



Individual Artists

2023/24

Funding Guide

Application Deadline:

September 15, 2023, at 4:30p.m. PT

Apply on our Grant Portal: www.fpcc.ca/login

Please save this Arts Program Funding Guide in your files. If your funding request is approved, the policies and information contained in this guide will be a useful resource.

This program is made possible through a partnership with BC Arts Council. It is also made possible with funding from Government of British Columbia's Ministry of Indigenous Relations and Reconciliation through the First Peoples' Cultural Foundation.



BRITISH COLUMBIA
ARTS COUNCIL



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FPCC COVID-19 GUIDELINES

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 many have been vaccinated, COVID-19 still poses a risk to our communities, staff and those most vulnerable to the serious effects of this illness. We want to be very careful that our programs do not put anyone at risk.

It is important 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.

Although funding for FPCC programs does not require proof of vaccination, 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.

Tcwemstwallhkálap ("you folks take care of one another" in Ucwalmícwts)
Following these guidelines will help us take care of one another and keep each other safe.

Please note:

- Please ensure your project proposal meets the requirements listed in this document.
- 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](#).



INTRODUCTION

The First Peoples' Cultural Council (FPCC) Arts Program is one of three program areas (i.e., Arts, Language and Heritage) at FPCC and provides financial support to B.C. First Nations, First Nations, Métis, and Inuit creatives, with priority given to projects intended for revitalization of the arts, languages, cultures and heritage of B.C. First Nations.

The Arts Program supports creation, development, production, marketing, promotion and distribution of all forms of creative expression. This includes, but is not limited to, ceremonial, oral, visual, performance, music, literary, media, sculpture, carving and weaving. The Arts Program is organized into four program offerings:

- **Arts Strengthening**
 - One-on-one arts mentorships and group knowledge transfer
- **Arts Infrastructure**
 - Art space construction or renovation and capacity building for First Nations arts and culture organizations and communities
- **Individual Artists**
 - Scholarships, projects and creative development
- **Music Program**
 - Creation and sharing and industry professionals

Each program area provides support for artists and arts organizations to positively impact creative sovereignty in their respective activities, knowledge transfer, training and professional development.

INDIVIDUAL ARTISTS PROGRAM OVERVIEW

The Individual Artists Program supports the artistic development of B.C. First Nations, First Nations, Métis or Inuit artists residing in B.C. who have demonstrated a commitment to their artistic practice. This program also supports artistic production or education scholarships.

Individual Artists and Scholarships fall within this program, which is made possible through a partnership with BC Arts Council. It is also made possible with funding from Government of British Columbia's Ministry of Indigenous Relations and Reconciliation through the First Peoples' Cultural Foundation.

Please note: If you are applying for a full-time one-on-one mentorship, please apply to the Arts Strengthening Program.

Additionally, if you are applying for primarily music-based activities, please apply to the Music Program.

How to apply: Applications must be submitted on FPCC's Grant Portal (www.fpcc.ca/login)

Application deadline: September 15, 2023, at 4:30 p.m. PT

Funding term: Projects can take place anytime between September 16, 2023, and December 31, 2024.



Final report: A final report is due one month after the project end date, no later than January 31, 2025.

PROGRAM DESCRIPTIONS AND FUNDING INFORMATION:

The Individual Artists Program offers funding for two types of activities:

1. Individual Artists
2. Scholarships

1. Individual Artists

Objective: The Individual Artists Program supports artists in:

- Increasing their skills and knowledge
- Pursuing new approaches or techniques in their practice
- Gaining the recognition of their peers and community
- Developing a presentation of their artistic journey/history for the public (including, but not limited to, knowledge sharing events and community gatherings, gallery showings, digital platforms, performance, film)
- Spending more time with their creative expression

Grant amount: up to \$20,000

Activities Examples

- Furthering or developing skills within your creative practice(s) through a specific project
- Dedicating time to testing an innovative approach to your work
- Expanding your repertoire and portfolio of works
- Supporting your community with your project
- Preparing for an event, gathering or opportunity where your work will be utilized or displayed

2. Scholarships

Objective: This funding will support applicants enrolled in an arts program at a post-secondary institution. Applicants must indicate the institution, program and number of semesters they have enrolled in.

Grant amount: up to \$15,000

Activities Examples

- Pursuit of post-secondary education in the arts through a semester-based program
- Pursuit of post-secondary education in the arts through an intensive program
- Pursuit of professional development training in your creative practice



FUNDING TERM

The funding term for the Individual Artists Program is as follows:

- Projects can take place anytime between September 16, 2023, and December 31, 2024.
- Projects must be completed by December 31, 2024.
- A final report is due one month after the project end date, no later than January 31, 2025.

PROGRAM ELIGIBILITY CRITERIA

Eligible Applicants

- BC. First Nations, First Nations, Métis and Inuit creators with a creative practice in any medium or expression, such as carvers, storytellers, visual artists, choreographers, dancers, dance groups, performance artists, regalia creatives, weavers, writers, multi-media artists and sculptors
- Must be **19 years of age or older**
- A resident of British Columbia for at least one year. If there is a question about whether the applicant lives in B.C., they may be asked to provide documentation. Proof of residency can include a valid B.C. services card, a valid B.C. driver's licence or evidence of income taxes paid in the previous year as a B.C. resident.
- Have a project that starts on or after the application deadline
- Have previous experience or a creative mandate that demonstrates a commitment to their creative practice
- Demonstrate the support of recognized artists, creatives and cultural or community leaders within First Nations communities they are connected to and that the project affects
- Submit only one application per deadline

Ineligible Applicants

- Individuals who are not B.C. First Nation, First Nations, Métis or Inuit
- Previous grant recipients from who are in default of grant reporting requirements across all FPCC programs. These applicants are ineligible until all required documentation is complete.
- Individuals with an active FPCC Arts Program grant
- Individuals cannot be the primary contact or project lead for more than one application to the FPCC Arts Program for the same deadline but may be involved in more than one project if they are in a different role.
- Individuals with funding for the same project through BC Arts Council

Scholarship Exceptions

- Applicants may be **17 years of age** or older, (if 17, guardian's signature is required).
- Applicants may apply to both this Scholarship Program and the BC Arts Council Scholarship Program but, if successful in both, funding will not exceed the upper limit on a single program.
- Applicants may attend any institution, including those outside of the province, but must be registered as a resident of B.C. for at least one year prior to the application deadline. If there is a question about whether the applicant lives in B.C., they may be asked to



provide documentation. Proof of residency can include a valid B.C. services card, a valid B.C. driver's licence or evidence of income taxes paid in the previous year as a B.C. resident.

- Applicant will be enrolled in a post-secondary institution or courses at time of application and for the duration of the project timeline.

EXPENSES

Eligible Expenses

- Artist (applicant) short-term living expenses (for the duration of the project only)
- Salaries and wages
- Fees for collaboration with other artists or mentors
- Elder and/or Knowledge Holder consultation fees
- Travel and accommodation expenses
- Project-related materials
- Childcare expenses for studio days or other activities directly related to the project
- Equipment required for the project (up to 15% of total funded project unless a strong justification for more than 15% is provided)
- Specialized tools required for the project (up to 20% of total funded project unless a strong justification for more than 20% is provided)
- Rentals of space or equipment required for the project
- **For Individual Artists only:** Administrative expenses directly related to project activities (up to 10% of total funded project)
- **For Individual Artists only:** Touring and exhibition expenses
- **Scholarships only:** Tuition, books and course materials

Ineligible Expenses

- Expenses not directly related to the project
- Expenses that take place before the Individual Artists Program application deadline
- Business development costs (including, but not limited to, printing business cards, mass production of an item, logo design)
- Capital purchases (including, but not limited to, vehicles or costs associated with building or land improvement)
- Capital renovation costs
- **For Individual Artists:** projects related to satisfying post-secondary education course requirements. Please select Scholarships if this is the case.

APPLICATION REQUIREMENTS

Individual Artists proposals include:

Applications must be submitted through FPCCs' online Grant Portal and include:

- **Your First Nations identity.** Describe your relationship of belonging to the community you are claiming identity with. Include any history, connection, ancestry. If you have any disconnections, describe ways that you hope to shift them.
- **Information about you as an artist,** including a CV, resumé, artist statement and/or



additional information about you and your connection to your creative expression. This is an invitation to share your creative journey (i.e., why you create). An artist statement shares your motivation and foundation, communicating your connection to your creative expression.

- **Project team worksheet.** List the key mentors, artists and participants involved in the project. For KEY participants, include their individual CV/resumés, artist statements and/or other information about them and their connection to their creative expression.
- **Project description.** Describe the objectives, activities and participants of your project (who, what, when, where and how). Your project description is your chance to show the Peer Review Committee why this project is important to you, the art form or your community. It explains why it needs to happen now, its value and viability, and how it will contribute to your professional, artistic and/or creative development.

Describe the community you have engaged or will engage with, including any First Nations governments, band councils or First Nations not-for-profit organizations. Please share specific First Nations communities that will directly benefit from this project. What is the total population served?

- A clear description of how the project is respectful of First Nations cultural protocols, traditions and Indigenous law.
- **Workplan.** Please complete the detailed workplan provided, including the key activities of your project, what the outcomes will be, when they will happen and who will lead them. Include your project start and end dates.
- **A balanced project budget.** Include details, such as a breakdown of each planned expense. Please also include information on additional funding sources if your project budget exceeds the maximum grant amount, for example, other grants, personal contributions and in-kind contributions (contributions that are given in the form of goods and services and not money). Please include as much detail as possible. Listing the items and amounts that make up large sums will make the expenses clear.
- **Samples of previous, related work for you and (if applicable) the lead mentor.** Please be selective and include a maximum of 5 images; 5 minutes of select video or 3 audio recordings in mp3, mp4, or mov format; or 3 pages of writing.
- **A numbered list that clearly identifies and describes the samples** (date, title, materials, size, collaborators). This list corresponds with the numbers or names of your image files. Example: *1. Eagle, mask, alder wood, 1x2 feet, 2020. Collaborators include John Doe, Amy Doe.* In the case of collaborations and group performances, please identify the roles of participating artists in the work.
- **Two current letters of support for the applicant and proposed project.** If the project involves a mentor, one of the letters must be from the mentor confirming and describing their participation in the project. Letters of support can be from a mentor, a collaborator, another artist who practises your art form, a community member, a Knowledge Holder or



anyone else you feel can speak to your creative expression, the project and you as an artist. **Letters of support must be signed and dated** and include:

- The name and contact information of the writer and a bit about what they do
- How they know you in the context of your project, in a sentence or two
- A description of their support for your proposed project, in a sentence or two

Scholarship proposals include:

Applications must be submitted through FPCCs' online Grant Portal and include:

- **Information about you as an artist** including a CV, resumé, artist statement and/or additional information about you and your connection to your creative expression. This is an invitation to share your creative journey (i.e., why you create). An artist statement shares your motivation and foundation, communicating your connection to your creative expression.
- **Confirmation of enrollment.** A letter from your program confirming that you will be attending or your class registration/schedule.
- **Your personal statement** explaining your learning goals.
- **A clear description of how this educational opportunity is respectful of First Nations cultural protocols, traditions and law.** Additionally, describe the community you have engaged or will engage with, including any First Nations governments, band councils or First Nations not-for-profit organizations. What First Nations communities will directly benefit from your education? What is the total population served?
- **A balanced budget** with details and a breakdown of each planned expense. Please also include information on additional funding sources if your expenses exceed the maximum grant amount, for example, other grants, personal contributions and in-kind contributions (contributions that are given in the form of goods and services and not money). Please include as much detail as possible. For example, list the items and amounts that make up large sums.
- **Samples of your artwork.** Please be selective and include a maximum of 5 images; 5 minutes of select video or 3 audio recordings in mp3, mp4, or mov format; or 3 pages of writing.
- **A numbered list** that clearly identifies and describes the samples (date, title, materials, size, collaborators). This list should correspond with the numbers or names of your image files. Example: *1. Eagle, mask, alder wood, 1x2 feet, 2020. Collaborators include John Doe, Amy Doe.* In the case of collaborations and group performances, please identify the roles of participating artists in the work.
- **One current letter of support for you and your proposed education plan.** Letters of support can be from a mentor, a collaborator, another artist who practises your art form, a community member, a Knowledge Holder or anyone else you feel can speak to your



art practice, your education goals and you as an artist. **Letters of support must be signed and dated** and include:

- The name and contact information of the writer and a bit about what they do
- How they know you in the context of your education goals in a sentence or two
- A description of their support for your proposed educational plan, in a sentence or two

GRANT LIABILITY, INSURANCE AND CERTIFICATION

For projects with a hazard of potential personal injury or bodily harm due to high-risk activities, please provide FPCC with copies of the following:

- Comprehensive insurance for at least \$2,000,000 million.
- Adequate certification and licence if operating a motorcycle, large truck or bus, trailer, boat, or equipment
- Valid driver's licence(s) of operators of a motorcycle, large truck or bus, trailer, or boat.
- WorkSafe BC registration and, before starting work on certain types of construction projects (e.g., a project over \$100,000), submit a Notice of Project to WSBC

Probable high-risk project activities may include but are not limited to using ATVs, horses, trailers, boats, helicopters, heavy equipment, or activities that involve camping in remote areas, excavation, or construction.

FPCC will not consider projects that are considered very high risk of personal injury or bodily harm.

HOW TO APPLY

- We invite artists to first read through the program guidelines and application form. Then we encourage you to discuss your project with Arts Program staff (arrange this by emailing individualarts@fpcc.ca). Applicants are encouraged to reach out well before the deadline to give plenty of time for input and support in finessing your proposal before submitting.
- Applications are submitted through the Grant Portal. If you don't have an account already, go to www.fpcc.ca/login to create an account. If you don't have access to the internet or where accessibility is concerned, please contact Arts Program staff.
- The Grant Portal is designed for you to work on and save your draft application. Give yourself plenty of time to write your application prior to the deadline.
- Under normal circumstances, proposals will only be discussed with the person named as the "applicant" or "primary contact person." Arrangements for FPCC to speak with another person must be requested in writing.
- Project start dates must not fall before the deadline: September 15, 2023.
- Project end dates must fall on or before December 31, 2024.
- Applications will not be accepted after the deadline.

PEER REVIEW PROCESS

- Applications submitted by the deadline will be reviewed for completeness by Arts



Program staff.

- A Peer Review Committee (PRC) will review all applications and make recommendations. The PRC is a group of respected artists and/or administrators who hold specialized knowledge and expertise in the artistic practices represented in the applications. The PRC carefully reviews the applications alongside program guidelines to ground the review process in the program mandate.
- FPCC reserves the right to request confirmation of other sources of funding prior to releasing funds, to request access to financial records of the project, and to request receipts for expenses incurred by the project.
- Funding decisions of the FPCC are final.

NOTIFICATION OF AWARDS

- Applicants will be notified of the results of the application review approximately 12 weeks after the application deadline. Please do not contact staff about the status of your application,
- Notification will be sent by email to the contact provided in the online application. If you do not receive the notification within this timeline, please check your junk mail folder in case the email has gone there.
- Where possible, we ask successful applicants to acknowledge the support of the FPCC Arts Program on materials produced in relation to the funded project. Logos are available [on our website](#).

PAYMENT OF AWARDS

- Successful applicants will be required to complete a funding agreement through the Grant Portal before receiving funds.
- **For Individual Artists**, 80% of funding will be distributed upon application approval and receipt of a signed funding agreement and 20% of funding will be distributed upon completion of the project and approval of a final report.
- **For Scholarships**, 100% of funding will be distributed upon application approval and receipt of signed funding agreement.
- Grants are taxable income and reportable unless you live on reserve. Individuals receiving grants on their own behalf or on behalf of a group are issued T4As for the year in which the grant payment is processed.

REPORTING REQUIREMENTS

- Successful applicants will submit a final report through the Grant Portal one month after completion of the project and no later than January 31, 2025.
- We suggest that recipients begin working on reporting prior to the project completion and submit as soon as the project is complete – do not wait for the January 31 deadline.
- FPCC strives to deliver funds as quickly as possible, but this may be delayed by various factors.

APPLICATION DEADLINE

- September 15, 2023, at 4:30 p.m. PT - Late proposals will be ineligible.



PROGRAM CONTACT

To discuss your project ideas or seek additional information, please contact:

Arts Program Coordinator, Leah Anthony

Email: individualarts@fpcc.ca

General office phone: 250-652-5952

Please note that the Arts Program is run by a team of program staff and the individualarts@fpcc.ca address is monitored by multiple team members.