

# ARTS IMPACT GRANT

## PROGRAM GUIDELINES 2025/26

### Program Summary

---

**Applications – Open:** February 26 | **Close:** April 9 | **Results Expected:** Last week of July

**Who Can Apply:** Arts and Culture Organizations, Arts or Curatorial Collectives, Indigenous Governments, Indigenous Community Organizations, and Book Publishers.

See details in [Who Can Apply](#) section.

**Program Purpose:** Grants are intended to provide flexible funding for a specific project or group of related **activities** that will provide the most meaningful impact to an organization, artistic practice, or community.

**Scoring Guide:** [This document](#) will help you to understand and address the program and BC Arts Council funding priorities. Assessors will refer to this guide as they review your application.

**Maximum funding amount:** \$30,000

**Next Intake:** This grant program is expected to open again in 2026. A [Grant Program Calendar](#) showing our annual grant program schedule is available on our website.

### Acknowledgement

---

The BC Arts Council acknowledges it carries out its work on the land of Indigenous nations throughout British Columbia. We pay our respects to the Elders and Knowledge Keepers, past and present, descendants and custodians of these lands and waters. We are grateful for the continuing relationships with Indigenous people that develop through our work together. We acknowledge and raise our hands to the ləkʷəŋən (Lekwungen) people, known today as the Songhees and Esquimalt Nations, on whose lands we operate our main office.

## Table of Contents

---

|   |           |
|---|-----------|
| <b>GRANT CATEGORIES.....</b>                                | <b>3</b>  |
| Exclusions - What Will Not Be Funded .....                  | 4         |
| <b>WHEN AND HOW TO APPLY .....</b>                          | <b>4</b>  |
| Accessibility Support.....                                  | 5         |
| Grant Amounts.....  | 5         |
| Required artist compensation within project activities..... | 6         |
| <b>WHO CAN APPLY .....</b>                                  | <b>6</b>  |
| Organization Applicants.....                                | 6         |
| Arts Or Curatorial Collective Applicants.....               | 7         |
| Ineligible Applicants .....                                 | 8         |
| <b>WHAT IS NEEDED FOR THE APPLICATION .....</b>             | <b>9</b>  |
| Support Material .....                                      | 9         |
| Online Profile Updates Required from Collectives .....      | 10        |
| Online Profile Updates Required from Organizations .....    | 10        |
| Financial Statements Required from Organizations .....      | 11        |
| <b>ASSESSMENT CRITERIA – HOW DECISIONS ARE MADE.....</b>    | <b>12</b> |
| Designated Priority Groups .....                            | 13        |
| Assessment Process .....                                    | 13        |
| Notification of Results and Feedback.....                   | 13        |
| <b>PAYMENT OF GRANTS.....</b>                               | <b>13</b> |
| Final Reports.....  | 14        |
| Confidentiality of Information .....                        | 14        |
| <b>CONTACT US. WE ARE HERE TO HELP .....</b>                | <b>14</b> |
| <b>ABOUT THE BC ARTS COUNCIL .....</b>                      | <b>15</b> |
| <b>ARTS IMPACT GRANT: APPLICATION CHECKLIST .....</b>       | <b>16</b> |

## Grant Categories

---

Applications will be assessed in one of the following three categories:

### 1. Foundational Impact - Capacity Building, Sustainability, and Transformation

Supports activities leading to organizational strength and stability. Examples may include but are not limited to:

- Creating or expanding leadership, and staff positions
- Board or staff training and development
- Strategic planning and policy development
- Emergency preparedness initiatives
- Sustainability practices or environmental initiatives
- Activities that may positively transform an organization's operations

### 2. Community and Sector Impact - Connecting and Engaging

Supports connection with community. Examples may include but are not limited to:

- Audience and outreach including marketing initiatives and website development
- Youth engagement initiatives
- Inter-community networking and engagement
- Presentation, or exhibition of work in the applicant's own community or in communities less than 80 km from the applicant's home base\*\*
- Sector development or shared-service projects delivered by coalitions or arts service organizations

### 3. Artistic and Cultural Impact - Creating and Producing

Supports the development, creation, or production of work or exhibitions that will make an impact on the organization, artistic practice, or community. Examples may include but are not limited to:

- Development, creation, or revision of work through:
  - Research and development
  - Commissions or residencies
  - Workshopping or creative collaboration
- Creation of digital programming and/or the digitization of artistic and cultural works for the purposes of dissemination and greater access.
- Translation of literary, dramatic, other written artistic works, critical arts writing, or public programming materials originally created by B.C. artists, arts practitioners, and arts and culture organizations, for the purposes of publication, presentation, or greater access.
- Integration of environmentally sustainable materials, methods, or practices.

You must choose one of these three categories. Choose the category that best describes the **impact** of your project.

\*\* Circulation and touring activities over 80 km from the applicant's homebase are not eligible for this program. Funding for these activities may be available through the [Arts Circulation and Touring](#) Grant. See the Arts Circulation and Touring program guidelines for details.

## Exclusions - What Will Not Be Funded

### Grants are not available to support:

- Project phases or activities that begin before the intake closing date.
- Project or budget deficits or contingency funds, and loan repayments.
- [Capital expenses](#) (construction, renovation, or significant purchases of property or equipment). You can request up to \$2,500 for directly related equipment. Consumable supplies such as ink, paint, or paper are also eligible.
- Feasibility studies, start-up costs, or seed money.
- Projects or activities that are not based upon artistic or curatorial decision making, or where arts and culture is not the primary focus.
- Activities that require payment from artists to participate.
- Touring or travel expenses for presentation or circulation more than 80 km away from the applicant's home base. Funding for these activities may be available through the [Arts Circulation and Touring](#) Grant.
- Fundraising activities.
- Contests and competitions, except if competition is integral to the art form or cultural practice, for example: hip-hop and street dance, poetry slams, powwows.
- Conferences and conventions; family, religious, anniversary, or community celebrations.
- Podcasts and radio programming not embedded within established artistic practice or specifically dedicated to the dissemination of artistic works.
- Subsistence to artists or arts and cultural practitioners.
- Costs of producing commercial recordings or demo reels.
- Projects where arts therapy, health, or therapeutic work is the primary focus or outcome.
- Elementary or secondary curriculum-based activities or projects related to continuing education or post-secondary programs at educational institutions.
- Projects or activities that are primarily intended for or focused within creative industries or the commercial sector (with the exception of book publishers), including architecture, commercial fashion design, commercial film and television, commercial music activities, culinary arts, games, sports, recreation, mass media, journalism, podcasts, graphic design.
- Projects or activities already funded through other BC Arts Council grant programs.
- Projects or activities funded with BC Arts Council funds received through third-party delivery partners: ArtStarts, First Peoples' Cultural Council, BC Live Performance Network, Creative BC.

## When and How to Apply

---

Submit your application through the [online grant system](#).

**Applications will be accepted until 11:59 p.m. (Pacific Time) on Wednesday, April 9, 2025.**

You may submit only one application to this grant program per intake.

### New applicants:

- Register and create a profile in the online system to access the online application. Instructions are on our website: [How to Apply Online](#).
- We recommend you register at least 2 weeks before the application closing date.
- **Additional information may be requested in order to process registration requests. Register early to avoid delays.**

- It may take up to 5 business days after we have received all required documents to process your registration request.
- You will receive an email when your registration request is approved. Once approved, you will be able to create your profile and access the online application.
- Add the email address **NoReply@BCArtsCouncil.ca** to your safe senders list and check your spam folders.

**To add a new contact or association to your organization:**

- See [How to Apply](#) online. Requests may take up to 5 business days to process and approve.

**All applicants:**

- Once you are registered in the online system, you will be able to access the application.
- Closely review these guidelines to ensure your organization or collective is eligible to apply. If you have questions, contact a Program Advisor.

**Registration questions?** Contact [BCArtsCouncil@gov.bc.ca](mailto:BCArtsCouncil@gov.bc.ca) or 250-356-1718 for registration assistance. The BC Arts Council office hours are 8:30 a.m. to 4:30 p.m., Monday to Friday.

### Accessibility Support

Organizations with a primary purpose to serve D/deaf or disability arts practices, or collectives led by individual artists or arts and cultural practitioners who self-identify as D/deaf or experiencing disability, may be eligible for the BC Arts Council's accessibility programs.

[Application Assistance](#) pays for support services for creating and submitting grant applications.

[Access Support](#) provides funding to support access costs associated with a project funded by a BC Arts Council grant.

These programs do not provide funding for audience accessibility or day-to-day access costs outside the scope of a project. Accessibility requests are confidential and will not be part of the assessment panel's evaluation of a grant application.

For more information or to request assistance, contact:

**Clayton Baraniuk, Accessibility Coordinator at 250-978-9839 or [Clayton.Baraniuk@gov.bc.ca](mailto:Clayton.Baraniuk@gov.bc.ca)**

Find out more about accessibility supports online at [BCArtsCouncil.ca/accessibility](https://BCArtsCouncil.ca/accessibility).

### Grant Amounts

Maximum funding amount is **\$30,000**. The request may be up to 100% of the total budget.

**The purchase of directly related equipment up to \$2,500 is allowed.**

You are encouraged to submit a realistic budget outlining the funds required to feasibly carry out the project.

BC Arts Council intends to support successful applications at 100% of the request. However, in some cases, grants may be awarded for less than requested. BC Arts Council grant programs are highly competitive, and we are not able to support all eligible projects. Success rates in BC Arts Council grant programs are generally between 20% to 40%. Visit the [BC Arts Council Grant Recipients](#) page to review a list of previously successful applicants and the range of previous grants for this grant program.

### Required artist compensation within project activities

Eligible projects must include appropriate payment to the artists, arts and cultural practitioners, and other members of the project team engaged in the proposed activities. At a minimum, payments to artists should align with project and community contexts or industry standards as applicable (for example, be consistent with recommended rates set by an arts service organization, professional association, or by established practitioners within the field of practice). Payment structures that are not guaranteed, or that risk low or non-payment to artists and other practitioners, do not meet this compensation requirement (for example, commission-based sales of artworks, percentage of door sales).

Applicants can determine compensation to Elders and Knowledge Keepers according to community context and appropriate protocols. Applicants should describe in their application the approach used to determine fair compensation rates.

**RESOURCE:** The First Peoples' Culture Council [Working with Elders](#) document was developed as a free resource to support anyone interested in engaging with Elders and Knowledge Keepers.

### Who Can Apply

---

All applicants are encouraged to discuss eligibility with a Program Advisor before applying. Applications that do not meet eligibility criteria will not be forwarded for assessment. To be eligible, organizations must be one of the following applicant types.

#### Organization Applicants

**To be eligible for the Arts Impact Grant, organizations must be:**

- An **arts and culture organization** registered and in good standing as a non-profit society or community service co-op in B.C. for at least one fiscal year prior to application with:
  - The majority of key staff (paid or volunteer) and board members based in B.C.
  - Creative control and decision making for programming and engagement primarily maintained within the organization and by leadership based in B.C.
  - A purpose or mandate dedicated to arts and culture programming and activities

**OR**

- A purpose or mandate to provide services to the arts and culture sector in B.C.
- Operations and activities that reflect this dedicated purpose or mandate.

**OR**

- An **Indigenous (First Nations, Métis, Inuit) community organization** registered and in good standing as a non-profit society or community service co-op in B.C. for at least one fiscal year prior to application with:
  - The majority of key staff (paid or volunteer) and board members based in B.C.
  - A commitment to offering regular arts and culture activities.

**OR**

- An **Indigenous (First Nations, Métis, Inuit) government** in B.C. that offers regular arts and culture activities.

**OR**

- An **arts and culture organization** operated by a local government in B.C. for at least one fiscal year prior to application, that:
  - Maintains an ongoing, arm's length, community-based board of management or advisory structure that sets policy for the organization's programs and services.
  - Holds a dedicated programming space and has at least one dedicated staff person in an artistic, curatorial, or administrative leadership position who is responsible for programming and engagement.
  - Offers ongoing public programming by experienced arts and cultural practitioners.
  - Primarily operates with autonomy, holding creative control and decision making for programming and engagement within the organization, with separate financial records for operations. See Financial Statement Requirements section below for more details.

**OR**

- An **arts and culture organization** operated by a public post-secondary institution in B.C. for at least one fiscal year prior to application, that:
  - Holds a dedicated programming space and has at least one dedicated staff person in an artistic, curatorial, or administrative leadership position who is responsible for programming and engagement.
  - Offers ongoing public programming by experienced arts and cultural practitioners, the majority of which is not programming of faculty or student works.
  - Primarily operates with autonomy, outside of curriculum, holding creative control and decision making for programming and engagement within the organization, with separate financial records for operations. See Financial Statement Requirements section below for more detail.

**OR**

- A **book publisher** or **literary periodical publisher** that meets the eligibility requirements for BC Arts Council's [Project Assistance: Literary Arts](#), [Operating Assistance: Literary Arts](#), or [Operating Assistance: Book Publishers](#) program.

**An eligible organization must also:**

- Provide public arts and cultural programming (or service to the arts and culture sector) in B.C. as a primary activity and have done so for a minimum of one year before the intake closing date.
- Provide programs that benefit the community at-large and not solely the interests of its nonprofit society members.
- Engage skilled artistic, curatorial, and administrative leadership (volunteer or paid) for project or service delivery.
- Fairly compensate artists, arts and cultural practitioners, technicians, Elders, and Knowledge Keepers. Compensation must align with project and community contexts and industry standards within the field of practice.
- Follow international intellectual property rights standards and cultural ownership protocols.
- Follow the [Criminal Records Review Act](#) which requires that people who work with or may have unsupervised access to children or vulnerable adults must undergo a criminal record check by the [Criminal Records Review Program](#).
- Not have any overdue final reports on previous BC Arts Council grants.

**Arts or Curatorial Collective Applicants****To be eligible for the Arts Impact Grant, an Arts or Curatorial Collective must:**

- Be established and readily identified as a collective of a minimum of 3 independent artists, curators, or arts and cultural practitioners who are active in their field of practice and who meet the criteria below. NOTE: The collective may include additional members who do not meet the criteria below as long as at least 3 eligible core members have been identified and meet the following:
  - Have a minimum of two years of professional practice in their field, following basic training, with roles that hold creative control of projects.
  - Have a demonstrated body of previous work as an individual practitioner, including at least one public presentation of work for which an artist fee or equivalent was received.
  - Be a Canadian citizen or Permanent Resident.
  - Have been a resident of B.C. for at least 12 months immediately prior to the application deadline, and ordinarily reside in B.C. See [Determining B.C. Residency page](#).
- Have a demonstrated history of creating or presenting work as a collective and have a clear commitment to a current practice. At a minimum, the collective must have:
  - A demonstrated body of previous work by current members of the collective.
  - At least one public presentation of work by the current collective, for which artist fees or equivalent were received.
  - Intention to continue working together with current members as a collective on future projects.
- Apply under the name of an individual member of the collective who acts as the key contact person and is listed as the submitting representative or “Primary Contact” within the online grant system. **If the application is successful, this person will:**
  - Be responsible for submitting the final report.
- Designate a member of the collective as Payee who is registered with an Individual Practitioner account. Their name and email address (that is associated with their system account) must be listed in the application. **If the application is successful, this person will:**
  - Receive payment of the grant on behalf of the collective.
  - Be issued a T4A for the full grant amount.

**An eligible Arts or Curatorial Collective must also:**

- Engage skilled artistic, curatorial, and administrative leadership for project or service delivery.
- Not be applying on behalf of the activities of a for-profit business.
- Fairly compensate artists, arts and cultural practitioners, technicians, Elders, and Knowledge Keepers. Compensation must align with project and community contexts and industry standards within the field of practice.
- Follow international intellectual property rights standards and cultural ownership protocols.
- Follow the [Criminal Records Review Act](#) which requires that people who work with or may have unsupervised access to children or vulnerable adults must undergo a criminal record check by the [Criminal Records Review Program](#).
- Not have any overdue final reports on previous BC Arts Council grants.
- Provide programs that benefit the community at-large and not solely the interests of the collective’s members.

**Ineligible Applicants**

The following organizations are not eligible to apply for this grant:

- Private or for-profit entities (except in the case of for-profit book publishing companies).



- Member-funded societies.
- Social service organizations
- Educational institutions
- Local governments
- Industrial sites, archaeological sites, heritage sites or historic places.
- Organizations dedicated to archives.
- Community choirs that are attached to, or affiliated with, educational, religious, or military institutions.
- Organizations that solely operate venues or facilities without the primary purpose of artistic production or presentation.
- Collectives with less than 3 members or ad hoc collectives. These types of collectives may be eligible to apply to Individual Arts Grant programs for a collaborative project.

## What is Needed for the Application

---

You are responsible for submitting a complete application. You will not be contacted to address errors or missing requirements. Eligible applications are assessed as submitted. An application checklist is included at the end of these guidelines.

### A complete application must include:

- Details outlining the proposed activities including:
  - Summary of the proposed activities with rationale, objectives, and outcomes.
  - Description of intended impacts of the activities.
  - Project Start Date (must be after the intake closing date) and a realistic Project End Date.
  - Detailed timeline or work plan, starting after April 9, 2025.  
**Notification of results is generally 16 weeks after the intake closing date so plan accordingly if your project is dependent on this grant funding.**
  - Project Team Table, including name, responsibility, location, confirmation of participation, and 100-word biography for each person involved with the proposed activities.
- Balanced project budget. Be sure to:
  - Use the Project Budget Table provided in the application.
  - Include detailed notes for each budget line.
  - Indicate whether revenues are confirmed or pending.
  - Balance in-kind revenue with in-kind expenses.
  - Confirm that Amount Requested in the application matches the request amount in the Project Budget Table.
- Support material as listed below.

As part of our commitment to accessibility, we accept specific parts of applications in audio and sign language formats. See instructions within the application.

## Support Material

Review and follow the [Upload Requirements for Support Material](#) before uploading material.

Only submit support material that is related to your proposed activities. Do not submit any additional support material outside what is described below. Excess support material, including

multiple links to materials within a single uploaded document, will not be reviewed and may negatively impact the assessment of your application.

We recommend that you test all materials before submitting your application.

If you have any questions about support material, contact a Program Advisor.

**Support material for this application may include:**

- Letters from up to two partners or collaborators (as applicable) confirming the nature of their participation in the proposed activities (maximum two letters, one page each). **Do not include testimonials or general letters of support.**
- For projects hiring new staff, a maximum one-page job description for the position(s).
- Examples of work related to the application, **up to a maximum of:**
  - **3 images****OR**
  - **3 minutes total of video or audio**, note timecodes of specific excerpts to be viewed**OR**
  - **2 pages of critical writing or documentation.**

Submit a combination of the above types of examples to best serve your application. Total examples must not exceed the maximum amount allowed in a single format (for example, 1 image and 2 minutes of video may be submitted). Contact a Program Advisor if you have questions about the maximum amount of relevant support material.

### Online Profile Updates Required from Collectives

**Before you apply, you must update your online Organization Profile with the following:**

- Current mailing address and primary contact information.
- Shared purpose, creative goal, or mandate of your collective.
- Current list of Collective Members including name, example of previous work, place of residence, and length of time in collective.
- Completed Designated Priority Groups information section (required for funding prioritization).
- Answers in the Equity Data Tool that are relevant to your collective (required for funding prioritization). You are not required to answer every question.

### Online Profile Updates Required from Organizations

**Before you apply, you must update your online Organization Profile with the following:**

- Current list of the organization's board of directors, editorial advisory board, trustees, or board of management, including their board position, occupation/expertise, start date, and place of residence.
- Current list of administrative, artistic, or editorial staff and significant contractors, including name, position, place of residence, and employment status (for example, permanent or part-time).
- Required upload(s):
  - **For non-profit societies:** a PDF copy of the organization's certified constitution.

- **For extraprovincial non-share corporations:** PDF copies of the organization's official Certificate of Incorporation under the Canada Not-for profit Corporations Act, Form 4001 Articles of Incorporation, and bylaws.
- **For community service cooperative associations:** a PDF copy of the organization's certified Memorandum of Association and bylaws.
- **For all other applicants,** a statement of the primary purpose of the organization.
- Completed Designated Priority Groups information section (required for funding prioritization).
- Answers in the Equity Data Tool that are relevant to your organization (required for funding prioritization). You are not required to answer every question.
- Signed financial statements for your two most recent completed fiscal years. See details below.

### Financial Statements Required from Organizations

All organizations (except collectives) must upload to their online profile signed financial statements for their two most recent completed fiscal years.

**Following standard accounting formatting, financial statements should include comparative information for the prior fiscal year.** If a comparative year is not included within a single statement, then ensure a set of financial statements for each year has been uploaded.

#### **Not-for-profit organization financial statements, including internally prepared, must include:**

- A balance sheet, income statement, and notes following standard accounting formatting.
- An itemized list of grants identified by funder, included either in the income statement or in an attached schedule.
- A breakdown of operating net assets, distinguishing between unrestricted net and capital assets.
- Signatures of the preparer and **two** board members affirming board approval.

#### **For applicants operating under the umbrella of a local government, an Indigenous government, or a post-secondary institution,** financial statements must include:

- A statement of income and expenses for the applicant's activities alone.
- A signature of the umbrella organization's financial officer.
- Notes indicating if the applicant entity may accrue assets, surpluses, or deficits from one year to the next.
- An itemized list of grants received that are related to the applicant, not the entire umbrella organization, and identified by funder, either in the income statement or attached schedule.

Balance sheets and/or ledgers alone are not considered complete financial statements.

**Resource:** Samples of a Balance Sheet and Revenue and Expense Statement (Income Statement) is available through [Community Gaming Grants application resources, under Example Documents](#).

#### **The type of financial statements required are outlined in the chart below.**

The type of financial statements required is based on the single largest BC Arts Council grant received in the organization's previous two fiscal years, **not including** Resilience Supplements, Arts Impact grants, or Arts Infrastructure Program grants.

If you did not receive an applicable grant in the previous two fiscal years, internally prepared financial statements are acceptable.

BC Arts Council reserves the right to request audited financial statements if deemed appropriate, regardless of the amount of the applicant's previous funding.

| Previous BC Arts Council Grant Received (as per above) | Type of Financial Statements Required   |
|--|---|
| \$0 to \$15,000  | Internally prepared financial statements  |
| \$15,001 - \$40,000                                    | Independently prepared financial statements:<br><b>Notice to Reader/Compilation Engagement Report</b> |
| \$40,001 - \$100,000                                   | Independently prepared financial statements: <b>Review Engagement</b>                                 |
| Greater than \$100,000                                 | Independently prepared financial statements: <b>Audit</b>   |

### Assessment Criteria – How Decisions Are Made

The assessment criteria are the primary lens through which the assessment panel will review and score your application. Keep these criteria in mind as you complete your application. We understand that some of the specific elements listed below may not apply to your project. However, your application should clearly address how your project generally aligns with each of the three areas of assessment. This [Scoring Guide](#), which will be used by the assessors as they review your application, will help you to understand and address the program priorities.

#### RECONCILIATION, EQUITY, DIVERSITY, INCLUSION, AND ACCESS (30%)

- Alignment with the BC Arts Council's [priorities](#) of reconciliation, equity, diversity, inclusion, and access.
- How the project supports truth and reconciliation with, serves, or includes Indigenous peoples of B.C. and Canada.
- Opportunities provided for equity-deserving or under-represented communities.
- Contribution to communities located in regional or rural areas.

#### IMPACT (50%)

- How the project will make a positive impact on your community.
- How the project will make a positive impact on your organization.
- The strength, clarity, and urgency of the outcomes and objectives.
- Significance to arts practitioners and how your activities might support, promote, or benefit specific arts and culture practices.

#### ORGANIZATIONAL READINESS (20%)

- A realistic and reasonable plan for using the money.
- A realistic timeline and capacity to complete the project.
- Identification of partners and supporters who will contribute to and participate in your project.
- Plans and processes in place to create a safe, respectful, and equitable work environment, including fair compensation.
- Ethical practices including respect for ownership, protocols, and issues of cultural appropriation.

## Designated Priority Groups

The BC Arts Council has committed to targeted investment in underserved and equity-deserving organizations and the development of equity support initiatives, including a policy to support [designated priority groups](#). These identified groups will be the focus of BC Arts Council strategic measures, through dedicated programs, funding prioritization processes, partnerships, and outreach.

If your organization or collective would like to be considered for strategic measures including priority funding under the Designated Priority Groups policy, you must complete the Designated Priority Groups and Equity Data Tool sections in your online Organization Profile.

## Assessment Process

The following process is used to evaluate every application to this grant program:

- The BC Arts Council receives applications and reviews each one for eligibility.
- Eligible applications are forwarded to independent assessment panels. Assessment panels include individuals with broad artistic knowledge, experience, geographical representation, and diverse aesthetic, institutional, and cultural viewpoints, including those from Indigenous perspectives.
- Assessment panels evaluate eligible applications using the assessment criteria above and determine the level of funding and any conditions on payment of grants.
- Funding prioritization may be applied to applicants considered part of a designated priority group.
- The BC Arts Council informs each applicant of the assessment panel's decision in writing.
- Applicants may check the status of their application at any time through the online system.
- All results are final.

## Notification of Results and Feedback

The BC Arts Council's strives to inform each applicant of the results of the assessment process no later than 16 weeks after the submission deadline. Notification is sent by email to the primary contact linked to the application. Emails are sent through the online system. Be sure the email address **NoReply@BCArtsCouncil.ca** is on your safe sender list.

Results will not be shared before the official notification letters are sent.

Contact a Program Advisor for feedback on the assessment of your application after you have received notification of the results.

## Payment of Grants

---

Grant payments are subject to an authorizing appropriation under the *Financial Administration Act*.

The BC Arts Council reserves the right to redistribute, delay, or suspend payments if the recipient:

- Does not carry out its planned program of activities.
- Makes major changes in artistic or administrative direction.
- Does not meet its obligations as a grant recipient, including submission of final reports.
- Fails to comply with legal obligations.

- Fails to respect the commitment to provide a safe and respectful workplace free from harassment, discrimination, and sexual misconduct.

Grants will be paid by cheque and sent to the mailing address listed in the organization profile in the online system unless the applicant is registered for direct deposit.

**Grants are taxable income and must be reported.** Individuals receiving grants on their own behalf or on behalf of a collective are issued T4As for the year the grant payment is processed.

### Final Reports

Grant recipients must submit a final report of the completed project to the BC Arts Council within 30 days of the Project End Date stated in the application. Final Reports must be submitted through the online system.

Future applications from the applicant to BC Arts Council grant programs will not be accepted if reporting requirements are not met.

### Confidentiality of Information

The collection, use, and disclosure of personal information are subject to the privacy provisions of the Freedom of Information and Protection of Privacy Act. The applicant's information will be shared in confidence with members of the assessment panel. The names and locations of successful grant recipients may be published, along with the amount of the grant, in the Annual Report of the BC Arts Council as well as in various communications and promotional vehicles of the BC Arts Council and Province of British Columbia. Social Insurance Numbers are provided to Canada Revenue Agency through the issuance of T4As.

### Contact Us. We are here to help

---

If you have questions after you have reviewed these Program Guidelines and the [Frequently Asked Questions](#) on the BC Arts Council web page, contact a Program Advisor.

**Nicola Dunne** – Program Advisor for Performing Arts  
778-405-4007 | [Nicola.Dunne@gov.bc.ca](mailto:Nicola.Dunne@gov.bc.ca)

**Michelle Benjamin** – Program Advisor for Community Arts  
236-478-2582 | [Michelle.Benjamin@gov.bc.ca](mailto:Michelle.Benjamin@gov.bc.ca)

**Paneet Singh** – Program Advisor for Studio Arts  
778-572-6567 | [Paneet.Singh@gov.bc.ca](mailto:Paneet.Singh@gov.bc.ca)

For general information, contact:  
250-356-1718 | [BCArtsCouncil@gov.bc.ca](mailto:BCArtsCouncil@gov.bc.ca)

**Program guidelines are reviewed and updated regularly.  
Be sure you are working with the most current guidelines for each intake.  
Updates to the guidelines made after the original posting will be clearly **highlighted**.**

## About the BC Arts Council

---

The BC Arts Council is an agency of the Province of British Columbia under the Arts Council Act, nurturing and supporting arts and cultural activity in communities across British Columbia. In the [Extending Foundations: Action Plan for 2022-2024](#), the BC Arts Council reaffirms its commitment to principles of reconciliation, equity, diversity, inclusion, and access in all of its programs and processes.

The BC Arts Council conducts its operations and funding activities in accordance with legislation and other guiding documents such as the [BC Human Rights Code](#), [Accessible BC Act](#), [Accessible Canada Act](#), the [Declaration on the Rights of Indigenous Peoples Act](#) and [Action Plan](#), and the [United Nations Declaration on the Rights of Indigenous Peoples](#), as well as the [Calls to Action of the Truth and Reconciliation Commission](#).

For more information about the BC Arts Council's mandate, vision, values, and strategic directions, visit the [About](#) and [Priorities](#) sections on the BC Arts Council website.

## Arts Impact Grant: Application Checklist

---

Be sure you have included or completed the following before you submit your application.

### Before you start:

- Review the application preview and program guidelines for specific requirements.
- Call the Program Advisor if you need to confirm eligibility or if you have questions.
- New applicants:** Register in the BC Arts Council online system to access to the online application. **It may take up to 5 business days after we have received all required documents to process your registration request.**
- Check that you do not have any overdue final reports on previous BC Arts Council grants.
- Plan to submit your complete application at least two days before the deadline to avoid last-minute technological issues.
- Proofread your application before you submit it.

### Organizations: In your Organization Profile on the BC Arts Council online grant system:

- Update your mailing address and other contact information.
- Upload your most recent signed financial statements. See Financial Statement Requirements section of guidelines.
- Update your Board list and Staff list.
- Upload your organization's certified constitution (for not-for-profits) or other official documents as listed in the **Online Profile Update** section of the guidelines (for all other organizations).
- Complete the Designated Priority Group section (required for funding prioritization).
- Complete the Equity Data Tool (required for funding prioritization).

### Collectives: In your Organization Profile on the BC Arts Council online grant system:

- Update your mailing address and primary contact information
- Include your shared purpose, creative goal, or mandate of your collective
- Update your Collective Member List
- Complete the Designated Priority Group section (required for funding prioritization)
- Complete the Equity Data Tool (required for funding prioritization)

### In your application:

- Make sure your Amount Requested in the application matches the request amount in your Project Budget Table
- Include a Project Start Date after the intake closing date and a realistic Project End Date.  
**Note:** Notification of results is generally 16 weeks after the intake closing date so plan accordingly if your project is dependent on this grant funding.
- Include detailed descriptions of your organization's history, mandate, workplace practices, vision and programming, the project, the participants or specific communities, and the intended impacts of the project.
- Answer all questions on each tab of the application. Use the [Scoring Guide](#) and refer to the Assessment Criteria for direction.
- Complete the Project Work Plan table.

### Pop-out forms to complete in the application:

- Project Team Table with biographies.
- Project Budget Table with notes explaining amounts.



### Support Material to Upload:

- ❑ Letters from up to two partners or collaborators, if applicable, confirming the nature of their participation (maximum two PDF letters, one page each). **Do not include general letters of support.**
- ❑ For projects hiring new staff, a maximum one-page job description for the position(s).
- ❑ Examples of work related to the proposed project, up to the maximums listed in the guidelines.

### After you submit your application:

- ❑ Be sure that [NoReply@BCArtsCouncil.ca](mailto:NoReply@BCArtsCouncil.ca) is included in your safe senders list. Notification of results will come from this system email roughly 16 weeks after the submission deadline.
- ❑ Keep your mailing address up to date in your online Organization Profile (or Personal Profile for the designated Collective Payee). Grant payments will be mailed to this address.
- ❑ Contact a Program Advisor for feedback on the assessment of your application after you have received notification of the results.