

2011 Community Investment Program MicroGrant Program

Sometimes timing is everything.

We know that Edmonton's artists find and make opportunities to engage in valuable projects all the time. We also know inspiration has an energy of its own, and doesn't always wait around for the next grant deadline. And sometimes, that spark may be only one small investment away from reality.

The MicroGrant Program gives the EAC a new way to invest in the success of Edmonton arts and artists. With no set deadlines for applications and amounts up to \$1,000 available, a MicroGrant enables you to respond to opportunities quickly, and to give life to projects that are just a boost away from take-off.

(Please note that this is a pilot program that will be reviewed regularly and may change without notice.)

Purpose

The MicroGrant program through the Edmonton Arts Council invests in the success of Edmonton's professional artists by providing financial support for an existing, short-term project. The intent is to provide momentum to projects that might otherwise falter for want of a small investment.

Funds can be invested in:

- an individual artist or an artist collective
- a project that has commitments and plans that are well underway
- a short-term project, or a phase of a longer-term project
- specific hard costs to improve the viability or quality of the project.

Funds will not be invested in:

- a project currently supported by another EAC grant
- tuition, lessons, subsistence or travel
- equipment purchases or other capital costs
- a project associated with an organization, presenter or festival.

Support from this program still leaves it open for you to make a profit from your project if you can.

Eligibility

Applicants (and members of a collective) must:

1. be an adult who has been a resident of the City of Edmonton for at least one year
2. not be in arrears with the City of Edmonton at the time of application
3. have no overdue Edmonton Arts Council final reports.

Level of Support

Funds are usually limited so grants are not guaranteed. Proposals will be accepted as long as funds are deemed available by the Edmonton Arts Council.

Grants will be awarded:

- normally to a maximum of \$1000
- to an individual or collective once annually.

Assessment

Edmonton Arts Council staff review applications and refer them to a committee from the Edmonton Arts Council Board of Directors for final decision.

Evaluation Criteria

In making MicroGrant decisions, the EAC is guided by the following criteria:

- the potential impact of the grant on the quality or viability of the project
- the project's potential benefit to the applicant's practice or career
- the project's potential benefit to the Edmonton arts community and/or engagement with Edmonton audiences
- the degree to which the project has planning and commitments in place
- the degree to which the applicant's previous record of activity and achievement demonstrates that they warrant public support (this may include meeting the EACs definition of professional artist).

Application Process and Format

We encourage you to contact the Edmonton Arts Council grants staff for guidance before you submit your proposal.

Applications must be submitted at least 45 days before the project's completion.

Your application package must include the following:

1. A completed and physically signed one-page application form.
2. A proposal letter (no more than two pages long) that provides a summary of the project, describes how you will use the grant, and explains what impact the grant will have on the success of the project. You will also need to include an overview of the anticipated costs and revenue sources of the project.
3. Some background about yourself as an artist
This could be a formal resume or simple narrative overview of your past artistic activities. You may reference web-based resources to show prior work. Two pages, max.
4. Support material
Support material is not required but can help in the assessment of the proposal. You may attach relevant support material such as a letter of reference, a commitment from a venue, or any other support that may be applicable.

If required, EAC staff may contact applicants for further detail or support materials.

Reporting

Successful grant recipients must submit a short summary report indicating the outcome of the project and how the funds were spent when the project is complete.

For more information about the MicroGrant program, please contact Stephen Williams at 780-424-2787 xt225 or swilliams@edmontonarts.ca.

2011 Community Investment Program MicroGrant Application Form

This program has no fixed deadlines and is open until funds are expended, or at the discretion of the Edmonton Arts Council. Complete applications must be received in the office of the Edmonton Arts Council at least 45 days before the project's completion. Complete, physically signed and scanned applications in one standard PDF file may also be delivered by email to grants@edmontonarts.ca or on CD.

I. General Information

Name of Applicant

Primary Contact (if the applicant is a collective)

Address Postal Code

Telephone Fax

Email Address

Project Start Date / End Date

One sentence project description

II. Declaration of Applicant

In making this application, we the undersigned applicant or representative of the applicants, 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 collective named on this page with its full knowledge and consent; the applicant or collective meets all of the criteria of fundamental eligibility to apply for a City of Edmonton Community Investment Program MicroGrant through the Edmonton Arts Council.

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

Signature of Applicant