



2021 Edmonton Arts Council Investment in Organizations

Introduction

The Edmonton Arts Council’s work is guided by [Connections & Exchanges: A 10-Year Plan To Transform Arts and Heritage In Edmonton](#). The Ambitions, Aims and Actions outlined in the plan are driving the EAC’s approach and decision-making in the renewal and retooling of its investment programs. The EAC Board is committed to supporting the arts community in these uncertain times through targeted investments. EAC will make investments to sustain operations, foster artistic and organizational resilience and facilitate dialogue to build organizational innovation and readiness for a gradual return to a wide range of artistic activities.

As the EAC builds structures and makes investment decisions for organizations, we are guided by the following Aim from Book 4 of *Connections & Exchanges*:

New and existing arts and heritage organizational capacity enables innovation and builds resilience in the sector.

The work to build new investment and support structures was underway before the COVID-19 pandemic. That work has been disrupted and changed, as has the work undertaken by the organizations that do the arts and festival work in our community.

In response to the current need to balance stability and flexibility, as well as looking forward to the future envisioned in *Connections & Exchanges*, the Edmonton Arts Council’s plan to support Arts and Festival organizations for 2021 is based on three pillars:

Sustain

Investments for the immediate, short term support of organizations to help maintain their *existing capacity*.

Activate

Investment to support organizations striving to *build resilience* through relevant arts, festival, and celebratory events, including programming in 2021 when possible.

Invent and Adapt

Tools, resources, and potential investments to enable innovation around organizational structures, governance and business models for the future.

The Sustain and Activate pillars are both related to investments in organizations in the short- and medium-term. Those processes are described later in this document, including guidelines, dates, and requirements.

The Invent and Adapt pillar will require the active engagement of organizations with the Edmonton Arts Council through meetings, virtual events, and shared work over the coming months and years.

2021 SUSTAIN and ACTIVATE

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Eligibility

Organizations seeking and receiving support from the EAC must work in the City of Edmonton, to the benefit of Edmontonians.

Only organizations with a history of annual operating support from the EAC (most recently Transitions Operating 2020) will be eligible to submit to the 2021 Sustain stream. Organizations that have received other types of support should contact the EAC to discuss eligibility.

Some organizations will only be eligible to apply for a 2021 Activate investment, including new applicants.

Please review each program's specific guidelines, and discuss with the EAC staff to clarify any eligibility questions before starting your application.

Organizations that have historically received more than one operating grant can expect the EAC to pursue amalgamation as part of this process.

Level of Support

Working towards the future outlined in *Connections & Exchanges*, the Edmonton Arts Council needs to balance stability and flexibility when making investments in organizations in 2021.

The wide range of circumstances at play means it is not possible to project the total level of support to any one organization in advance.

Organizations eligible to submit to the Sustain program that have demonstrated reasonable due-diligence in 2020, such as holding an AGM, having regular board meetings, and/or taking other steps to ensure the future viability of the organization, can expect a minimum of 50% of their 2020 operating grant amount. They will also be able to apply to Activate for further support if they intend to be active in 2021.

The combined 2021 investment level in any one organization through Sustain and Activate will be guided by factors that include the organization's 2020 grant amount(s), as well as the assessments outlined as part of the Activate process.

Applicants may be classified by type, size, or other factors that will inform those calculations.

Process

Each submission, application, review and assessment process is described separately in the sections that follow.

All points of assessment, review, and decision making will also consider the four principles that underpin the *Connections & Exchanges* plan:

- Inclusivity that reflects the diverse values of the communities in Edmonton;
- Leadership, excellence and innovation in the arts and heritage communities;
- A collective civic responsibility for arts and heritage;
- Strengthened economic security for arts and heritage.

(Connections and Exchanges – Book 1, Page 42)

In all cases the Edmonton Arts Council's Grants Review and Transitions committee will provide oversight and input. Every effort will be made to resolve issues to the benefit of the applicant.

Overview (Page 2 of 2)

Required Information

Applicant organizations will be required to provide the following information at their first submission to either [2021 Sustain](#) or [2021 Activate](#).

All information will be delivered via eacawards.fluidreview.com.

When organizations are already users of CADAC, the EAC will also accept data from that system.

All Applicants must be prepared to provide at least:

- A statement of the organization's mandate, goals, and/or vision.
- Most recent annual documents (AGM minutes, approved financial statements, annual return, bylaws if applicable).
- Current financial information, such as an interim statement dated within the past 30 days.
- List of Board members / staff/contract positions.
- Material that shows evidence that the organization has:
 - Taken steps to preserve its ongoing existence, regardless of activity levels or financial circumstances – for example, holding an AGM, and actively communicating with your stakeholders.
 - Engaged governance, such as a board and senior staff team that meets regularly to consider and plan for the future for the organization.
- A very brief summary of the work of the organization in 2020, including changes the organization has had to undertake in programming, financial operations, organizational structure, and personnel.
- Responses to data-gathering and statistical survey questions included in the online application process.

Reporting and Engagement Requirements

Organizations that receive [2021 Sustain](#) and/or [2021 Activate](#) investment must demonstrate ongoing planning and engagement in 2021.

This will include participation in the Edmonton Arts Council's planned [2021 Invent and Adapt](#) work, which will encourage the building of new capacity, resilience and organizational innovation as the community builds for the future.

2021 SUSTAIN

Specific Guidelines, requirements and timelines (page 1 of 2)

Purpose

2021 Sustain invests in organizations with an established history of annual Operating grant support from the EAC, to provide a degree of support that is not dependent on activity or assessment in light of the challenges presented by COVID-19.

The intent is to assist organizations with ongoing costs, in particular related to engagement of artists and arts professionals. This baseline investment will help maintain organizational capacity through this irregular period.

Who Can Apply?

Applicant organizations must have received regular, annual Operating grant support from the EAC.

Applicants must be a registered non-profit organization that pursues a primary mandate in arts or festival work. Organizations must undertake their work primarily in Edmonton, or have a history of significant activity in Edmonton when they also work elsewhere.

Organizations may not be eligible for 2021 Sustain if they:

- Are new applicants that did not receive an operating grant from the EAC in 2020.
- Do not have mandates directly related to arts or festival activity.
- Present occasional or concentrated activity such as a one-day celebration on a largely volunteer organizational basis.
- Are in arrears with the City of Edmonton at the date of application.
- Have outstanding final reports for previous Edmonton Arts Council support.

Organizations should contact the EAC in advance to discuss questions of eligibility.

Level of Support

Sustain investment amounts will be calculated based on grant(s) provided to the applicant by the EAC in 2020. Applicants may be classified by type, size, or other factors that will inform those calculations.

Application does not guarantee a grant or a specific amount.

Organizations eligible to submit to the Sustain program that have demonstrated reasonable due-diligence in 2020, such as holding an AGM, having regular board meetings, and/or taking other steps to ensure the future viability of the organization, can expect a minimum of 50% of their 2020 operating grant amount. They are also able to apply to Activate for further support if they intend to be active in 2021.

Timelines and Process

The deadline for 2021 Sustain submissions is **December 1, 2020**.

Payments are anticipated by mid-March 2021.

The EAC will consider a request to change the payment timeline to accommodate specific organizational needs.

Application materials will be reviewed by the EAC staff. In some cases, more information may be requested from specific applicants.

Concerns or questions will be brought to the EAC's Grants Review and Transitions committee, and

Specific Guidelines, requirements and timelines (page 2 of 2)

every effort will be made to resolve issues to the benefit of the applicant.

Investment amounts will be based on a calculation and framework that is not based on an assessment of merit.

Investment amounts will be reviewed by the EAC Board, and may need to be ratified by Edmonton City Council.

Submission

Applicant organizations will be required to submit the required information listed in other parts of this document. There are also statistical and data-gathering questions about the work of the organization in 2020.

All information will be delivered via eacawards.fluidreview.com. When organizations are already users of CADAC, the EAC will also accept data from that system.