

Grants for individual artists




peterborough
outside the ordinary

GRANTS FOR INDIVIDUAL ARTISTS APPLICATION WORKSHOP

Territorial Acknowledgement



GRANTS FOR INDIVIDUAL ARTISTS APPLICATION WORKSHOP

Introduction

This **Electric City Culture Council (EC3)** program, supported by the **City of Peterborough**, is strategically designed to **provide financial support to local professional artists** so they can bring their imagination, dreams and visions to life and share them with audiences. It provides essential funding for the **development, production, and presentation of projects**, and works to assist artists in acquiring additional funding from other sources as they advance their practice and their careers.

This program strives to support applications that reflect and promote the **cultural diversity** of Peterborough and Canada today and welcomes applications from **artists in equity-seeking communities**.



GRANTS FOR INDIVIDUAL ARTISTS

APPLICATION WORKSHOP

Introduction

There are **two Components** in the Grants for Individual Artists program:

- **Component One:** Mini Development Grants for Individual Professional Artists (up to **\$1,500**)
- **Component Two:** Project Production and Presentation Grants for Individual Professional Artists (up to **\$3,500**)

Applicants may only apply to **one Component** of the program each year.



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Component One

Mini Development Grants for Individual Professional Artists

This grant provides up to **\$1,500 maximum** for local professional artists to undertake a program of activities that aid their creative research and development, fuel innovation and imagination, and support the sustainability and/or advancement of their practice, including, but not limited to:

- Development of new projects or ideas, research, experimentation.
- Advancing works in progress.
- Transitioning to new disciplines or mediums.
- Advancing skills and knowledge to build or strengthen their work.
- Adapting existing works or developing new approaches to creating and producing their work, or distribution/presentation of their work, including, but not limited to, the use of new technologies or digital opportunities.



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Component One

Mini Development Grants for Individual Professional Artists

The program welcomes applications from professional artists working in any form/medium, or discipline, in cross-disciplinary, multidisciplinary, or interdisciplinary practice, contemporary or traditional art forms.

Artist fees **must** be paid.

While **Component 1** projects may include public presentation of a completed work or works, this is **not** a requirement.

Curatorial projects, teaching projects (e.g. teaching courses or presenting general workshops), and starting new businesses are **not eligible** for funding.



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Component Two

Project Production and Presentation Grants for Individual Artists

This grant provides up to **\$3,500 maximum** to individual professional artists for the creation, production and presentation of innovative new projects or works in progress in any artistic discipline, taking place virtually or live in Peterborough, **in the next two years.**

The program welcomes applications from professional artists working in any form, or discipline, in cross-disciplinary, multidisciplinary, or interdisciplinary practice, and in contemporary or traditional art forms.

(For work in film/video, *film/video development* falls under **Component 1**, *film production* falls under **Component 2**.)



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Component Two

Project Production and Presentation Grants for Individual Artists

Projects can take place at **any location** within the city or county, including new or established indoor venues, outdoor spaces, mobile activities, broadcast, banners, billboards, and publications.

For **virtual projects**, platforms may include social media, live streaming, websites, etc.

Curatorial projects, teaching projects (e.g. teaching courses or presenting general workshops), and starting new businesses are **not eligible** for funding.



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Component Two

Project Production and Presentation Grants for Individual Artists

- This is a program of grants to individual professional artists; however, artists may work as part of collectives, ad hoc groups, or with established arts organizations, as long as the individual artist applying retains **creative control** of the project.
- Project applications may include the work(s) of one artist or several. **Partnerships and collaborations** with other community organizations are welcome and encouraged.
- Live/in-person projects may take place **anywhere** in the City or County of Peterborough. Pop-ups, one-time, short-run, series, longer runs, exhibitions, or continuous project proposals are all eligible.
- Artists' fees **must** be paid.



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Eligibility Criteria

Components One and Two

To be eligible for Component One or Two of the Grants for Individual Artists Program, applicants **must** meet the following criteria:

- Canadian citizens, permanent residents, or persons upon whom refugee protection has been conferred, and who are legally entitled to work in Ontario.
- Peterborough City or County Resident (including Curve Lake and Hiawatha).
- Professional Artist*.
- Age 18 or over.
- Have completed and submitted all outstanding reports from any previous EC3 grants.



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Eligibility Criteria

Components One and Two

EC3 defines a **professional artist** or arts professional as someone who has **developed skills** through training or practice, is **recognized** by artists working in the same artistic tradition, has a **history of public presentation or publication for at least one year**, **seeks payment** for their work and **actively practices** their art.

Short breaks in artistic work history are acceptable.

Student projects (projects undertaken as part of course credit) are **not** eligible for this program.



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Ineligible Expenses

Components One and Two

Capital expenses are **not** eligible for grant funding in either component. Capital expenditures pay for items that will have value after the current projects are completed. Typically, these are relatively expensive items that can be used for several years, such as:

- Computers, printers, and significant technical equipment
- Artistic tools and equipment
- Office equipment and furniture
- Facility and related technical equipment
- Land, buildings, and renovations of leased spaces
- Vehicles



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Vulnerable Communities

Components One and Two

If your project involves working with **a vulnerable community** (e.g., minors, those living with mental illness, economic disadvantage, etc.), EC3 may require the completion and review of a **Police Vulnerable Sector Check (PVSC)** from any project participants who will be interacting directly with members of that community, **before grant funds can be released.**

Proof that the participant has passed a PVSC within the last year will also be acceptable.

EC3 will cover the cost of the PVSC upon request.



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Peer Assessment

What is Peer Assessment?

- Grants for Individual Artists are awarded by a Peer Jury.
- A Jury is a **decision-making group** made up of **artists and arts professionals** that have a variety of expertise in their discipline(s), and professional practice. (Professional artists, and arts educators, curators, managers, etc.)
- These Jury Members are chosen to **reflect the variety and diversity of applications received** in each granting process (each application cohort/competition).
- Jury Members are selected for their **knowledge, insight, and analytical skills**, and reflect a **balance of artistic expertise, gender, gender identity, cultural diversity, and stage of career, etc.**
- **No two Juries are ever the same.**



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Peer Assessment

How does Peer Assessment work?

- When selecting Jury Members, EC3 ensures that **conflicts of interest are avoided**.
- After reading all eligible grant applications for each program deadline, each Jury **meets as a group to discuss and score applications** (according to the published evaluation/assessment criteria), and award grants in a **rigorous process facilitated by EC3 staff**.
- The discussions that occur during juries are kept **confidential**.
- **Neither EC3 staff nor EC3 Board members ever make grant decisions alone.**
- All of these processes and procedures are **in line with similar federal, provincial, and municipal arts councils**, and are reviewed regularly.



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Peer Assessment

Component One Assessment Criteria

Applications in **Component One** will be evaluated and selected based on the following criteria:

- **Quality** and **clarity** of artist's statement/program of activities/project proposal or description.
- **Artistic merit** of the artist's statement/program of activities/project proposal or description and support materials.
- The **value and impact of the project** for the artist's practice.
- **Feasibility** of the proposed program of activities (funding request and **demonstrated ability of the applicant to carry out the project**).



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Peer Assessment

Component Two Assessment Criteria

Applications in **Component Two** will be evaluated and selected based on the following criteria:

- **Quality** and **clarity** of artist's statement and project description.
- **Artistic merit** of the support materials and program of activities.
- Project **feasibility** (**budget** and **demonstrated ability to carry out the project as described**).



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Inclusion, Diversity, Equity, and Accessibility

Components One and Two

EC3 encourages applications from all those who live in our diverse community and advocates for equal opportunity for all applicants in the application and selection process. EC3 is committed to supporting and promoting diverse artists, artistic practices, and arts communities that represent a wide cross-section of Peterborough and the surrounding area, including artists who identify as Indigenous, Black, or people of colour, as well as artists with disabilities, Deaf and hard of hearing artists, and artists who are members of marginalized religious, sexual orientation, and gender identity groups.



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APPLICATION WORKSHOP

Inclusion, Diversity, Equity, and Accessibility

Components One and Two

EC3 strives to make our juries, assessment committees, and review panels equitable and inclusive by ensuring broad representation, skills, and knowledge from the communities outlined above.

Persons with disabilities are encouraged to come forward at **any stage of the application process** to **request accommodations**, if needed.

Members of our team will consult and can **adapt processes wherever possible** to provide individuals with disabilities with equal opportunity to apply.



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Inclusion, Diversity, Equity, and Accessibility

If you need assistance with any aspect of the process,
please contact GFIA Program Coordinator Gabe Pollock at:

ec3interimprogramcoordinator@gmail.com.



GRANTS FOR INDIVIDUAL ARTISTS APPLICATION WORKSHOP

Application Instructions

How to Apply for the Grants for Individual Artists Program

Go to the EC3 website: ecthree.org/program/grants-for-individual-artists-2024

Find the **correct Application Form** for the Component you wish to apply for (One or Two).

Download the Word document, and **complete** your application in Word.

Email as a doc/docx to ec3interimprogramcoordinator@gmail.com with the subject line '**GFIA Application Component [One/Two]**,' and be sure to include all **supplementary documents**.



GRANTS FOR INDIVIDUAL ARTISTS APPLICATION WORKSHOP

Application Instructions

How to Apply for the Grants for Individual Artists Program

Ensure you have downloaded the **correct application form** for the Component you wish to apply for. (There are two different forms on different documents.)

Use the **checklist** on the final page of the appropriate application form to ensure you have included all the required information.

Applications will only be accepted via this Word document form, saved as a **doc/docx**, and sent by email to ec3interimprogramcoordinator@gmail.com with the subject line “Application: GFIA Component [One/Two].”



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Application Instructions

How to Apply for the Grants for Individual Artists Program

Support Materials

Support materials take time. Start early. Pay attention to the requested format. The assessment of your application will include an evaluation of your support materials.

Provide up to 5 examples documenting your previous work as email attachments (or list links for audio/video). You may also submit material illustrating your proposed activities if applicable.

- Images: Send in JPG/PNG/GIF format.
- Audio and/or video: Upload clips to the web and include links. For clips longer than 5 minutes, please note in the description which 5-minute segment should be considered.
- Literary: Send prose and/or poetry as DOC/DOCX/PDF files.

Make sure to list support materials on the table that's provided in the application.



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Application Instructions

How to Apply for the Grants for Individual Artists Program

Component One Checklist:

- Title of Project
- Project Summary (25 words maximum)
- Artist's Statement/Project Description
- Support Material (up to 5 examples)
- Artistic Resume/C.V. (3 pages max)
- Budget Description

Component Two Checklist:

- Title of Project
- Project Summary (25 words maximum)
- Project Description (500 words maximum)
- Artist's Statement (250 words maximum)
- Location/Venue Information (250 words maximum)
- Support Material (up to 5 examples)
- Artistic Resume/C.V. (3 pages max)
- Budget Form



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Deadline

Thursday, July 11, 2024
(at 11:59 pm)



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Tips & Tricks



Check the Deadline. Start Early.
Start Earlier. Start Now.

3C84 at Artsweek 2023:
Sue Newman, Charlie Glasspool,
and Jose Contreras.
Taken by Michael Morritt.



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Tips & Tricks



**Read all the guidelines, even
though it is wordy and boring.**

Interactive Musical Animations
at Artsweek 2023: Benj Rowland.
Taken by Andy Carroll.



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Porchapalooza at Artsweek 2023:
Victoria Yeh.
Taken by Andy Carroll.

Tips & Tricks



**Answer the actual questions the application asks.
Be specific.**



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Tips & Tricks

Be prepared to write many drafts.
Save often.

Hot Spots at Artsweek 2023:
Mintu Maria James.
Taken by Andy Carroll.




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Tips & Tricks

Pay attention to the evil word count in your drafts.

Dark Eyes at Artsweek 2023:
Naomi Duvall.
Taken by Andy Carroll.



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Look Out! at Artsweek 2023:
Casandra Lee.
Taken by Andy Carroll.

Tips & Tricks



Be clear and concise.
Avoid jargon and art-speak.



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Look Out! at Artsweek 2023:
LA Alfonso & Age of Moss.
Taken by Andy Carroll.

Tips & Tricks



Get help. Get feedback. Absolutely get someone to proofread and double check the checklist.



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Tips & Tricks



**Try not to be afraid of the budget.
Be precise. As your math teacher said, 'show your work'.**

Take-Out Poetry Cart at Artsweek
2023: Jenn Cole and Ziysah von
Bieberstein.
Taken by Esther Vincent.



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Tips & Tricks

Don't pad your budget. Don't make false claims/promises. Don't underestimate time/resource requirements – document your need.

Construction Guys at Artsweek
2023.
Taken by Andy Carroll.



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The Verandah Society at Artsweek
2023: Kate Suhr, Saskia Tomkins,
Megan Murphy.
Taken by Andy Carroll.

Tips & Tricks



Does your budget balance?

Does your budget match your narrative?



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Tips & Tricks



Double check for completeness and consistency.

Porchapalooza at Artsweek 2023:
Amelia "Irish Millie" Shadgett, and
Murray Shadgett.
Taken by Andy Carroll.



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Tips & Tricks



Make sure you're applying for the right **Component!**

Porchapalooza at Artsweek 2023:
Sam "Lotus Wight" Allison.
Taken by Julie Gagné.



GRANTS FOR INDIVIDUAL ARTISTS APPLICATION WORKSHOP

Questions?



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Need More Support?

Contact GFIA Program Coordinator Gabe Pollock at
ec3interimprogramcoordinator@gmail.com
with questions and/or concerns.

We are here to HELP!!!

