

2010 Community Investment Program Project Grant for Individual Artists

The deadline for submission of this application is **July 1, 2010**. Incomplete or late applications will not be accepted or considered. Applications must be delivered to the office of the Edmonton Arts Council, Prince of Wales Armoury, 2nd Floor, 10440 108 Avenue, Edmonton, AB T5H 3Z9.

I. General Information **indicates required information*

Name of Applicant*

Address*

Postal Code*

Home Phone*

Work Phone

Email Address

Social Insurance Number*

Project Summary*

Project Start Date*

Project End Date*

II. **Grant Request*** (This amount must match the grant amount projected:) \$ _____

III. Declaration of Applicant

In making this application, I the undersigned applicant or representative of the applicant, hereby declare to the Edmonton Arts Council that to the best of my information and belief the information provided is truthful and accurate; the application is made on behalf of the individual named on this page with his or her full knowledge and consent; the applicant meets all of the criteria of fundamental eligibility to apply for a City of Edmonton Community Investment Program Project Grant for Individual Artists through the Edmonton Arts Council.

Dated at Edmonton, Alberta this _____ day of _____, 20_____

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 a Community Investment Program Grant and for purposes of administering the Community Investment Grant Program. The aggregate data may be used for program planning and evaluation. All information collected by the City of Edmonton and 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 detailed description of the project including project goals, names of participants, dates and timelines. Please limit your description to one page.
2. Completed Attachment 1- Project Budget Form including all projected sources of revenue and projected expenses.
3. A current resume or curriculum vitae as well as a profile of the project's other key participants (if applicable).
4. A description of how the project will contribute to the development of the artist.
5. A description of how the project will contribute to the development of an art form, or an artistic process and/or the Edmonton arts community.
6. Support material demonstrating the applicant's artistic work. Support material may include:
 - audio cassettes,
 - CDs (please specify track),
 - DVD or VHS tape (please cue to start and indicate end time),
 - slides or photos,
 - writing samples

Every effort will be made by the jury to give each application full consideration. Please limit your support material to a total review time of approximately 10 minutes.

Applicants may also submit reviews and/or letters of support to a maximum of five pages.

V. Successful applicants will be required to provide the following:

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 the completed last column of Attachment 1-Project Budget Form and a detailed description of the project including any variance from what was described in the application.
2. Recipients of this grant program are required to acknowledge the support of both the City of Edmonton and the Edmonton Arts Council.

The Freedom of Information and Protection of Privacy Act (FOIP) regulates the collection and disclosure of personal information by municipalities and municipal boards and agencies. The privacy of personal information requested in the Community Investment Grant applications is protected by the FOIP Act. Aggregate information about programs funded through Community Investment Grants may be compiled and reported.

2010 Community Investment Program Project Grant for Individual Artists

Purpose

Project Grants for Individual Artists are intended to support the creation, development, curation, exhibition or production of work in any art form by an individual artist. Collaborative projects involving more than one artist will be considered. Grants may be used to cover living allowances while carrying out the project, research, development or material costs, workspace rental, costs related to public presentation or travel costs directly related to the project. Grants cannot be retroactive and cannot be applied to activity undertaken prior to the application deadline.

Project grant funding is not intended:

- for projects that focus on capital expenditures unless the expenditures are integral to the artistic process
- for endowment purposes
- for formal education or training that would result in a diploma or degree
- for projects or programs that primarily benefit an organization or institution rather than an individual artist.

Eligibility

To be eligible, an individual artist must be an emerging or established professional artist who resides in the City of Edmonton*, has completed training, an apprenticeship or a recognized body of work in an arts discipline and meets the requirements of one or more of the following:

- is dedicated to the professional practice of the art, as 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.

*Applicants must have lived in Edmonton for at least 12 months at the time of application. The EAC reserves the right to ask for proof of Edmonton 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.

Assessment

All applications will be evaluated by a Peer Jury appointed by the Edmonton Arts Council. That jury will include up to seven persons representing dance, theatre, music, literary arts, visual arts, media arts and multidisciplinary arts. The Jury Chair shall be an EAC Board member appointed by the EAC. The Jury will make recommendations to the Board of Directors of the Edmonton Arts Council who will then make Community Investment Program Individual Artist Project Grant recommendations to the City of Edmonton.

Evaluation Criteria

The Peer Jury will base their grant recommendations on their assessment of the proven or potential merit of the application. In determining merit, the Jury will use the following evaluation criteria:

- the extent to which the project contributes to the development of the artist
- the extent to which the project contributes to an art form or an artistic process
- the extent to which the project contributes to the Edmonton community
- the capacity of the applicant to achieve the artistic goals of the project
- the appropriateness of the project budget.

Level of Support

Funds available in the Community Investment Program Individual Artist Project Grant are limited. Grants may be awarded, subject to availability of funds to a maximum of \$25,000, inclusive of GST.

Application Process

Completed applications for a Community Investment Program Individual Project Grant must be received at the Edmonton Arts Council, Prince of Wales Armoury, 2nd Floor, 10440 108 Avenue, Edmonton, AB T5H 3Z9 no later than July 1st. Incomplete or late applications will not be considered.

Release of Funds

Grants of \$10,000 or less will be allocated in full upon approval of City Council. Grants in excess of \$10,000 will be allocated on the following basis: \$10,000 upon approval of City Council and the remainder upon receipt of an interim report.

Final Reporting

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 the completed Attachment 1.

Acknowledgement of Support

Recipients of this grant program are required to acknowledge the support of both the City of Edmonton and the Edmonton Arts Council.

For more information about the Community Investment Program, please contact Sally Kim at 780-424-2787 xt 226 or skim@edmontonarts.ca

2010 Community Investment Program Project Grant for Individual Artists

Attachment 1 - Project Budget Form

Production Expenses	Projected	Actual <i>(complete and submit with final report)</i>
Professional fees for artists	\$	\$
Fees for support workers	\$	\$
Materials (eg. paint, printed music, blank media)	\$	\$
Studio rentals (if applicable)	\$	\$
Other (specify)	\$	\$
Other (specify)	\$	\$
Other (specify)	\$	\$
A) Total Production Expenses	\$	\$

Presentation Expenses	Projected	Actual <i>(complete and submit with final report)</i>
Hall/gallery rental	\$	\$
Fees for technicians	\$	\$
Equipment rental	\$	\$
Front of house/box office support	\$	\$
Marketing/Promotion	\$	\$
Other (specify)	\$	\$
B) Total Presentation Expenses	\$	\$

Other Expenses	Projected	Actual <i>(complete and submit with final report)</i>
Artist Subsistence	\$	\$
Administration	\$	\$
Other (specify)	\$	\$
Other (specify)	\$	\$
C) Total Other Expenses	\$	\$

Total Expenses	Projected	Actual <i>(complete and submit with final report)</i>
D) (A+B+C)	\$	\$

**2010 Community Investment Program Project Grant for Individual Artists
Attachment 1 - Project Budget Form**

Revenues	Projected	Actual <i>(complete and submit with final report)</i>
EAC Project Grant for Individual Artist	\$	\$
Alberta Foundation for the Arts	\$	\$
Canada Council for the Arts	\$	\$
Other grant(s) (specify)	\$	\$
Ticket sales/admissions	\$	\$
Other (specify)	\$	\$
Other (specify)	\$	\$
Other (specify)	\$	\$
Other (specify)	\$	\$
Other (specify)	\$	\$
E) Total Revenues	\$	\$

Summary	Projected	Actual <i>(complete and submit with final report)</i>
Total Expenses (Box D)	\$	\$
Total Revenues (Box E)	\$	\$
Surplus (Deficit)	\$	\$

Note: This Project Budget Form serves as a guideline. Not all categories will apply to your project. For questions or assistance with this portion of your application, please contact Sally Kim at 780-424-2787 xt 226 or skim@edmontonarts.ca.