

What types of projects does the Arts Fund Grants support?

The Region of Waterloo Arts Fund supports innovative art projects with the potential to lead to artistic growth for the applicant and cultural development within our Region. In your application, describe how your project promotes your artistic growth, and is different from your usual activities. Inspire us with your vision!

The Arts Fund welcomes applications from individuals, collectives and not for profit organizations with projects that will “make art happen” in Waterloo Region. We support all arts disciplines, including performing arts (theatre, music, dance), visual arts, film/video/media, literature and interdisciplinary and community arts.

Evaluation Criteria

The Arts Fund Board assesses applications in three areas: artistic vision, impact and engagement, and viability.

Successful applicants will describe how they meet **as many of these criteria as possible** within the scope of their project:

1. **Artist Vision**
 - The applicant clearly articulates the vision for the project
 - Artist clearly describes how this project fits into their existing body of work
2. **Impact and Engagement**
 - Project contributes to the professional growth and development of the applicant
 - Potential opportunities for community engagement with the results of the project (if applicable)
 - Project might provide intrinsic benefits to other artists in the Region or the community at large
3. **Viability**
 - Project work plan and budget reflect the vision of the project and are reasonable, realistic and well thought through
 - Artists contributing to the project are appropriately paid
 - A clear plan to obtain other funds, if needed, is articulated and realistic
 - Capacity for completing the project is evident

Who is eligible to apply for a Grant?

Individuals, collectives and not-for-profit organizations practicing in any arts discipline, and living and/or working primarily in Waterloo Region, are eligible to apply for an Arts Fund grant. Applicants must be in good standing with the Arts Fund with no current or active projects/grants. Applicants whose Final Report is still outstanding, or who have other grant-related issues, may not be eligible to apply for a new grant.

If you are a past or current Arts Fund grantee and need clarification about your eligibility status, please contact the Arts Fund directly at info@artsfund.ca .

The Arts Fund accepts applications from:

Individual artists:

- 18 years of age or older
- Legally entitled to be or remain in Canada
- A resident of Waterloo Region (or who works primarily in the Region)
- In good standing with the Waterloo Region Arts Fund with no active or outstanding projects or reports

Unincorporated not-for-profit organizations or collectives:

- The majority of members of the ensemble, collective, or collaboration must meet the individual artists eligibility criteria (above)

Incorporated not-for-profit organizations:

- Registered as a not-for-profit corporation federally or provincially, and are in good standing with the Waterloo Region Arts Fund for at least one year prior to the deadline
- Governed by a volunteer board
- The majority of its members live or work in the Region of Waterloo
- That operate at arm's length from municipalities, commercial enterprises or educational institutions
- That demonstrate commitment to fiscal responsibility

Ineligible applicants

- Municipalities
- Commercial enterprises
- Educational Institutions

Previous grant recipients must have met the Grant Agreement and reporting requirements related to their previous grant(s) in order to be eligible to apply for new funding – this includes the submission of a Final Report that has been reviewed and approved by the Arts Fund.

Only one (1) application per granting round is permitted. The Arts Fund accepts funding requests from applicants for only one (1) project at a time.

Eligible Expenses

The Region of Waterloo Arts Fund offers funding for innovative projects that inspire the board with their vision and their feasibility. Applicants may apply for up to 100% of **eligible expenses** directly related to carrying out the project.

The Arts Fund encourages applicants to seek multiple sources of funding to maximize the impact of the project. In addition, the Arts Fund has a limited annual grant budget and, as such, may not be able to approve an applicant's full funding request. The average grant amount approved is \$5,000.

Project related eligible expenses may include, but are not limited to:

- Artist and technician fees associated with creation, production and distribution
- Equipment or space rental
- Promotion and publicity of the project
- Transportation and accommodation
- Royalties
- Administration and contract fees

Ineligible Expenses:

- Ongoing and operating costs of the organization (e.g. core staffing, office expenses, rent, insurance)
- Costs associated with core program offerings, the applicant's usual activities or regular presentation seasons
- Projects or events with recurrent, unvarying, definitive components (e.g. a theatre company or gallery promoting its upcoming season)
- Expenses for activities incurred prior to the application submission, including grant writing fees

The Arts Fund does not fund:

- Projects / project activities retroactively
- Core programming
- Capital projects such as buildings, property, capital development and facility construction or renovations, or expenses for capital purchases
- Goods or services for personal use
- Organizational marketing or promotion
- Organizational planning and development
- Fundraising
- Educational programs and instruction, recreational training projects
- Artistic activities or projects undertaken in order to fulfill a credit or thesis requirement

Region of Waterloo Arts Fund Grant Application Guidelines

- Projects in which art-making is incidental or secondary to other aspects of the project, where the primary goal of the project is, for example, commercial, therapeutic, or social in nature
- Artistic production originating outside Waterloo Region

When is the best time to apply?

The Arts Fund does not fund projects retroactively. Grants cannot be applied to activity started ahead of the application deadline and before the granting decision date. Spring round applicants receive adjudication notification by the end of June, and Fall round applicants by the end of December.

Since projects must occur within 12 months of receiving a grant, choosing to make a grant application to an earlier round will ensure that grant timelines and deadlines are met.

For detailed timelines and application deadlines, visit the Arts Fund website:

www.artsfund.ca

How do I apply for a grant?

As of Fall 2020, all applications to the Arts Fund will be submitted via a single-stage online application portal. A link to the online portal is posted on the Arts Fund website.

The link to the online portal will be live only during the application timeline window. The portal will not be accessible after the application deadline.

When you submit an application, your personal information will be shared, in confidence, with the Region of Waterloo Arts Fund volunteers and employees of the Regional Municipality of Waterloo.

The names of successful applicants and details about their projects, including the amount awarded by the Arts Fund, are made available to the public. A News Release containing these details is sent to local media after each granting round to acknowledge successful grantees. Questions regarding the collection and use of personal information by the Arts Fund can be directed to info@artsfund.ca.