



## Indigenous Arts Program

### GUIDELINES: Organizations and Collectives

#### COVID-19 Program Information

The health and safety of everyone involved in FPCC programs, communities, and especially Elders, is of the utmost importance to us. We are taking action to maintain safe operations while supporting our communities and participants. While actions to provide vaccines are currently underway there is no cure or treatment for COVID-19. We want to be very careful that our programs do not put anyone at risk and ensure that they follow the current orders of the [Provincial Health Officer](#). FPCC supports each First Nation's self-determined right to protect their community and we respect any additional guidelines set by Chief and Council or local governments to help keep their communities safe. Following these guidelines will help us take care of one another and keep each other safe.

**Please note:**

- All programs must be aware of and follow current guidelines from the [Provincial Health Officer](#)
- Applicants must consider how the program will proceed under strict COVID-19 restrictions.
- Please ensure that your project proposal meets the requirements listed in the [FPCC COVID-19 Guidelines for Programs](#)
- It is critical that we take care of and protect our Elders and Knowledge Keepers, and those at a higher risk of illness. We need to work together to find safe ways to involve Elders that does not include in-person meetings.
- FPCC staff are here to assist program participants with unexpected and unplanned changes as a result of COVID-19 impacts on programs.
- We will do our best to share information and respond to changes together. If you have any questions, please [contact program staff](#)

#### INDIGENOUS ARTS PROGRAM (IAP) OBJECTIVES

The IAP assists Indigenous artists, arts organizations, collectives, and First Nations communities with projects that contribute to professional, artistic, and creative development in all disciplines and builds their administrative capacity to support the arts. The program is made possible through a partnership with the BC Arts Council and a contribution from the Margaret A. Cargill Foundation.



## ORGANIZATION AND COLLECTIVES GRANT DESCRIPTION

The Organizations and Collectives program is intended solely for First Nations arts and culture organizations and/or established unincorporated arts collectives that have a stated and demonstrated commitment to Indigenous arts development and practice. Applicants should be working to develop the activities of emerging artists to a professional standard, and/or supporting the practice and development of arts forms in any discipline.

The grant has four options:

- 1) **only artistic production or arts mentorship for both Collectives and Organizations;**
- 2) **only administrative capacity building for both Collectives and Organizations;**
- 3) **Operating costs for Organizations only;**
- 4) **Choose EITHER A. or B.**
  - A. For Collectives:** combined artistic production or arts mentorship and administrative capacity building.
  - B. For Organizations:** combined artistic production or mentorship, and administrative capacity building **OR** contribution to operating costs.

The Organizations and Collectives program is meant to:

- advance the work of Indigenous artists;
- enhance their activities as an arts and culture organization or collective;  
AND/OR
- build capacity and sustainability for Collectives or Organizations for the benefit of artists and audiences;  
AND/OR
- Contribute to organizational sustainability through a contribution towards an organization's operating costs;
- enhance their connections to other arts organizations or networks.

## FINANCIAL INFORMATION

### Maximum amounts:

- Grants for **only artistic production or mentorship projects (option 1)** for both Collectives and Organizations will not exceed \$15,000.
- Grants for **only administrative capacity building projects (option 2)** for both Collectives and Organizations will not exceed \$15,000.
- Grants for: **Organizations ONLY (option 3)** operating costs only will not exceed \$15,000.
- Grants for **Collectives (option 4a):** combined artistic production or arts mentorship and administrative capacity building projects will not exceed \$30,000.
- Grants for: **Organizations ONLY (option 4b)** combined artistic production or mentorship, and administrative capacity building or operating costs projects will not exceed \$30,000.



## APPLICATION CLOSING DATE

**APRIL 15, 2021 at 4:30 pm PST**

**Late proposals will be ineligible**

### ELIGIBILITY CRITERIA

Applications to this program will be accepted from a registered not-for-profit First Nation's arts and/or culture organization in good standing; an active, unincorporated Indigenous arts collective; or a First Nation. Must be based in British Columbia.

- Organizations, collectives, and societies **MUST** be First Nations or Indigenous directed (at least 51% of Directors).
- Unincorporated, active collectives must be directed by at least three Indigenous artists who have been residents of British Columbia for at least the past year.

#### The applicant must:

- have an artistic mandate that demonstrates a commitment to artistic practices through previous activities and demonstrates artistic excellence;
- demonstrate the support, participation, and direction of recognized Indigenous artists, cultural or community leaders;
- present a realistic and balanced project budget, which clearly demonstrates financial need, and identifies other sources of revenue required to complete the project;
- indicate an achievable project timeline;
- submit only one application to the Organizations and Collectives program per deadline;
- not have the same project funded through the BCAC support programs.

**Note:** If there is a question about whether you live in British Columbia, you may be asked to provide documentation. Your proof of residency can include a valid British Columbia services card, a valid British Columbia driver's license or evidence of income taxes paid in the previous year as a British Columbia resident.

*For the purposes of this program, the term "Indigenous artists" refers to a person with Indigenous descent or heritage, and includes First Nations, Métis or Inuit practitioners of both traditionally based and/or contemporary/experimental art forms. Registered Indian Status is not required.*

### Arts Production And Arts Mentorship Projects

#### Artistic production and arts mentorship projects must:

- have a clear objective focused on artists and arts practice;
- provide development opportunities for Indigenous artists.



**Expenses may include:**

- artists', trainers', and mentors' fees;
- costs for production materials;
- touring;
- exhibition and administrative expenses related to the project;
- equipment rentals directly related to the project.

**Capacity Building Projects**

**Collectives and Organizations capacity building projects must:**

- have a clear objective focused on building collective/organizational administrative capacity or sustainability.

**Eligible activities may include (but are not limited to):**

- planning and/or expanding services to artists;
- staff training, mentoring, and/or building a sustainable operational base.

**Eligible expenses may include:**

- consultant fees;
- travel;
- consultation processes;
- other expenses that correspond with the proposed capacity-building project.

**Ineligible Expenses For Arts/Mentorship and Capacity Building Projects**

The following expenses are NOT eligible for funding through either the Arts Production/Mentorship or the Capacity Building streams of this program:

- projects or expenses associated with travel or in-person gatherings that do not meet current FPCC COVID 19 guidelines and restrictions. For more information, please visit FPCC's website for COVID 19 updates and resources <https://fpcc.ca/covid-19-resources/>;
- capital and for-profit business development costs;
- equipment purchases, for example:
  - camera
  - video camera
  - laptop
  - sewing machine, etc.
- capital renovation costs; and expenses incurred in annual community celebrations or anniversaries.

**ORGANIZATION OPERATING COSTS (For Organizations Only!)**

Operating costs are the expenses which are related to the **daily operation** of a business or facility. They are the cost of resources used by an organization needed **to maintain its existence**.



**Eligible expenses may include but are not limited to:**

- rent
- inventory costs
- payroll
- other overhead costs

**ALL APPLICATION REQUIREMENTS**

**All proposals must include:**

- A project description detailing the project objectives, activities and participants. This should include a detailed project timeline;
- If you are working with traditional knowledge, please explain how you have addressed protocols where required;
- A description of the group's, organization's or collective's background, artistic mandate and future plans, including incorporation documents (if the organization is registered);
- A list of the principal artists participating in the project and their artist **CV/resumes** or **biographies** and/or a description of how additional artists or participants will be recruited;
- **Samples of previous, related work** from applicant artist(s) and mentor(s) **Be selective** and include a maximum of 20 images in jpg format; 10 minutes of select video or audio recordings in mp3, mp4, or mov format; or 10 pages of writing in .doc or pdf format;  
Provide a numbered list clearly identifying and describing the samples (date, title, materials, size, collaborators). This list should correspond with the numbers or names of your image files. In the case of collaborations and group performances, please identify the roles of participating artists in the work. *Example:* 1. Eagle, mask, alder wood, 1x2 feet, 2010;
- A project budget, which details planned expenditures, resources and additional revenues and other support (including in-kind contributions);
- Organizations applying for **operating costs**: a detailed outline of costs and an explanation of costs where necessary;
- If a registered organization, the most recent annual financial statements;
- Existing organizational development planning documents (e.g. marketing or fundraising plans). **This must include a description of any previous capacity-building work previously funded by the IAP program;**
- **Two current letters of support for the applicant organization, society, group or collective, and the proposed project.** Letters of support are best from artists and mentors who know you and your proposed project;
- We recommend also obtaining letters from mentors or other artists involved in the project confirming their participation. There is a confirmation of participation letter template available on our [website](#) (*note: A confirmation of participation is not a letter of support.*)



## GENERAL INFORMATION

Applicants are advised to read through the program guidelines and application form and *discuss their project with the Arts Program staff* well before submitting their proposals. The FPCC grant portal allows you to work and save your draft application. Give yourself plenty of time to write your application.

- Applications must be submitted through the online grant portal by the deadline;
- If you are not able to complete an application online, please contact program staff;
- Under normal circumstances, proposals will only be discussed with the person named as the “applicant” or “contact person”. Arrangements to speak with another person must be requested in writing;
- Successful applicants must submit a Final Report no later than one month after completion of project;
- **Successful applicants must acknowledge the support of the First Peoples' Cultural Council's Indigenous Arts Program in all materials produced in relation to the funded project.**

## ADJUDICATION PROCESS

- **Submitting a proposal does not guarantee funding;**
- Applications will be reviewed by FPCC staff for completeness and clarity;
- An interdisciplinary jury composed of established Indigenous artists and arts professionals will be convened to review all applications and make recommendations;
- Priority will be given to projects emphasizing creative initiative and participation of Indigenous artists;
- Funds available to this program are limited. Therefore, projects that request achievable levels of financial assistance and demonstrate financial need will receive priority;
- **All applicants will be advised of jury decisions approximately 12 weeks after the application deadline - please do not contact staff about the status of your application;**
- FPCC reserves the right to require confirmation of other sources of funding prior to releasing funds, to request access to financial records of the project and to require receipts for expenses incurred by the project;
- If your application is successful, you will be required to complete paperwork before receiving a grant. You also will be required to complete a **Final Report Form** and send images or videos of your activities one month after the conclusion of your project. **You will not be eligible to apply to any of our programs until your final report is submitted.**

## NOTIFICATION OF AWARDS

Successful applicants will be notified of decision within five business (5) days of each assessment process. Notification will be sent by email to the primary contact provided in the online application.



## PAYMENT OF AWARDS & FINAL REPORT

- Successful applicants will be required to complete a funding agreement before receiving a grant. The funding agreement will be made available through the grant portal;
- **Grants are taxable income and must be reported as such.** Individuals receiving grants on their own behalf or on behalf of a collective are issued T4As for the year in which the grant payment is processed;
- A Final Report is required one month after the conclusion of your project. You will not be eligible to apply to any of FPCC's grant programs until your Final Report is submitted.

## TO DISCUSS YOUR PROJECT IDEAS OR SEEK ADDITIONAL INFORMATION

*Please contact:*

Hilary Strang  
Arts Program Associate  
Phone: (250) 893-9098  
Email: [hilary@fpcc.ca](mailto:hilary@fpcc.ca)

Download a copy of the **Artist Grant Proposal Writing Handbook** to guide you through the process of completing your application form. You can request a hardcopy of this handbook as well:

[www.fpcc.ca/arts/toolkit/Grant-Writing-Handbook.aspx](http://www.fpcc.ca/arts/toolkit/Grant-Writing-Handbook.aspx)

**Please note:** We recommend applicants create a profile on the **First Peoples' Arts Map**: [www.fp-artsmap.ca](http://www.fp-artsmap.ca). This is a free account for connecting with other artists and promoting your artwork, events, and arts organizations/collectives. *Do not create a second profile if you already have an account.*