guaranteed. If your work requires storage, please speak with us.
- **Public space** is utilized by a range of visitors, partners, and staff throughout the year. Art interventions must take into account the usage of the space they occupy and be considerate of the needs and expectations of the occupiers.
- **Heritage Buildings and artifact collection.** No artwork, performance or installation can endanger building or heritage elements, the natural environment or ecosystem.

Additional Costs

After-hours use of space, rehearsal spaces, etc. are additional costs that are the responsibility of the artist. AV, event set-up, refreshments, etc. must all be discussed with museum staff in advance. Installations requiring daily activation (on & off) by museum staff may be subject to a charge of \$25/day. We encourage the use of approved appliance timers. Additional supervision or requirements of the artist will be subject to additional fees.

Productions & Opening events

Art openings and productions at the museums are intimate and unplugged. Museum staff can consult with artists to discuss the best options based on your vision and budget.

Features subject to fees include:

- Opening event set-up, tear down and cleaning
- Event security
- Furniture rentals
- Table linens
- Staff supervision
- Additional museum staff (to be determined with Curator if this is required)

General Insurance Requirements (all sites):

Grant recipients will be required to secure, maintain and provide a Certificate of Insurance to City of Toronto Museum Services, showing comprehensive general liability insurance coverage with a \$2 million minimum limit of liability, adding the City of Toronto as additional insured.

TORONTO HISTORY MUSEUMS LOCATIONS

Gibson House (North York)

Gibson House Museum is located in the cultural heart of North York, just steps away from Mel Lastman Square, the North York Centre Library and the Toronto Centre for the Arts. Through the themes of making a home and building community, the Gibson House builds on its immersive experience of a 19th century rural household and the legacy of David Gibson – surveyor, farmer and political reformer – to be a hub for the exploration of urban development issues and domestic arts. The museum site features a heritage vegetable garden and includes an exhibition gallery, meeting space and modern kitchen facilities in addition to the historic Gibson family home. The adjacent Gibson Park extends the museum's promotion of local heritage with the public art installation *100 Chains* by Stephen Cruise and the Gibson Heritage Mural.

Historical significance

The Gibson House Museum, a two-storey red brick Georgian Revival farmhouse located on land that was acquired by the Gibson family in 1829, reflects the prominent status of the Gibson family within the local community. The wood frame house David and Eliza Gibson lived in until 1837, was burned to the ground by the militia because of David's role in the Upper Canada Rebellion, forcing the family to flee to the United States. The building that now stands was constructed in 1851 after David was pardoned and the family returned to Willowdale. David and Eliza's son, Peter Silas Gibson took over the family home and lived here with his family until 1916. Gibson House is one of a small number of 19th century rural farmhouses that

survived the city's expansion and urban development of North York in the 20th century.

Contact: Elizabeth Nelson-Raffaele, Elizabeth.Nelson-Raffaele@toronto.ca , 416-395-7432

Historic Zion Schoolhouse (North York)

Zion Schoolhouse, located on Finch Avenue, east of Leslie and minutes from Highway 404, focuses on interpreting life in a one-room schoolhouse circa 1910. Used primarily by school groups, the site hosts a number of public special events and is available as a venue for weddings and birthday parties. The high-ceilinged and naturally-lit interior lends itself well to musical and dramatic performances as well as visual art exhibitions. There is a large outdoor area surrounding the schoolhouse for outdoor programming and the administrative building on site provides modern kitchen facilities and public washrooms.

Historical significance

The Historic Zion Schoolhouse was built in 1869 by the citizens of the surrounding farming community of L'Amaroux. It is the last unaltered one-room schoolhouse in North York and represents an important stage in Upper Canada's educational history. The Schoolhouse follows a standard architectural plan and retains many of its original external features. The school closed in 1955 and after a period of abandonment, the building was restored and reopened as a heritage site in 1986.

Contact: Elizabeth Nelson-Raffaele, Elizabeth.Nelson-Raffaele@toronto.ca , 416-395-7432

Montgomery's Inn (Etobicoke)

Montgomery's Inn is building on its historic legacy as a 19th century hotel/tavern. In 2017-18 it underwent a major renovation to improve the site's entrance and accessibility. The Inn, which is bordered by park land, hosts a weekly Farmers Market and outdoor bake oven. The heart of the community is the part of Dundas Street West that services as the historic main street of the former Islington Village. A predominantly single-family home established residential area to the north contrasts with a huge high-rise development densely populated with new Canadians to the south.

Historic significance

Constructed in stages in the 1830s for the Irish immigrant Thomas Montgomery and his wife, Margaret (née Dawson), the Inn operated as a hotel, tavern, and family residence during Thomas' lifetime, and was subsequently used as a farmhouse, church, and a community hall until the mid-twentieth century. The Inn was an important stopping place for travelers and local patrons, providing food, drink, goods, overnight lodgings, and space for public events and meetings. Montgomery's Inn was once part of a larger property, traces of which survive on the modern landscape. The site comprises an extensive archaeological record that includes artefacts discovered during excavations in the twentieth century, and remnants of outbuildings, such as the barn and drive shed, that were removed by previous occupants.

Contact: Ken Purvis, Site Coordinator, kpurvis@toronto.ca, 416-394-8106; and Alexandra Kim, Alexandra.kim@toronto.ca 416-394-8112

Scarborough Museum (Scarborough)

Located in Toronto's inner suburbs, the Scarborough Museum is recognized nationally as a leader in youth and newcomer engagement. The Scarborough program recruits youth from local high schools to participate in museum programs such as day camps, live dramatic performances, photography projects, and oral histories.

Historic significance

Scarborough Museum was established in the hamlet of Bendale, part of the historic Thomson Settlement. This was the first permanent settlement in the township, and is recognized as a culturally significant district by the Ontario Heritage Trust. Located within a significant natural landscape, the area has attracted many human populations over time, including nomadic native groups who inhabited the area centuries before the arrival of European settlers. The Museum is located near the historic Highland Creek, and is also close to two notable Aboriginal archaeological sites: The Iroquoian (Haudenosaunee) Village at Birkdale Ravine to the west, and Tabor Hill Ossuary to the east.

Scarborough Museums welcomes open air summer programming from any arts discipline.

Contact: Elaine Kemp, Elaine.Kemp@toronto.ca , 416-397-7630

Spadina Museum: Historic House & Gardens (Midtown)

Spadina Museum interprets 1920s and 1930s Toronto through the lens of one family's experiences. This inter-war period was a time of great change in technology, society and the roles of women, and transformative global events like the First World War and the Great Depression.

Located on 6 acres in midtown Toronto, *Spadina's* grounds with beautiful gardens and historic trees are a popular destination for painters, photographers, and plant lovers. A self-guided landscape tour highlights the natural and human heritage of this property and area located on the Davenport escarpment.

Historical significance

Named for an Ojibwa word for hill or rise of land, the first *Spadina* was built by the Baldwin family in 1818. When James Austin acquired the property in 1866, the second Baldwin *Spadina* was demolished, leaving the foundation to be incorporated into the Austin *Spadina*. This house was renovated and enlarged by the second generation of Austins, who added a north addition in 1898 and a 3rd floor in 1912/1913. The property also contains an earlier Baldwin structure, formerly the stable and gardener's cottage; a working greenhouse; and a garage which also housed the chauffeur and his family. The Austin family members were involved with Consumer's Gas, the Dominion Bank, and many cultural and social organizations including The Canadian Women's Art Association of Toronto, The Toronto Symphony Orchestra, and the Lambton Golf and Country Club.

Spadina Museum has a number of possible indoor programming spaces and features a large grounds, garden, and a beautiful surrounding landscape for open air programming. Availability may be limited due to commercial bookings, so please discuss your project with us before you begin your application.

Contact: Karen Edwards, Karen.Edwards@toronto.ca, 416-392-6910 ext 303

Todmorden Mills (Don Valley)

Todmorden Mills Heritage Site is the physical and interpretive gateway into the Lower Don Valley. Its programs form a key intersection between the arts, history and the natural world – a place to explore the interplay between nature and culture in the Don over the past 11,000 years. The site reveals the impact of industrialization and transportation on the valley and its river, as well as the importance of the valley floor as a place of settlement and work; it also speaks to ongoing community efforts to preserve heritage, restore nature and celebrate the valley.

Historical significance

The site consists of four *in situ* nineteenth-century buildings, including two residences, part of a brewery, and a paper mill that was renovated in the late twentieth century to accommodate a theatre and gallery. Additional site features include the historic Don River bridge, the brick road, the wildflower preserve, and a parking lot that was previously the site of a German prisoner-of-war camp during World War II.

Todmorden Mills is located near the Don River Valley, and features ample natural space, including a wildflower preserve. We welcome projects that engage with the land and surrounding landscape. Areas may be designated for land art projects, permanent outdoor installations, or other permanent or temporary works. We welcome applications by Indigenous artists, in particular.

Contact: Ulana Baluk, Ulana.Baluk@toronto.ca, 416-396-2820

APPENDIX B – Evergreen Brick Works (EBW)

GENERAL INFORMATION:

Transformed from the deteriorating heritage buildings of the historic Don Valley Brick Works factory into a global showcase for green design and urban sustainability, Evergreen Brick Works has emerged as an internationally-recognized cultural and ecological destination. Here, residents and visitors can experience the confluence of Nature, Culture and Community through interactive workshops and community festivals, as well as a full suite of programs combining ecology, design, the arts and technology in a hands-on, multi-sensory educational experience.

Evergreen Brick Works is one of the primary public destinations within the Lower Don Valley, and acts as a gateway and interpretive centre for this vast, connected 200-hectare landscape, spanning from Pottery Road south to Corktown Common at the mouth of Lake Ontario. As Evergreen and our partners work towards realizing the vision of the [Don River Valley Park](#), the Brick Works will continue to play a crucial role in restoring the natural environment, building connections to the Valley, improving access for all, and generating cultural activity. A contemporary arts program is also in progress, in association with EBW and the DRVP.

EVERGREEN BRICK WORKS PROGRAMMING

Evergreen is proud to provide a rich tapestry of diverse and engaging year-round public programming. Collaboration between TAC artists and Evergreen Brick Works programming must be discussed with the relevant program leads before proposals are submitted. To arrange this please contact the Art & Exhibits Coordinator.

Saturday Farmers' Market

Evergreen's Farmers' Market is the longest-running program at the Brick Works, having commenced in 2007. It runs year-round and offers a wide variety of local and seasonal food, with the goal of creating a food system that is ecologically and economically sustainable. The market itself is always bustling, and the summer market in particular is a great space for artists interested in sustainable food systems to leverage an engaged audience.

Sunday Artisan Market

The Sunday Market runs in the summer months and has a more relaxed and laid-back feel, with focus on local makers and artisans. This is a newly-developed market experience for Evergreen, and has lots of space for experimenting with arts intersections.

Festivals and celebrations

EBW plays host to multiple festivals and celebrations throughout the year, and seasonal partnered events such as Winter Village and Summer Wednesdays. For more information on specific festivals and celebrations, please visit our website (evergreen.ca) or attend our information session.

Active Living

Active Living includes a busy year-round calendar of skating, biking, guided walks, yoga and hikes, and encourages people of all abilities with lessons in skating, biking and bike repairs. Programming takes place in the Don River Valley Park and beyond, offering pop-up DIY sessions, lessons and activations for communities around the city. If you're inspired by having an active lifestyle that connects with the world around you, this program would be a great place to start.

Children's Camp and Clubs

Children and youth programs are broad and varied, encompassing day camps, kids' clubs, a homeschool program, weekend nature play and youth events. All children's programs are based on the principles of hands-on, active and mobile activities that support learning through creativity and direct contact with nature for an integrated, place-based experience. Children's programs utilize many locations within the immediate valley, but are all grounded in the Children's Garden on-site. If you're interested in arts that engage children, this is where it happens.

Urban Agriculture and Food growing

EBW contains an innovative mixture of food growing infrastructure (greenhouse, raised beds, etc.) and methods, which are used for teaching onsite and help to supplement food access during some programs. This program supports seeds-sharing, Evergreen's native plant database and Indigenous plant knowledge.

EVERGREEN BRICK WORKS LOCATIONS:

Centre for Green Cities & Green Infrastructure

A unique feature on site, the Centre for Green Cities is a LEED® Platinum Certified building. Green infrastructure onsite includes water cisterns, porous pavement, compost systems, waterless urinals and reclaimed water for flushing toilets, green roofs, solar power and Bullfrog© sustainable energy, among others.

Future Cities Centre

Since 2017, the 53,000-square-foot kiln building at Evergreen Brick Works is undergoing heritage renovations to create a space for thought leaders and citizen city builders to collaborate in building sustainable cities with a focus on driving change for future low carbon cities across the country.

Evergreen Garden Market

This unique store is an exciting blend of general store, contemporary gift shop and sustainable garden market, all in one place. Year-round this includes food products by small-batch producers and artisans, and beautiful gifts by artists and crafts people. Seasonally, the garden centre contains Toronto's widest selection of Ontario native flowers, plants and trees, with an astounding quantity and variety of festive trees and wreaths in December.

ARTIST CONSIDERATIONS

Sustainable Principles

As a space used to showcase our national sustainability initiatives, we highly encourage artists to consider the environment and ways they can promote or support sustainability within their project. From incorporating up-cycled, sustainably-sourced or salvaged materials, to using energy-efficient fabrication methods, to using only natural light in a performance, we encourage artists to use their creativity to program more sustainably while maintaining their level of artistic quality.

Space Usage

Please note that access to public Evergreen spaces will be subject to scheduling considerations to accommodate existing programs and third party events.

- **Indoor spaces** have limited availability based on season and activities onsite, including the winter Saturday Farmers Market.
- **Outdoor space** is limited to the industrial pad (the land on which the Brick Works buildings sit) and does not include the adjacent parklands (Don River Valley Park and Don Valley Brick Works Park).
- **Storage space** is extremely limited. If your work requires storage, please take this into consideration when formulating your proposal.
- **Public space** is utilized by a variety of visitors, tenants and staff. Art interventions must take into account the usage of the space they occupy, and be considerate of the needs and expectations of the occupiers.
- **Heritage Buildings.** No artwork, performance or installation can endanger building or heritage elements, the natural environment or ecosystem.

Additional Costs

After-hours use of space, rehearsal spaces, etc. are additional costs that are the responsibility of the artist. AV, event set-up, refreshments, etc. must all be discussed with Evergreen staff in advance, in order to connect with approved suppliers and factor in costs before the grant application is made.

Installations requiring daily activation (on & off) by Evergreen staff will be subject to a charge of \$25 / day. We encourage the use of approved appliance timers. Additional supervision or requirements of the artist will be subject to additional fees.

Productions & Opening events

Art openings and productions are scalable at our site from an intimate, unplugged artist talk to a professionally staged performance in our unique venues (and everything in between). Evergreen staff can consult with artists to discuss the best options based on your vision and budget.

Features subject to fees include:

- Event set-up, tear down and cleaning
- Event security
- Easels, rentals, and décor (including water glasses and dispensers)
- Table linens & draping
- Weekend or prime dates (pending availability)
- Catering (please see catering section for more info)

Catering

Café Belong is the resident Café on site, and Evergreen's approved supplier for catering needs. Quotes for catering are available.

Flooding

Evergreen Brick Works is located within a flood plain on the Don River. There is always a likelihood of both nuisance and severe flooding on the premises. Evergreen requires all artists programming or exhibiting onsite to create a basic flood mitigation plan in collaboration with staff in advance of their activities.

Any damage or cost associated with evacuations and/or flood events to equipment, installations, systems, facilities and all other goods and work is the responsibility and sole risk of the artist, and not Evergreen, TRCA or the City.

Insurance Requirements

All grant recipients are required to provide their own Commercial General Liability Insurance and are encouraged to also insure any artworks/belongings/events associated with their project while onsite. CGL should provide coverage against all claims for personal injury, bodily injury, including injury resulting in death, and property damage with an inclusive limit of not less than \$2 million (CAD) per occurrence. The policy should name Evergreen and Evergreen employees as additional insured with a copy forwarded in advance of the project activities onsite.

Evergreen Contact:

Hannah Kemp / Program Coordinator, Arts, Interpretation & Exhibits / 416 596 1495 ext. 278