

LEE FUND FOR THE ARTS
2009 GRANT APPLICATION



The deadline for submission of this application is **4:30 pm on May 1, 2009**. Incomplete or late applications will not be accepted or considered. Applications must be received at the office of the Edmonton Arts Council #808, 10310 Jasper Avenue, Edmonton, AB T5J 2W4

I. General Information

Name of Applicant: _____

Primary Contact (if the applicant is an organization or group): _____

Address: _____ Postal Code: _____

Telephone: _____ Fax: _____

Email Address: _____

Applicant Status: (please check the appropriate box below)

Individual

Non-Profit Organization - Corporate Access #: _____

Charitable Organization - Charitable #: _____

Unregistered Organization or Group (name, if applicable): _____

Project Summary: _____

Project Start Date: _____ Project End Date: _____

II. Grant Request: (this amount must match the amount budgeted) \$ _____

III. Declaration of Applicant:

In making this application, we the undersigned applicant or representative of the applicant, hereby declare to the Edmonton Arts Council that to the best of our information and belief the information provided is truthful and accurate; the application is made on behalf of the individual or organization named on this page with its full knowledge and consent; the applicant or applicant organization meets all of the criteria of fundamental eligibility to apply for a 2009 Lee Fund for the Arts Project Grant through the Edmonton Arts Council.

Dated at Edmonton, Alberta this _____ day of _____, 2009.

Signature of Applicant: _____

The information on this application is being collected under the authority of Section 33(c) of the FOIP Act and will be used by the Edmonton Arts Council to determine eligibility for the Lee Fund for the Arts Grant Program and for purposes of administering the Lee Fund for the Arts Grant Program. The aggregate data may be used for program planning and evaluation. All information collected by the Edmonton Arts Council is protected by the provisions of the FOIP Act. You may direct questions about the collection, use or disclosure of your personal information by this program to the Edmonton Arts Council at (780) 424-2787.

IV. All Applications must include the following:

1. A profile of the community/organization and its background/mission, including a profile of the key community participants.
Please limit your description to two pages.
2. A profile of the artist and his/her background including a resume or c.v. stating the relevant professional experience of the artist as well as samples of relevant work. Samples of relevant work may include audio cassettes, CDs (please specify track), DVD or VHS tape, slides or photos, writing samples.
Please limit support material to a total review time of approximately 10 minutes.
3. A detailed description of the project including timelines and location.
 - a. Explain the objectives of the project as agreed upon by the artist and the community members.
 - b. Clearly outline the strategies and processes to achieve the objectives.
 - c. Describe the artistic process and the nature of the community participation.
 - d. Describe the relevance of the project for participating community members.
 - e. Describe why the participating professional artist is appropriate for the project. Letters of support may be included.Please limit your description to five pages. (Not including letters of support)
4. An outline of the project budget including all projected sources of revenues and projected expenses.
Please limit your budget outline to two pages.

V. Reporting Requirements:

1. The recipient of a grant from this program must submit a final report within 90 days of the completion date specified on the application. This report must include a detailed description of the project including any variance from what was described in the application, and a financial report.

NOTE: Past recipients of the Lee Fund for the Arts who have outstanding final reports are not eligible to apply.

LEE FUND FOR THE ARTS 2009 GRANT INFORMATION

Purpose: Since 1969, the Clifford E. Lee Foundation has enhanced the quality of life for people living in the Edmonton area. Throughout its history, the arts have been a major focus of the Lee Foundation. The Lee Foundation ceased operations in 2003, but continues its commitment to supporting the arts through the Lee Fund for the Arts, a permanent endowment fund administered by the Edmonton Arts Council. The Lee Fund for the Arts will maintain and build on the arts legacy established by the Clifford E. Lee Foundation.

The Lee Fund for the Arts will invest in Edmonton's community by providing funding for community arts projects which are described as collaborations between professional artists and a distinct community (as defined by factors including but not limited to ethnicity, living conditions, geographic location, age, beliefs, traditions, social or economic strata). Community arts uses artistic activities and expressions to support the development and improvement of the quality of life of a community. It can involve one or more art practices, such as music, dance, theatre, visual arts, new media or storytelling, but the collaborative involvement of professional artists with community members is a necessary component.

Eligibility:

1. Grants can be made to individuals or to organizations.

Individuals must be 18 years of age or older; a resident of the greater Edmonton region for at least one year prior to the application deadline¹, and a Canadian citizen or landed immigrant.

The Lee Fund for the Arts is not restricted to charitable or non-profit organizations. Informal organizations or groups that define themselves by geography, (ie: Boyle Street), tradition and culture, (ie: African-Canadians), or spirit (ie: Gay Pride or environmental movement), are eligible to apply.

2. All projects must involve a professional artist and must take place within the Greater Edmonton Region.

The artist must be an emerging or established professional artist who has completed training, an apprenticeship or a recognized body of work in an arts discipline and meets one or more of the following requirements:

- dedicated to the professional practice of art, evidenced by a significant investment of time and resources
- receives payment for artistic work (i.e. artist fees)
- has received public exposure, through professional showings, screenings, publication, or performances where selection was carried out by an objective, arm's length body such as a jury or publisher
- enjoys peer recognition through: critical reviews, participation in community activities and membership in professional associations.

The Greater Edmonton Region includes the City of Edmonton and the Counties of Sturgeon, Parkland, Leduc and Strathcona.

¹ Applicants must have lived in the Greater Edmonton Region for at least 12 months at the time of application. The EAC reserves the right to ask for proof of residency. Residency is established by having received a personal CRA Notice of Assessment (the statement you are sent after filing an annual income tax return) indicating a residential address in Edmonton and an Alberta driver's license with an Edmonton address current to the date of application.

Eligibility cont'd:

3. Grants will not be awarded for

- capital expenditures;
- endowments or annual campaigns;
- on-going operations for organizations;
- formal academic research or study;
- projects already completed;
- attending or participating in seminars, workshops, conferences or tours;
- awards ceremonies, galas, or similar events.

4. Grants cannot be retroactive and cannot be applied to activity undertaken prior to the application deadline.

Level of Support: Grants may be awarded to a maximum of \$10,000.² Funds from the Lee Fund for the Arts shall not constitute more than 50% of the total expenses required for the project. Both verifiable in-kind and cash contributions will be recognized as matching funds. Grants will be allocated by August 31, 2009.

Assessment: All decisions will be made based on recommendations from a peer jury created by the EAC. That jury will include artists and arts professionals chosen for their knowledge and expertise in their discipline. The jury chair shall be appointed by the EAC.

The assessment criteria are:

1. Merit of the proposed collaboration process including:
 - artistic merit relative to the scope of the project and
 - extent to which the project supports the development and improvement of the quality of life of the community
2. Ability of the applicant to carry out the proposed project with the specified resources
3. Potential impact of the project

There will be no appeal process.

Application Procedure: Completed applications must be received at the Edmonton Arts Council at 808, 10310 Jasper Avenue Edmonton, AB T5J 2W4 no later than 4:30pm on May 1, 2009. Post marked packages will not be accepted after this date.

All applicants are encouraged to contact Laurie Stalker at 780-424-2787 xt 225 or lstalker@edmontonarts.ab.ca prior to submitting their application to the Lee Fund for the Arts.

² The Lee Fund for the Arts is an endowment fund and grant funds are derived from interest earned on the endowment. In 2009, revenue generated from this endowment will be less than in previous years, therefore the maximum grant amount is reduced for 2009 from \$15,000 to \$10,000.