

## Annual Grant Eligibility Guidelines for Arts Councils

Arts Councils have to meet the following established set of criteria in order to be eligible to receive annual grant funding from the Cowichan Valley Regional District:

- a) Be a non-profit society with demonstrated financial need.
- b) Be recognized as an arts council by the BC Arts Council.
- c) Be a resource, collaborate, partner, and/or assist with other arts and culture organizations within the sub-region.
- d) Demonstrate a range of membership and/or audience base that is representative of the sub-region or beyond.
- e) Grant funding from the CVRD must be spent on enriching the community through arts programming, arts events, arts festivals, and community arts projects.
- f) Funding cannot be used for staffing, infrastructure projects, or be distributed to a third-party organization or business.
- g) Grant funding cannot be spent on rent or to furnish a building not owned by the arts council.
- h) Grant funding cannot be distributed to any individual, whether paid staff or volunteer.
- i) Program at least three (3) different artistic genres (of visual arts, music, performing arts, multi-media, literary, other) per year.
- j) Provide at least one event free to the public quarterly.
- k) Provide or partner on provide a youth mentorship program or other arts opportunities.
- l) Partner on arts programming with schools, if the need is not met in the sub-region by other organizations.
- m) Program exhibitions and/or performances which include professional artists.
- n) Program exhibitions and/or performances with community groups or social organizations.
- o) Program or partner on public art installations, or community art projects, if the need is not met in the sub-region by other organizations.
- p) Meet with other arts councils in the region, and the CVRD's Arts and Culture Division at least quarterly or at the Arts and Culture Division's request.
- q) Collaborate with other arts councils on projects, events, and/or programs, as required.

- r) Collaborate with the CVRD's Arts and Culture Division on regional initiatives, cultural planning, and other projects, as requested.
- s) Manage and operate a permanent exhibition and/or performance space for the arts (not required).
- t) Submit an annual Final Report with financial statements outlining where regional funding was spent and how events and programming fulfilled their stated mandate. Final report and financial statements must be submitted on or before March 31, 2021.
- u) Submit Programming Plans for upcoming year along with proposed budget for how new grant funding will be spent. Deadline for submission is on or before March 31, 2021.