



City of Richmond

Report to Committee

To: General Purposes Committee
From: Jane Fernyhough
 Director, Arts, Culture and Heritage Services
Re: 2018 Arts and Culture Grants Program

Date: January 3, 2018
File: 11-7000-01/2018-Vol
 01

Staff Recommendation

That the 2018 Arts and Culture Grants be awarded for the recommended amounts and cheques disbursed for a total of \$112,059, as outlined in the report dated January 3, 2018 from the Director, Arts, Culture and Heritage Services.

Jane Fernyhough
 Director, Arts Culture and Heritage Services
 (604-276-4288)

Att.5

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Finance Department	<input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: CT	APPROVED BY CAO

Staff Report

Origin

City Council has the authority to provide financial assistance to community organizations under the Local Government Act.

This report provides information and recommendations pertaining to the 2018 Arts and Culture Grant Program, now in its seventh year.

This report supports Council's 2014-2018 Term Goal #2 A Vibrant, Active and Connected City:

Continue the development and implementation of an excellent and accessible system of programs, services, and public spaces that reflect Richmond's demographics, rich heritage, diverse needs, and unique opportunities, and that facilitate active, caring, and connected communities.

2.3. Outstanding places, programs and services that support active living, wellness and a sense of belonging.

2.4. Vibrant arts, culture and heritage opportunities.

Finding of Facts

2018 Arts and Culture Grant Budget

The 2018 Arts and Culture Grant Budget is \$112,059 including a 2.1% Cost of Living increase over last year's budget as per the City Grant Policy (3712). The program offers two types of grants:

- Operating Assistance Grants are provided to support the annual programming and operating activities of eligible organizations, and are awarded up to a maximum of 30% of the annual operating budget, to a maximum request of \$10,000.
- Project Assistance Grants are provided to support organizations working on a project basis or undertaking a special initiative outside the scope of their normal operations, and are awarded up to a maximum of 50% of the total project budget, to a maximum request of \$5,000.

Notice Given and Applications Received

Notices were placed on the City Page/City Notice Board in the Richmond News and on the City website in October and November of 2017, advising the community that applications were being accepted for 2018 City Grant Programs until November 20, 2017. A link to the City website was provided for further information and to access the online application system.

In October and November, emails were sent to members of the Richmond Artists Directory (more than 400 individual artists and arts/cultural organizations that have opted to receive information from the Cultural Development Manager throughout the year) to announce the grants were online and to remind of upcoming deadlines. Downloadable guideline documents were available with links to the online form on both the “City Grant Program” and the “Artists’ Opportunities” pages on the City website.

A detailed, custom document for budget preparation was provided online. All previous grant recipients were met with individually over the summer to touch base, review their 2017 application, discuss possible updates to their organization and project offerings and deliver recommendations where appropriate.

Eleven applications were received for Operating Assistance and seven for Project Assistance, for a total combined request of \$134,500. Tables outlining requests and recommended allocations for the 2018 Arts and Culture Grant Program are provided in Attachment 1 and Attachment 2. Grant Application Summary sheets, providing key information about each application, are found in Attachment 3. As the contents of the Grant Application Summary Sheets are taken verbatim from the applicants’ submissions, they will replicate any errors or omissions made by the applicant. Staff recommendations and comments are included in the Summary Sheets.

Late Applications

The City Grant Policy indicates that late applications will not be accepted. No late applications were received after the November 20, 2017 deadline.

New Applications

No new applications were received from organizations that have not previously applied for a City Grant.

Application Review Process

An Adjudication Panel made up of City staff reviewed the applications. They evaluated the applications on three key areas: Merit, Organizational Capacity and Impact (described in the Application Guidelines, Attachments 4 and 5). As per best practices in similar granting programs, for each application, these three key areas were assigned a numerical ranking to create a total numeric score out of 50. At the Adjudication Meeting, the combined scores of all four members of the Adjudication Panel were distilled to an average score to determine a funding recommendation:

Low	1-20	No funding
Med/Low	21-30	Possible funding at a small contribution or no funding
Medium	31-40	Fund at a modest contribution
High/Med	40-45	Fund at a high contribution
High	46-50	Fund up to request level if possible

The Grant Application Summary Sheets, found in Attachment 3, indicate the aggregated score of each applicant.

Analysis

2018 Arts and Culture Grant Program Information

Numbers of applications, allocations and recommendations are:

OPERATING ASSISTANCE							
Applications, Allocations and Recommendations (2012-2018)							
	2012	2013	2014	2015	2016	2017	2018
Total number of applications	10	9	9	9	9	12	11
New applicants	n/a	2*	n/a	1*	0	2	0
Grants denied	2**	0	0	0	0	0	0
Partial amount of request recommended	3	1	9	7	2	12	11
Full amount of request recommended	5	8	0	2	7	0	0
Total amount requested	\$71,000	\$71,700	\$77,600	\$71,000	\$76,300	\$106,300	\$99,500
Total amount allocated/recommended	\$50,900	\$71,200	\$62,170	\$62,190	\$76,000	\$89,454	\$89,159

* These applicants were new to the Operating Assistance category, having received Project Assistance previously.

** While these applicants were found ineligible for Operating Assistance, they did receive Project Assistance funding

PROJECT ASSISTANCE							
Applications, Allocations and Recommendations (2012-2018)							
	2012	2013	2014	2015	2016	2017	2018
Total number of applications	17*	13	14	12	7	9	7
New applicants	n/a	5	6	2	0	1	0
Grants denied	4	4	2	1	0	3	1
Partial amount of request recommended	8	5	12	11	2	6	6
Full amount of request recommended	3	5	0	1	5	0	0
Total amount requested	\$58,780	\$50,600	\$59,736	\$53,150	\$32,150	\$36,900	\$35,000
Total amount allocated/recommended	\$31,400	\$23,100	\$41,870	\$42,890	\$31,497	\$20,300	\$22,900

*16 were received, but one Operating Assistance applicant (for the Children's Arts and Literacy Centre Society, was added to this category)

COMBINED Arts and Culture Applications, Allocations and Recommendations (2012-2018)							
	2012	2013	2014	2015	2016	2017	2018
Total number of applications	26	22	23	21	16	21	18
New applicants	n/a	5	6	2	0	1	0
Grants denied (did not meet criteria)	7	4	2	1	0	3	1
Partial amount of request recommended	18	9	21	18	4	18	17
Full amount of request recommended	8	13	0	3	12	0	0
Total amount requested	\$133,280	\$122,300	\$137,336	\$124,150	\$108,450	\$143,200	\$134,500
Total budget	\$100,000	\$102,020	\$104,040	\$105,080	\$107,497	\$109,754	\$112,059
Total amount allocated/ recommended	\$82,300	\$94,300	\$104,040	\$105,080	\$107,497	\$109,754	\$112,059

A lively and engaged cultural community offers many benefits to the city by creating a vibrant, livable and healthy cultural life for its citizens. Much of the artistic and cultural activity in Richmond is delivered by not-for-profit organizations. A dedicated funding program helps achieve a number of goals identified in the City of Richmond's Arts Strategy, including:

- build capacity within and support for arts organizations;
- strengthen, support and enhance the artistic community; and
- increase the variety and diversity of arts experiences and opportunities.

The Richmond Arts and Culture Grants Program, established in 2012, is understood not only as a source of funding for the applicants — who range from long-standing professional institutions to fledgling groups of enthusiastic amateur artisans — but as an important opportunity for capacity building, including those who have limited experience writing grant applications. Moreover, as organizations secure City of Richmond funding, their potential to leverage funding from other sources improves as evidenced in many of the Grant Use reports relating to the previous year.

Staff noted continued improvement in the quality of grant applications and a slight decrease in the number of applications; from 21 total applications in 2017 to 18 applications in 2018. This year, there was one fewer Operating Application compared to last year as Richmond Community Band did not apply for funding in 2018.

In this seventh year of the Arts and Culture Grants Program, staff noted an increased self-awareness among many of the applicants regarding the value of professional administrative support and a desire to undertake professional development opportunities to increase their capacity. Many applicants also cited increased success in securing program funding from other sources. There is also a substantial increase in the development of partnerships and demonstrated efforts to undertake new collaborations.

Reasons for Partial or No Funding

The amount of requested funds was over the allocated budget of \$112,059 and none of the applicants were recommended for the full amount requested this year. However, since there were fewer applicants than last year, all organizations who received funding in 2017 will note an increase in their recommended funding over the previous year (with the exception of Richmond Orchestra and Choral Association, who requested a lesser amount in 2018).

All of the applications, except for one Vancouver-based organization, are recommended to receive funding in 2018.

Financial Impact

The 2018 Arts and Culture Grant Program has a budget of \$112,059. The 2018 recommended allocations are itemized in Attachments 1 and 2.

Project Assistance	\$22,900
Operating Assistance	<u>\$89,159</u>
Total	<u>\$112,059</u>
Remaining	\$0

Conclusion

The 2018 Arts and Culture Grant Program makes a vital contribution to the quality of life in Richmond by supporting community organizations whose programs and activities constitute essential components of a vibrant and liveable community. Staff is recommending that the 2018 Arts and Culture Grants be allocated as proposed for the benefit of Richmond residents.

Katie Varney
 Manager, Community Cultural Development
 (604-247-4941)

- Att. 1: Table of Applicant Requests and Recommendations
- 2: Summary of Recommendations
- 3: Grant Application Summary Sheets
- 4: Operating Assistance Grant Application Guidelines
- 5: Project Assistance Grant Application Guidelines

2018 Arts and Culture Grant Recommendations

OPERATING ASSISTANCE

Organization	Most Recent City Grant (2017)	2018 Request	2018 Recommend	Comments	Pg
Canadian YC Chinese Orchestra Association	\$ 6,000	\$ 10,000	\$ 6,450	Operating Assistance is recommended for this unique concert group, known for their presentations of traditional Chinese instrumental music in Richmond. They are to be applauded for their well-attended performances and robust musical offerings and for making solid steps towards building new partnerships. Entering into their second year in the Operating Assistance stream, the society is encouraged to invest in their strategic and organizational development and administrative support to improve communications and plan for future growth.	1
Cinevolution Media Arts Society	\$ 9,500	\$ 10,000	\$ 9,875	Operating Assistance is recommended for this forward-thinking and ambitious society that provides high-quality and distinct programming that engages professional and emerging media artists, as well as youth and new immigrants. They are to be commended for providing innovative and challenging programming in a range of popular and accessible locations. As the society continues to develop and extend their reach, it is recommended that they invest more in paid administrative support to help provide organizational stability and plan for long-term growth.	3

Organization	Most Recent City Grant (2017)	2018 Request	2018 Recommend	Comments	Pg
Community Arts Council of Richmond	\$ 9,200	\$ 10,000	\$ 9,300	Operating Assistance is recommended for this long-standing organization with a broad mandate to encourage participation in the arts. They are to be commended for their plans to expand their reach through digital communications to help increase participation in their programs. The organization is strongly encouraged to reflect on how to address the self-identified challenges of maintaining relevancy, avoiding board fatigue and increasing their dwindling membership.	5
Richmond Arts Coalition	\$ 9,200	\$ 10,000	\$ 9,400	Operating Assistance is recommended for this service organization whose aim is to support and advocate for the arts in Richmond. The society is to be congratulated for hiring an executive director, thereby taking monumental strides in strengthening their administrative capacity, in addition to proactively seeking out new partnerships and new programming opportunities over the past year.	7
Richmond Community Orchestra and Chorus Association	\$ 9,200	\$ 9,200	\$ 9,200	Operating Assistance is recommended for this well-established organization that engages a wide range of choral and orchestral musicians. The society is to be commended for continuing to grow and reach diverse audiences while increasing ticket sales and the number of free school performances, providing local youth with low-cost exposure to classical music.	9

Organization	Most Recent City Grant (2017)	2018 Request	2018 Recommend	Comments	Pg
Richmond Delta Youth Orchestra	\$ 9,500	\$ 10,000	\$ 9,875	Operating Assistance is recommended for this well-established youth orchestra that provides high quality education and vital performance and professional development opportunities for youth. The society is to be congratulated for their outreach work and for doubling their enrollment numbers. They are strongly encouraged to invest in administrative support to help manage its rapid growth and assist with fund development efforts.	11
Richmond Music School Society	\$ 9,000	\$ 10,000	\$ 9,200	Operating Assistance is recommended for this popular musical organization that provides high calibre and accessible educational opportunities for youth from all economic backgrounds. The society is to be celebrated for adapting its programs to meet the community's needs and is encouraged to foster new partnerships and collaborations.	13
Richmond Potters' Club	\$ 5,900	\$ 7,500	\$ 6,000	Operating Assistance is recommended for this longstanding organization that provides pottery programs and demonstrations in the community. The society is to be commended for its innovative recycling program and for greatly expanding its membership. They are encouraged to seek out new ways to connect and engage with the community.	15

Organization	Most Recent City Grant (2017)	2018 Request	2018 Recommend	Comments	Pg
Richmond Singers	\$ 7,000	\$ 10,000	\$ 7,450	Operating Assistance is recommended for this popular, long-standing musical organization that provides opportunities for singers to perform throughout Richmond and beyond. The society is to be congratulated for their success in undertaking new fundraising initiatives and for introducing an online ticketing system. Entering into their second year in the Operating Assistance stream, the society is encouraged to continue to seek out new partnerships and continue their community outreach.	17
Richmond Youth Choral Society	\$ 9,500	\$ 10,000	\$ 9,659	Operating Assistance is recommended for this ambitious organization that provides unique experiences for Richmond youth to share their musical talents locally, nationally and internationally. The society is to be applauded for exceeding their performance and audience targets and for embarking on a major international concert exchange. They are encouraged to continue to seek out new sources of diversified funding to help them achieve their goal of compensating staff at industry rates and to streamline administrative and accounting procedures.	19
Textile Arts Guild of Richmond	\$ 2,750	\$ 2,800	\$ 2,750	Operating Assistance is recommended for this well-established organization that promotes textile arts as a means of creative expression, charitable giving and social engagement. The society is commended for developing new partnerships and is encouraged to invest in marketing and communications initiatives to extend its reach and recruit new members.	21

PROJECT ASSISTANCE

Organization	Most Recent City Grant (2017)	2018 Request	2018 Recommend	Comments	Pg
Philippine Cultural Arts Society of BC	\$ 2,100	\$ 5,000.00	\$ 3,700	Project Assistance is recommended for this lively event that celebrates Filipino performing arts in Richmond. The society is commended for providing vital performance and volunteer opportunities for its dancers and for introducing youth to cultural dance and music that help them connect with their community. They are to be congratulated for improving administrative operations and accounting procedures and are encouraged to continue to seek out diversified funding sources.	23
Richmond Art Gallery Association	\$ 3,800	\$ 5,000.00	\$ 3,900	Project Assistance is recommended for this engaging and unique program that offers impactful mentorship and professional development opportunities for Richmond artists. The society is to be commended for undertaking this innovative project that helps to build and nurture the local creative and arts community and falls outside of the Gallery's normal operations.	25
Steveston Historical Society	n/a	\$ 5,000.00	\$ 2,900	Project Assistance is recommended for this immersive walking tour that aims to preserve and promote the history of Steveston through theatrical storytelling. The society is to be commended for creating a strong partnership with a local school, which provides students with unique professional development experience. Funding is recommended with the condition that performers be financially compensated.	27

Organization	Most Recent City Grant (2017)	2018 Request	2018 Recommend	Comments	Pg
Tickle Me Pickle Theatre Sports Improv Society	\$ 4,500	\$ 5,000.00	\$ 4,600	Project Assistance is recommended for this entertaining theatrical program that engages youth, adults and families. The society is to be commended for expanding its program offerings and is encouraged to continue to develop new projects and avenues to present their work.	29
Vancouver Cantonese Opera	\$ 3,800	\$ 5,000.00	\$ 3,900	Project Assistance is recommended for this local presentation of Chinese culture, that brings the unique traditional art form of Cantonese opera to Chinese and non-Chinese audiences at no cost during the 2017 Richmond World Fest. The society has a strong track record of working with a diverse range of artists and cultural groups and is to be commended for contributing a significant portion of its budget towards creative fees which benefits local artists. They are also directed to improve their financial reporting.	31
Vancouver International Sculpture Biennale	\$ 0	\$ 5,000.00	\$ 0	Funding is not recommended for the project by this Vancouver-based organization. The society is to be congratulated for their ongoing educational endeavours across the Lower Mainland, but is encouraged to reflect on how their proposed pre-defined project could relate specifically to Richmond.	34
Vancouver Tagore Society	\$ 3,800	\$ 5,000.00	\$ 3,900	Project Assistance is recommended for this unique multicultural festival that continues to attract large audiences and integrates a mix of community and professional artists into its program. The society is to be commended for expanding its fundraising efforts and is encouraged to improve its marketing efforts and continue seeking out diverse income streams to help support the society's stable, long-term growth and development.	36

2018 Arts and Culture Grant Recommendations

OPERATING ASSISTANCE	
Society Name	2018 Recommend
Canadian YC Chinese Orchestra Association	\$ 6,450
Cinevolution Media Arts Society	\$ 9,875
Community Arts Council of Richmond	\$ 9,300
Richmond Arts Coalition	\$ 9,400
Richmond Community Orchestra and Chorus Association	\$ 9,200
Richmond Delta Youth Orchestra	\$ 9,875
Richmond Music School Society	\$ 9,200
Richmond Potters' Club	\$ 6,000
Richmond Singers	\$ 7,450
Richmond Youth Choral Society	\$ 9,659
Textile Arts Guild of Richmond	\$ 2,750

PROJECT ASSISTANCE	
Organization	2018 Recommend
Philippine Cultural Arts Society of BC	\$ 3,700
Richmond Art Gallery Association	\$ 3,900
Steveston Historical Society	\$ 2,900
Tickle Me Pickle Theatre Sports Improv Society	\$ 4,600
Vancouver Cantonese Opera	\$ 3,900
Vancouver International Sculpture Biennale	\$ 0
Vancouver Tagore Society	\$ 3,900

OPERATING ASSISTANCE SUBTOTAL	\$ 89,159
PROJECT ASSISTANCE SUBTOTAL	\$ 22,900
COMBINED TOTAL	<u>\$ 112,059</u>



Society: Canadian YC Chinese Orchestra Association

Society Mandate Summary:

To promote Chinese music by performing to the public in the City of Richmond and the greater Vancouver area.

Society History:

Since inception, the association has had numerous performances by members in terms of main orchestra, smaller ensembles, as well as solo performances. Since 2012, the orchestra has registered as the first music group Artist in resident of the Cultural Centre of City of Richmond. Our efforts to promote Chinese culture also include cooperation with other groups. One of our major performances, "Guests from afar please stay", was in partnership with Vancouver Choir at the Norman Rothstein Theatre (about 350 audiences capacity). The performance had a full house and as a result, another show was added (in about 6 months). Since 2013, we have been a partner of the Multicultural Heritage Festival held at each summer at the Richmond Cultural centre and our performance of "O Canada" with our own instruments was welcome by the audiences as well as Government officials. For the last 4 years, CYCCOA continued to be a strong element in the City of Richmond. In addition to performing in many concerts, CYCCOA hosted educational workshops, participated in community services, provide free performance for senior homes, local regional center, cultural events, festivals, and celebrations across our community. As an artist in resident of the Richmond Cultural Center, we participate actively in the Cultural events in our community. In May 2014, we have a joint concert "Ocean Home Town" with City of Richmond at the performing Hall of the Richmond Art Center. With Cultural Grants from the City of Richmond in the last four years, we have been able to produce a large scale concert at The Richmond Gateway Theatre. 2014 "Ocean Home Town" concert at the Gateway Theatre. 2015 "Qiao's Grand Courtyard" concert at Gateway Theatre. 2016 "Festival Gala and Multicultural Art Festival" concert at Gateway Theatre. 2017 Rising stars Chinese instrumental music concert. In fact, the above four concerts were big success and we had full house of over 500 audiences each time.

GRANT REQUEST

Requested Amount:	\$10,000
Society Operating Budget:	\$21,300

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2017	\$6,000	Project Assistance
2016	\$5,000	Project Assistance
2015	\$4,550	Project Assistance
2014	\$4,160	Project Assistance

FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$30,718	\$35,400
Total Expenses:	\$29,775	\$34,700
Surplus:	\$943	\$700
Accumulated Surplus:	\$943	\$1,643
Other Funders:		

GRANT RECOMMENDATIONS

Recommended Amount: \$6,450

Aggregate Score: 43.3

Recommendation:

Operating Assistance is recommended for this unique concert group, known for their presentations of traditional Chinese instrumental music in Richmond. They are to be applauded for their well-attended performances and robust musical offerings and for making solid steps towards building new partnerships. Entering into their second year in the Operating Assistance stream, the society is encouraged to invest in their strategic and organizational development and administrative support to improve communications and plan for future growth.



Society: Cinevolution Media Arts Society

Society Mandate Summary:

Sitting at the nexus of art, academia and community, Cinevolution decentralizes art while connecting people across cultural, political, geographic and linguistic boundaries in order to foster media literacy, stimulate critical discourse, and cultivate creativity.

Society History:

Founded in 2007 by a group of Pan Asian filmmakers, artists and community activists, Cinevolution Media Arts Society was the first and is still the only media arts organization in Richmond. For the past decade, Cinevolution has acted as a leading voice for newcomer communities while promoting independent films, interdisciplinary artistic practice and critical discourse on migration and diversity. Recognized for its excellence in programming, vision, and community impact, Cinevolution was twice among the finalists for the Richmond Arts Awards' Cultural Leadership category, received the Nova Star award from Volunteer Richmond in 2013 and was awarded the Richmond Arts Award for Artistic Innovation in 2012.

Our work supports the City Council's goals for Arts and Culture by:

1. Stimulating innovative creation and new ideas - As the only media arts organization in Richmond, for the past years, Cinevolution has not only introduced many new media artists and brought in cutting edge artwork and films, but has also created several signature events, such as Your Kontinent Digital Carnival, Media Cafe, DocuAsia Forum, Art in Containers, Screen Bites, Youth Media Fest, and the Featured Artist Program. These unique events strive to stimulate critical thought and artistic innovation, and contribute to putting Richmond on the map of the art scene in the Lower Mainland.
2. Engaging citizens across generations and cultures - All our signature events are intergenerational and multilingual, and have successfully engaged community members of all ages and cultures.
3. Fostering critical discourse and international cultural exchange by bringing international films and artists to the community.
4. Increasing the community's media literacy by making programs affordable, accessible and

educational to the general public.

GRANT REQUEST

Requested Amount: \$10,000
Society Operating Budget: \$125,590

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2017	\$9,500	Operating Assistance
2016	\$10,000	Operating Assistance
2015	\$9,530	Operating Assistance
2014	\$8,790	Operating Assistance
2014	\$3,640	Project Assistance

FINANCIAL SUMMARY

	<u>Most Recently Completed Year</u>	<u>Proposed Year</u>
Total Revenue:	\$52,050	\$88,800
Total Expenses:	\$52,040	\$88,799
Surplus:	\$10	\$1
Accumulated Surplus:	\$10	\$1
Other Funders:	BC Gaming, Metro Vancouver, BC Arts Council: \$54, 000, Canadian Heritage \$36,900	

GRANT RECOMMENDATIONS

Recommended Amount: \$9,875
Aggregate Score: 46.5

Recommendation:

Operating Assistance is recommended for this forward-thinking and ambitious society that provides high-quality and distinct programming that engages professional and emerging media artists, as well as youth and new immigrants. They are to be commended for providing innovative and challenging programming in a range of popular and accessible locations. As the society continues to develop and extend their reach, it is recommended that they invest more in paid administrative support to help provide organizational stability and plan for long-term growth.



Society: Community Arts Council of Richmond

Society Mandate Summary:

To provide & broaden opportunities for citizens of all ages to participate in, and benefit from the creative arts. Including, but not limited to, supporting & exploring new avenues to provide workshops, public events, classes, exhibitions, performances & special programs.

Society History:

An active advocate for the arts since 1970 we have many accomplishments including raising significant funds to build both the Gateway Theatre and the Richmond Cultural Centre. Over the many years we have held numerous classes, workshops, exhibitions, events and performances, given out scholarships & grants to other arts organization. As a federally & provincially registered Charity we are able to issue tax receipts for donations and use this fact to do fundraising for various events. When we began this odyssey of supporting and promoting the arts there were very few other groups that were registered as a society. In addition we were the only arts organization without a particular affiliation with a specific art discipline, rather we supported ALL types of the creative ARTS.

Times, needs and abilities change and we have changed too. Many groups are now better able to fend for themselves, however we still feel it is imperative that we "speak" for the arts and artists, encourage all to participate, use art to build bridges and overcome difficulties. We spend our funds frugally and choose programs and projects that we feel will benefit the highest number of the population including non-artists and artists alike. Our events are held in Richmond and wherever possible we do our best to invite Richmond artists first and the rest of Metro Vancouver and BC latterly. Richmond is our home base and we encourage everyone to come and experience the arts & culture in Richmond when we hold our events and on our website, which has two calendar of events, one for ourselves and one for any non profit to post their event at no cost.

In 2017 we were delighted to receive the Richmond Arts Award for Cultural Leadership. Having served Richmond for almost 50 years, this coveted award is the only award we have received and we treasure it.

GRANT REQUEST

Requested Amount:	\$10,000
Society Operating Budget:	\$51,930

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2017	\$9,200	Operating Assistance
2016	\$9,750	Operating Assistance
2015	\$8,475	Operating Assistance
2014	\$7,700	Operating Assistance

FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$51,930	\$46,455
Total Expenses:	\$51,930	\$46,455
Surplus:	\$13	\$1
Accumulated Surplus:	\$356	\$357
Other Funders:	BC Gaming \$10,000, BC Creative Communities \$7,900	

GRANT RECOMMENDATIONS

Recommended Amount: \$9,300

Aggregate Score: 38.5

Recommendation:

Operating Assistance is recommended for this long-standing organization with a broad mandate to encourage participation in the arts. They are to be commended for their plans to expand their reach through digital communications to help increase participation in their programs. The organization is strongly encouraged to reflect on how to address the self-identified challenges of maintaining relevancy, avoiding board fatigue and increasing their dwindling membership.



Society: Richmond Arts Coalition

Society Mandate Summary:

To promote, support, and advocate for the Arts in all their various forms within in Richmond, BC..

Society History:

In 2004, the City developed a formal plan to strengthen its arts community which resulted in the formation of the Richmond Arts Coalition (RAC). In 2008, the City endorsed a "2010 Arts Plan" identifying RAC as the organization responsible for bringing local artists & arts organizations together & leading in the development & advocacy of local community arts & culture. RAC has partnered with the City on the annual Arts Awards & on three Art Symposiums & provides substantial grants to the annual Maritime Festival to support hiring of local artists. In 2013, RAC established an endowment fund with the Richmond Community Foundation to support the Arts Awards & scholarships for Arts students. RAC compiles a monthly list of Arts Events for publication by the local papers & Tourism Richmond. The events are listed on the RAC website & social media & emailed to 430+ subscribers. A 2013 Outreach Project gathered surveys from the Arts & general public on Arts issues in Richmond, which was shared with the City. A 2014/15 Outreach Project gathered numerous ideas for promoting closer connections between Arts and Business. RAC hosted ArtRich 2015 at the Richmond Art Gallery in 2015, which showcased 49 local artists and brought 1627 visitors to the Gallery. RAC hosts a weekly "member feature" on its website and promotes its members through social media. RAC hired an Admin Assistant in 2016 and an Executive Director in 2017. The ED hosts networking sessions for members and actively reaches out for partnerships. Since its establishment, RAC has played an essential role to advocate for the importance of art in Richmond. Representatives of RAC regularly attend the meetings at the City Hall to present and speak. We have also actively outreached into other community groups to promote the importance of the arts.

GRANT REQUEST

Requested Amount: \$10,000
Society Operating Budget: \$83,300

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2017	\$9,200	Operating Assistance
2016	\$9,950	Operating Assistance
2015	\$3,970	Operating Assistance
2014	\$3,750	Project Assistance

FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$61,749.82	\$71,400.00
Total Expenses:	\$55,994.75	\$71,400.00
Surplus:	\$5,755.07	\$0.01
Accumulated Surplus:	\$14,089.55	\$14,089.55
Other Funders:		

GRANT RECOMMENDATIONS

Recommended Amount: \$9,400

Aggregate Score: 42

Recommendation:

Operating Assistance is recommended for this service organization whose aim is to support and advocate for the arts in Richmond. The society is to be congratulated for hiring an executive director, thereby taking monumental strides in strengthening their administrative capacity, in addition to proactively seeking out new partnerships and new programming opportunities over the past year.



ATTACHMENT 3
Operating Assistance Application for 2018
Arts & Culture Grants Program

6911 No. 3 Road, Richmond, BC V6Y 2C1

Society: Richmond Community Orchestra and Chorus Association

Society Mandate Summary:

To make exemplary contributions to the rich cultural scene of Richmond through a diverse yearly program of concerts and through leadership in music education for musicians of all ages.

Society History:

In 1986, George Austin and a group of like minded musicians perceived a gap in the cultural landscape of Richmond and so the Richmond Orchestra and Chorus Association was formed. Since then the organization has grown to almost a 100 members, all committed to providing an opportunity for musicians to share the joy of music in rehearsal and performance. The talented instrumentalists and singers present a variety of music throughout the season, from the beauty of the classics, through traditional seasonal favourites and the uplifting passions of sacred and spiritual, to the delights of folk, jazz, modern and show tunes. Members range in age from high school students to seniors; they come from all walks of life, and welcome the opportunity to share their love of music with a wider audience. The orchestra has had a number of conductors, including Peter Rohloff, Charles Willet, Wallace Leung, Lorraine Grescoe and Chris Robertson. The current orchestra conductor, James Malmberg was appointed in 2007. The chorus has had only two conductors since its inaugural year: Len Lythgoe (1987-1994) and Brigid Coult (1994-present). Special performances include: performing with guest conductor Pablo Sosa from Argentina, a Canadian premiere of "The Dragons are Singing Tonight" by New Zealand composer David Hamilton (1998), a commission and premiere of Brian Tates "This Island" (2000), singing with Canadian Imant Raminsh at Carnegie Hall in New York (2006), a performance with Xiamen Philharmonic Orchestra at the River Rock Theatre (2010), leading the singing of the official Olympic Torch Anthem as part of the Torch Ceremony at Richmond's "O Zone" (2010) and performing with Chantal Kreviazuk for the Richmond Hospital Foundation's 15th Starlight Gala (2013).

GRANT REQUEST

Requested Amount: \$9,200

Society Operating Budget: \$124,100

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2017	\$9,200	Operating Assistance
2016	\$10,000	Operating Assistance
2015	\$10,000	Operating Assistance
2014	\$8,790	Operating Assistance

FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$112,056	\$122,500
Total Expenses:	\$102,477	\$122,500
Surplus:	\$9,579	\$9,579
Accumulated Surplus:	\$62,938	\$9,579
Other Funders:	BC Gaming \$25,000	

GRANT RECOMMENDATIONS

Recommended Amount: \$9,200

Aggregate Score: 45.3

Recommendation:

Operating Assistance is recommended for this well-established organization that engages a wide range of choral and orchestral musicians. The society is to be commended for continuing to grow and reach diverse audiences while increasing ticket sales and the number of free school performances, providing local youth with low-cost exposure to classical music.



ATTACHMENT 3
Operating Assistance Application for 2018

Arts & Culture Grants Program

6911 No. 3 Road, Richmond, BC V6Y 2C1

Society: Richmond Delta Youth Orchestra

Society Mandate Summary:

The RDYO provides full-service orchestral preparation for young musicians aged 8 to 25.

Society History:

The Orchestra first began rehearsals in September, 1971 in Ladner. With the support of approximately forty players, Harry Gomez formed the Orchestra and became its Conductor and Music Director. The Orchestra first performed at an open rehearsal for Mayor Dugald Morrison at the Ladner Community Centre later that year. Throughout the 1970s and 1980s, the Orchestra underwent tremendous growth, attracting young players from Richmond and the rest of the Lower Mainland. It continued its mission as an orchestral preparation program led by highly qualified musical staff. In 2013, recognizing that the majority of its young musicians are residents of Richmond, the Orchestra officially changed its name to Richmond Delta Youth Orchestra. Since our move to Richmond, our enrolment has almost doubled. The Orchestra currently includes 135 young performers in seven divisions: Symphony, Senior Strings, Intermediate Strings, Junior Strings, Senior Winds, Junior Winds, and Chamber Music divisions. Each year the RDYO performs numerous outreach concerts in Richmond, including (in 2016) at Culture Days, the Richmond Art Gallery, the Richmond Cultural Centre, the annual Richmond Maritime Festival, the Salmon Festival, and Aberdeen Centre. The RDYO is a vibrant and growing part of Richmond's cultural landscape.

GRANT REQUEST

Requested Amount:	\$10,000
Society Operating Budget:	\$178,380

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2017	\$9,500	Operating Assistance
2016	\$10,000	Operating Assistance
2015	\$5,000	Project Assistance
2014	\$2,860	Project Assistance

FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$171,100.01	\$175,895
Total Expenses:	\$170,543.73	\$175,180
Surplus:	\$556.28	\$715

Accumulated Surplus: \$33,440.28 \$34,155.28

Other Funders:

GRANT RECOMMENDATIONS

Recommended Amount: \$9,875

Aggregate Score: 46.3

Recommendation:

Operating Assistance is recommended for this well-established youth orchestra that provides high quality education and vital performance and professional development opportunities for youth. The society is to be congratulated for their outreach work and for doubling their enrollment numbers. They are strongly encouraged to invest in administrative support to help manage its rapid growth and assist with fund development efforts.



Society: Richmond Music School Society

Society Mandate Summary:

To conduct a school of music and offer programs and instruction in music.

Society History:

The Richmond Music School was established in February, 1980 as a non-profit organization dedicated to high standards in teaching music, both in private and class settings. Since that time it has come to enjoy a leadership position through Metro Vancouver for its many student performances and innovative programs. There are 23 teachers employed at the school as well as 13 Advanced, Junior teachers and Apprentice teachers. The school provides major concert opportunities for its students with faculty and professional performers, community performances, preparation for Royal Conservatory and Associated Board of the Royal Schools of Music examinations, master classes, below-cost group violin classes, a free children's orchestra and professional development experiences for its apprentice and junior teachers, who have their ARCT and/or LRSM certificates. Over 200 public performances are presented by students and faculty in Richmond and Metro Vancouver each year, most of which are free to the public. The School continues with its twin objectives to pursue the highest artistic standards with its performances and teachers and to provide unique opportunities for children to get involved in music whose parents might otherwise find the cost prohibitive. Musical instruction is available for all ages and financial background. Students and Faculty this year contributed 2,156 hours of volunteer service supporting their in-school performances and individual performances in the community. See attached In-Kind Donation Analysis below).

GRANT REQUEST

Requested Amount:	\$10,000
Society Operating Budget:	\$418,980

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2017	\$9,000	Operating Assistance
2016	\$10,000	Operating Assistance
2015	\$7,945	Operating Assistance
2014	\$7,200	Operating Assistance

FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$401,211	\$425,126
Total Expenses:	\$405,662	\$425,126

Operating Assistance Application for 2018**Richmond Music School Society****Summary Page 2**

Surplus:	(\$4,451)	\$0.01
Accumulated Surplus:	\$11,842	\$0.01
Other Funders:	Outreach Violin Program \$44,290	

GRANT RECOMMENDATIONS**Recommended Amount:** \$9,200**Aggregate Score:** 42.8**Recommendation:**

Operating Assistance is recommended for this popular musical organization that provides high-caliber and accessible educational opportunities for youth from all economic backgrounds. The society is to be celebrated for adapting its programs to meet the community's needs and is encouraged to foster new partnerships and collaborations.



ATTACHMENT 3
Operating Assistance Application for 2018
Arts & Culture Grants Program

6911 No. 3 Road, Richmond, BC V6Y 2C1

Society: Richmond Potters' Club

Society Mandate Summary:

Inform and promote interest in pottery by providing educational opportunities, workshops, classes and art appreciation opportunities. Encourage mentoring among Club members. The RPC demonstrates the skills and techniques of pottery making to the public.

Society History:

Formed in 1969 the RPC has, as volunteers, organized, administered & provided adult ceramic art classes. The RPC offers workshops/demonstrations to members & the public, provides in-house education in clay arts, publishes a newsletter, meets monthly, informs members of shows, exhibition & workshop opportunities, puts on 2 sales per year, maintains a website & takes part in Community/City events with demonstrations & displays. The RPC furnished the studio & currently owns about \$40,000 worth of equipment & materials. It has a large library. Members have studio access on average of about 27.2 hours/week throughout the year to create & do the many jobs needed to keep the Club and the studio operating. We welcome the public into the studio, answer their queries & share our joy gained thru a creative process. We support the children's classes offered by the City of Richmond, & work collaboratively with the instructors to ensure the studio is well kept and the groups work in harmony. Our well attended twice yearly sales include another artist group-the Richmond Spinners & Weavers Guild. Sales give us another chance to "talk pots" with the public, exposing them to the art, and support local artists. The Club offers a scholarship to a graduating Richmond high school student & supports local organizations with "gifts in kind" donations created by our members. For many years, the RPC has been a repeat participant & supporter of the City Richmond events (Doors Open, Culture Days, & the Maritime Festival) by providing displays & demonstrations. The Club has provided opportunities to enhance artists' creativity & education with workshops & demonstrations. As part of the artistic community, the RPC hopes to convey to and share with the public its passion for clay work & the delight in creating beautiful pieces of art.

GRANT REQUEST

Requested Amount:	\$7,500
Society Operating Budget:	\$53,500

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2015	\$5,900	Operating Assistance
2015	\$5,700	Operating Assistance
2014	\$5,200	Operating Assistance
2013	\$3,000	Operating Assistance

FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$57,898	\$54,500
Total Expenses:	\$49,049	\$54,500
Surplus:	\$8,849	\$0.01
Accumulated Surplus:	\$8,849	\$0.01
Other Funders:		

GRANT RECOMMENDATIONS

Recommended Amount: \$6,000

Aggregate Score: 40.5

Recommendation:

Operating Assistance is recommended for this longstanding organization that provides pottery programs and demonstrations in the community. The society is to be commended for its innovative recycling program and for greatly expanding its membership. They are encouraged to seek out new ways to connect and engage with the community.



Society: Richmond Singers

Society Mandate Summary:

As the longest standing community choir in Richmond our purpose is "to sing, in harmony, a variety of music for the enjoyment of the members, as well as to give public and private performances for the listening pleasure of others".

Society History:

In 1971 our founder Pam Hiensch placed an ad in a local newspaper inviting women who were interested in singing recreationally to meet and a group of 15 became "The Richmond Melody Makers". In 1975 the choir had grown to 45 members and our name was changed to The Richmond Singers. We now have 55 active members and 3 associates who have provided a choral presence in the community for over 46 years. Our first director was Alex Murray, followed by Earl Hobson, Jeanette Gallant, Mavis Weston and Natasha Neufeld who is in her 14th season with us. Our members range in age from 20s – 70 + and come from across Canada and the world with varied backgrounds and talents. The choir produces two to three major concerts per season, often featuring local guest performers, children's choirs and accompanists. We are fortunate to have a faithful audience at our concerts and are also available upon request to sing at various events organized by the City of Richmond, charities, special functions and fundraisers. Our 18-member Richmond Singers Ensemble "sing out" at over 45 performances during the season at senior facilities, hospitals and daytime events, receiving little or no remuneration. They perform an interactive program that is very well received by the seniors and many places request them several times a year. We are very involved with our community and, by giving benefit concerts, have helped to raise funds for other organizations such as the Richmond Hospice Society, Canadian Cancer Foundation and Tim Horton's Kids Camps. We were very fortunate to be invited to represent BC at the July 1, 2003 "UNISONG" celebrations in Ottawa. In 2009, the Richmond Singers were proud to represent BC at Festival 500 in St John's, Newfoundland. In 2016 we joined 1000 singers from around the world in Powell River to sing at Kathaumixw.

GRANT REQUEST

Requested Amount: \$10,000
Society Operating Budget: \$69,005

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2017	\$7,000	Operating Assistance
2016	\$5,000	Project Assistance
2015	\$4,240	Project Assistance
2014	\$2,600	Project Assistance

FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$62,128	\$65,333
Total Expenses:	\$53,574	\$65,333
Surplus:	\$8,554	\$1
Accumulated Surplus:	\$32,475	\$32,475
Other Funders:		

GRANT RECOMMENDATIONS

Recommended Amount: \$7,450

Aggregate Score: 41.8

Recommendation:

Operating Assistance is recommended for this popular, long-standing musical organization that provides opportunities for singers to perform throughout Richmond and beyond. The society is to be congratulated for their success in undertaking new fundraising initiatives and for introducing an online ticketing system. Entering into their second year in the Operating Assistance stream, the society is encouraged to continue to seek out new partnerships and continue their community outreach.



Society: Richmond Youth Choral Society

Society Mandate Summary:

To provide the children of Richmond an excellent choral music education and prestigious performance opportunities. Our desire is to enrich their lives and nurture them through music to become proud community contributors and builders of our city's multicultural atmosphere.

Society History:

In 2000, a choir of 75 elementary school voices from across our city formed under the direction of 3 Richmond teachers, Lorraine Jarvis, Catherine Ludwig and Lyn Wilkenson. This choir was formed to sing at the BC Music Educators Conference. These teachers continued a Richmond School District Choir (Richmond Elementary Honour Choir) for 2 years. With school district cut backs, Lorraine, Catherine and parents created the Richmond Youth Choral Society in 2002. Membership began with 45 singers. By October 2003, a Secondary Choir was added at the request of Elementary Choir graduates. Concerts were arranged to feature the skills of the RYHC singers at many community and charitable events. By the 2009-10 season of the RYHC, the choirs were recognized as a premiere group within our city. In our 12th season we launched our 3rd choir, the Prelude Choir for children 5 - 8 years of age. Performance highlights include 2010 Olympic performances, joint performance with the Philharmonic Orchestra from our sister city, Xiamen, China, performing with and hosting the Wakayama Children's Choir from our sister city, Wakayama, Japan and in 2015 we returned the visit to Wakayama. In 2013 we commissioned "Listen to the Music" by Timothy Corlis and premiered it with the VYSO. It was received with a standing ovation. Since then we have worked with other composers like Larry Nickel and Iman Habibi. In 2015 we participated in "World Beat" with international conductor Henry Leck. For our 15th Anniversary season we planned a year of celebration including a collaboration with the Richmond and Delta Youth Orchestra to premier another new commission partnering with Timothy Corlis called "We Will Sing You Home". We also represented Richmond and BC in Ottawa on July 1st from Canada 150. This year we collaborated in a professional Theater production called "The Ridiculous Darkness" with Alley theater. We are currently planning our first tour to Africa in July 2018!

GRANT REQUEST

Requested Amount: \$10,000
Society Operating Budget: \$140,878.36

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2017	\$9,500	Operating Assistance
2016	\$10,000	Operating Assistance
2015	\$10,000	Operating Assistance
2014	\$8,790	Operating Assistance

FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$141,459.96	\$65,590
Total Expenses:	\$140,878.36	\$63,435
Surplus:	\$581.6	\$2,155
Accumulated Surplus:	\$5,000	\$2,155
Other Funders:	BC Gaming \$4,200	

GRANT RECOMMENDATIONS

Recommended Amount: \$9,659

Aggregate Score: 42.5

Recommendation:

Operating Assistance is recommended for this ambitious organization that provides unique experiences for Richmond youth to share their musical talents locally, nationally and internationally. The society is to be applauded for exceeding their performance and audience targets and for embarking on a major international concert exchange. They are encouraged to continue to seek out new sources of diversified funding to help them achieve their goal of compensating staff at industry rates and to streamline administrative and accounting procedures.



Society: Textile Arts Guild of Richmond

Society Mandate Summary:

- 1) Advancing textile arts creation by TAGOR members,
- 2) Creating items requested by community partners,
- 3) Maintaining an environment that provides artistic development and social support to TAGOR members.

Society History:

TAGOR was formed in 1975. From 1976 to 1988 our Guild focused on educational workshops and speakers as many products, tools and machines were changing at this time in the textile arts field. TAGOR offered eight major public exhibitions either by ourselves or in User Group Shows in Community projects in these years included quilts to mark Richmond's 1979 Centennial and Expo '86.

The early 1990's saw the Guild based in several locations while the new Cultural Centre was being built. Specialized lighting and electrical outlets in the Textile Arts Studio were purchased by TAGOR when the new Cultural Centre opened in 1993. TAGOR hosted exhibitions in 2000, 2002, 2006 and 2008.

From 2000 to 2010 TAGOR members wanted to do more community work and began actively searching for local organizations to help. We created quilts auctioned to support the Canadian Breast Cancer Foundation in 2005-06. In December 2010 the TAGOR website was launched and that same month, TAGOR won the Constellation Award from the Richmond Volunteer Bureau.

In 2011-12, over 70 quilts for the Japanese Tsunami victims were created and sent by TAGOR members. In 2012, the YouTube Video "How to Make a Quick Caring Quilt" was created and TAGOR began its partnership with the City of Richmond Parks Department and Tourism Richmond in the creation sale of utility bags made from Richmond Street Banners.

In 2012-13, TAGOR launched and successfully completed its 100 Quilt Challenge for Lion's Manor and won a People First Award from the Vancouver Coastal Health Authority for this project. February 2015 marked TAGOR's 40th year of operation. In 2016 TAGOR added Habitat for Humanity as a community partner and will be creating 12 quilts for the families moving into their Richmond Project houses in 2018. TAGOR applied for and received a Canada 150 Grant in 2017 and worked with Richmond Public Library to create Our Canadian Bookcase, a quilted wall hanging featuring 150 Canadian authors suggested by the public.

GRANT REQUEST

Requested Amount:	\$2,800
Society Operating Budget:	\$19,682

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2017	\$2,750	Operating Assistance
2016	\$3,400	Operating Assistance
2015	\$3,710	Operating Assistance
2014	\$3,500	Operating Assistance

FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$19,682	\$10,950
Total Expenses:	\$18,053	\$12,982
Surplus:	\$1,629	\$1,784
Accumulated Surplus:	\$14,766	\$0.01
Other Funders:		

GRANT RECOMMENDATIONS

Recommended Amount: \$2,750

Aggregate Score: 41.3

Recommendation:

Operating Assistance is recommended for this well-established organization that promotes textile arts as a means of creative expression, charitable giving and social engagement. The society is commended for developing new partnerships and is encouraged to invest in marketing and communications initiatives to extend its reach and recruit new members.



Society: Philippine Cultural Arts Society of BC

Project Name: "Kalikasan" (The Elements of Nature)

Dates: November 3, 2018

Project Summary:

Our showcase, titled "Kalikasan" (The Elements of Nature), is a collection of traditions and celebrations from the Philippine culture. We will be presenting this Philippine story with a mosaic of dance and music at the Richmond Gateway Theatre on November 3, 2017. In preparation for this event, we encourage new participants of all ages to join current performers, to learn about traditional dance and music through workshops PhilCAS will lead. We invite residents of Richmond and the lower mainland to witness the beauty of Philippine culture through our workshops and in our showcase "Kalikasan."

Society Mission/Mandate:

• To educate, inform and enrich people residing in North America of the traditions and culture of the Philippines, in particular those of Filipino birth, ancestry, or affiliation. • To create activities where people can participate in order to explore, learn, understand and share the values, tradition and practices and customs of the Filipino people as well as the varied cultures existent in this Canadian society. • To assist the youth in developing a sense of community and responsibility they learn to respect their own cultures, heritage and traditions

Society History:

Tonette and Nes Gatus envisioned a niche for Filipino-Canadian youth that would give them the opportunity to discover their heritage through dance and music. In the year 2000, the couple shared with the local Richmond community the beauty of Filipino culture which has long been ignored. This was the beginning of the Philippine Cultural Arts Society of British Columbia (PhilCAS of BC). The society started off as a small group of 10 young Filipino-Canadians using the backyard of Tonette and Nes' house, to practice traditional Filipino folk dances. Tonette's pride in traditional folk dance that she had learned from the Philippines reverberated through her pupils and has since then been a source of pride. Her dancers were constantly motivated and inspired each time they were invited to perform at theatres, multicultural festivals, and private events. Over the years, PhilCAS has grown in the age and number of volunteer members. This is due to the passion and commitment of Tonette and Nes in providing Filipino youth the opportunity to learn their heritage. The society is larger than ever each sharing in the pride and passion that Tonette, Nes, and the rest of the rising leaders within the PhilCAS community continue to exhibit today. Today, both youth and adults make up the Board of Directors, but PhilCAS' success cannot solely be attributed to its directors and members. Without the support of parents, local businesses, the City of Richmond and the multicultural organizations across BC, PhilCAS would not hold its place as one of the premier folk dance groups in BC.

GRANT REQUEST

Requested Amount:	\$5,000
Project Budget:	\$18,105

Society Operating Budget: \$21,680

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2017	\$2,100	Project Assistance
2016	\$4,447	Project Assistance
2015	\$2,970	Project Assistance
2014	\$3,120	Project Assistance

FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$7,879.94	\$21,680
Total Expenses:	\$7,461.97	\$21,680
Surplus:	\$418.87	\$0.01
Accumulated Surplus:	\$1,969.42	\$1,969.42

Other Funders:

GRANT RECOMMENDATIONS

Recommended Amount: \$3,700

Aggregate Score: 41.5

Recommendation:

Project Assistance is recommended for this lively event that celebrates Filipino performing arts in Richmond. The society is commended for providing vital performance and volunteer opportunities for its dancers and for introducing youth to cultural dance and music that help them connect with their community. They are to be congratulated for improving administrative operations and accounting procedures and are encouraged to continue to seek out diversified funding sources.



Society: Richmond Art Gallery Association

Project Name: Artist Salon 2018

Dates: February - December 2018

Project Summary:

RAGA proposes to evolve our support of Richmond artists. We seek funding towards Artist Salon, a professionalizing social group for local artists. Hosted at the Gallery on the first Thursday of each month, we invite guest speakers and facilitate workshops that foster connections among our community's diverse range of artists. This year we aim to expand our core group of participants and to develop new partnerships in order to connect artists with other services organizations in the City.

Society Mission/Mandate:

The only public gallery in Richmond, the RAG's mandate is to exhibit, preserve and promote contemporary visual arts, and support visual artists in the public presentation of their work. Through exhibitions, publications, educational programming, collections, and significant partnerships, the Richmond Art Gallery provides opportunities for the enrichment of life in Richmond while serving the contemporary arts community in Canada.

Society History:

The Richmond Art Gallery opened its doors in 1980, obtained non-profit charitable status in 1987, and in 1992 moved to its present location in the Richmond Cultural Centre. The Gallery has 3,500 square feet of exhibition space, an activity room for workshops and programs, and storage facilities for a Permanent Collection of over 400 works. To date, the Gallery has presented more than 1500 exhibitions of contemporary art. The gallery is open and free to the public seven days a week. Education and outreach programs operate year round and include the School Art Program, Family Sunday Program, artist talks and tours, and artist workshops. A corps of volunteer guides offer tours in English and Mandarin, while gallery attendants welcome and orient visitors to the current exhibitions daily. The School Studio Art Program is led by a professional artist and BC certified teacher who adapts all tours and workshops to the grade level and BC school curriculum and serves Richmond, Delta, Tsawwassen, and Vancouver area schools. With an average annual attendance of 20,000 the Richmond Art Gallery serves the citizens of Richmond, the Greater Vancouver Regional District, the Gulf Islands and the Lower Mainland, as well as visitors from other parts of the province, national and international tourists. The Richmond Art Gallery is well respected regionally and nationally for its quality programming and publications and for its excellence in art education.

GRANT REQUEST

Requested Amount:	\$5,000
Project Budget:	\$10,000
Society Operating Budget:	\$235,026

MOST RECENT PREVIOUS GRANT(S)

Project Assistance Application for 2018
Richmond Art Gallery Association

Year	Amount	Grant Program
2017	\$3,800	Project Assistance
2016	\$4,000	Project Assistance
2015	\$5,000	Project Assistance
2014	\$4,680	Project Assistance

FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$165,548	\$235,026
Total Expenses:	\$145,521	\$231,344
Surplus:	\$20,027	\$3,682
Accumulated Surplus:	\$20,027	\$3,682

Other Funders: Metro Vancouver \$5,000

GRANT RECOMMENDATIONS

Recommended Amount: \$3,900

Aggregate Score: 43.3

Recommendation:

Project Assistance is recommended for this engaging and unique program that offers impactful mentorship and professional development opportunities for Richmond artists. The society is to be commended for undertaking this innovative project that helps to build and nurture the local creative and arts community and falls outside of the Gallery's normal operations.

Society: Steveston Historical Society

Project Name: Steveston Alive! Walking Tour Vignettes

Dates: November 2017 until August 2018 (performances occur in summer 2018)

Project Summary:

Walking Tour Vignettes launched in summer 2017 as a Canada 150 and a Richmond 150 project. Costumed secondary school drama students performed five short plays (set in 1917) along a guided walking tour of Steveston village. The tours were extremely well received by our audiences, and were fully booked in our final month of production. For all of our student actors, this was extremely encouraging as this was their first time being involved in arts and heritage programming in their community.

For 2018, we would like to remount the vignettes as "Steveston Alive! Walking Tour Vignettes".

Society Mission/Mandate:

The Steveston Historical Society (SHS) has been in place since 1976 to preserve and promote the history of Steveston, British Columbia.

Society History:

The Steveston Historical Society's Board of Directors is made up completely of volunteers who work on events, programs, and community engagement pieces that help to inform Steveston residents and visitors about its heritage.

Historically, the Society was responsible for restoring and establishing the Steveston Museum building, which was built in 1905 as Richmond's first bank. This included collecting artefacts, photographs, and documents and creating exhibits. In 1979, the building opened as "The Steveston Museum and Post Office" and became the informational hub for the village. The Society also participated in the preservation of historic sites, buildings and other museum sites in the area, namely the Gulf of Georgia Cannery.

Today, the SHS works in partnership with the City of Richmond to run the Steveston Museum. The Japanese Fishermen's Benevolent Society (JFBS) building moved to the site on Moncton Street in 2010 and officially opened in 2015. This extension features interpretation about the Japanese Canadian experience in the village from the time of their arrival in Steveston to the time of internment.

Project Assistance Application for 2018**Steveston Historical Society****Summary Page 2**

Recent projects include:

- Nikkei Stories of Steveston: a 10-part documentary series that pays tribute to the strengths and successes of Japanese Canadian pioneers and their descendants. These videos can be viewed in the JFBS building or online at www.nikkeistories.com/#videos
- The Fisherman's Park Mural: a 12-panel mural series celebrating Steveston's connection to the fishing industry.
- Walking Tour Vignettes: a five part theatrical performance along a walking tour of Steveston. Participants were taken back in time to the year 1917 where they will see drama students from Hugh McRoberts Secondary School perform stories of Steveston's shared triumphs and tragedies.

GRANT REQUEST

Requested Amount:	\$5,000
Project Budget:	\$34,075
Society Operating Budget:	\$20,000

MOST RECENT PREVIOUS GRANT(S)

N/A

FINANCIAL SUMMARY

	<u>Most Recently Completed Year</u>	<u>Proposed Year</u>
Total Revenue:	\$59,767.05	\$20,000
Total Expenses:	\$27,783.27	\$20,000
Surplus:	\$49,767.05	\$25,000
Accumulated Surplus:	\$31,983.78	\$40,000

Other Funders:**GRANT RECOMMENDATIONS****Recommended Amount:** \$2,900**Aggregate Score:** 37.5**Recommendation:**

Project Assistance is recommended for this immersive walking tour that aims to preserve and promote the history of Steveston through theatrical storytelling. The society is to be commended for creating a strong partnership with a local school, which provides students with unique professional development experience. Funding is recommended with the condition that performers be financially compensated.



Society: Tickle Me Pickle Theatre Sports Improv Society

Project Name: TMP Improv Season

Dates: July 2018-June 2019

Project Summary:

We wish to continue to provide Richmond with improv shows, improv workshops in schools classes, and improv team/club mentoring in schools for the 2018-2019 season. The TMP season includes regular skill and team development practices, professional development for our performing artists and performances, including the annual fundraising event entitled Laughter Is The Best Medicine.

Society Mission/Mandate:

Tickle Me Pickle (TMP) is dedicated to providing family-friendly improvisational theatre that introduces Richmond residents to the enjoyment of the arts. We value improv as an art form that is both entertaining to audiences and enriching to participants. The purpose of our society as outlined in our constitution is as follows: a) Present theatre shows, particularly improv based, for the community at-large b) Promote the art of improv based theatre to the community at-large c) Provide theatre, leadership and team building education for seniors, adults, youth and children d) Create events for community organizations in need

Society History:

TMP officially became a not for profit society in 2013, but it's roots go back much further. Tickle Me Pickle is the cornerstone of improvisational comedy in Richmond, born out of volunteerism, collaboration and innovation. Originally a one-off event for Youth Week 2000, youth and young adult members of the "Pickle Volunteer Crew" recognized an absence of improvisational comedy in the Richmond community. The Crew soon discovered that there was a healthy appetite for improv, as TMP attracted young artists who were eager to learn and perform improv, and saw a wide range of audience members flock to Pickle events. The concept of Tickle Me Pickle grew, as TMP developed improv classes for youth, leadership workshops, high school tournaments, a younger performance troupe, private for-hire shows, a regular presence at local charity events, a ten-year-old annual charity event of our own entitled Laughter is the Best Medicine, a continued valuing of volunteerism, and a regular series of community shows. Over the last few years, TMP has focussed on developing its expertise in improv by attending classes, participating in private workshops, researching, practicing regularly, and performing. Due to attrition of performers in the current main performance troupe, (as a result of moving away, career and family priorities), the next phase of TMP includes performer recruitment, and a renewed focus towards improv teaching and mentorship for youth and young adults, and new opportunities for individuals in Richmond to learn, practice, and teach improv. TMP aims to create new projects under its umbrella, reaching out to its network of past participants and network within the improv community. In sum, TMP's role in Richmond is to promote the art of improv, provide opportunities for the community to experience improv, and engage individuals in the learning of improv.

GRANT REQUEST

Requested Amount: \$5,000

Project Assistance Application for 2018

Tickle Me Pickle Theatre Sports Improv Society

Summary Page 2

Project Budget:	\$11,060
Society Operating Budget:	\$11,060

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2017	\$4,500	Project Assistance
2016	\$5,000	Project Assistance
2015	\$5,000	Project Assistance
2014	\$4,160	Project Assistance

FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$11,672	\$11,060
Total Expenses:	\$11,417.15	\$11,060
Surplus:	\$254.85	\$725.29
Accumulated Surplus:	\$725.29	\$725.29
Other Funders:		

GRANT RECOMMENDATIONS

Recommended Amount: \$4,600

Aggregate Score: 42.0

Recommendation: Project Assistance is recommended for this entertaining theatrical program that engages youth, adults and families. The society is to be commended for expanding its program offerings and is encouraged to continue to develop new projects and avenues to present their work.



Society: Vancouver Cantonese Opera
Project Name: The Bamboo Theatre
Dates: August 31 & September 1 (Friday & Saturday), 2018

Project Summary:

Celebrate and build awareness of Canadian Multicultural heritage, foster and create partnerships within the community, build inclusivity and foster cultural awareness.

Society Mission/Mandate:

The mission of Vancouver Cantonese Opera is to present the unique traditional artform of Cantonese opera at the highest level to both Chinese and non-Chinese audience. We strive to collaborate with our stakeholders to meet the fundamental need for spiritual and aesthetic satisfaction and richness in our lives.

OUR ARTISTIC VISION & ORGANIZATIONAL OBJECTIVES

- 1) Artistic excellence – creates high quality works; maintain high standards and creative excellence from all performers.
- 2) Education – Provide educational seminars/workshops to the community and schools to broaden the reach, appreciation and understanding of Cantonese opera.
- 3) Accessible, affordable & entertaining performances for the public
- 4) Provide employment opportunities to Cantonese opera artists, musicians and technicians.

OUR MISSION is to preserve and promote Cantonese opera in Canada. With our mandate, we strive to collaborate with other artists to enrich the colorful landscape of the Multicultural policy of Canada. The goals of the project are to foster and create partnerships within the community; to enrich the cultural wealth of Canada; to celebrate and build awareness of Canadian Multiculturalism.

Society History:

The Vancouver Cantonese Opera was incorporated on June 30th, 2000 as a non-profit organization. On February 23rd, 2005, Vancouver Cantonese Opera was designated as a charitable organization by the Canada Revenue Agency.

For the past 17 years, the Vancouver Cantonese Opera has collaborated with international and

Project Assistance Application for 2018

Vancouver Cantonese Opera

local artists to create high calibre and engaging Cantonese opera works that have reached audiences in Vancouver, Richmond and Surrey. As we grow artistically and organizationally, we continually offer a range of outreach and audience building activities that have included singing/performance technique classes, free singing sessions with seniors and children/youth opera classes and workshops on how to appreciate and understand the art form of Chinese opera. In addition to our annual performances, we have performed at numerous community festivals, multicultural events as well as being one of the official selected partners of the Vancouver Cultural Olympiad. We are a supported company of the Canada Council's Stand firm Network. Plus we collaborate with many stakeholders and local partners as we strive to promote Cantonese Opera and Chinese Canadian heritage throughout the Lower Mainland.

Vancouver Cantonese Opera has been offering Cantonese Opera singing and performance technique classes in Richmond since 2005, and participated in various multicultural events in Richmond community and senior homes.

In 2014 we were invited to do a workshop presentation at the FCCBC (B.C. Families with children from China). We were invited to perform at a fundraising gala at the Cumberland Museum at the City of Cumberland, B.C.

The first Multicultural Heritage Festival was launched in 2012. In 2013, we partnered with City of Richmond in the presentation "Multicultural Heritage" Festival and the event was renamed to Bamboo Theatre in 2016. The attendance in 2017 was 45,000 (a huge increase from 2016 of 25,000).

GRANT REQUEST

Requested Amount:	\$5,000
Project Budget:	\$37,205
Society Operating Budget:	\$108,417

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2017	\$3,800	Project Assistance
2016	\$3,800	Project Assistance
2015	\$5,000	Project Assistance
2014	\$3,850	Project Assistance

FINANCIAL SUMMARY

**Project Assistance Application for 2018
Vancouver Cantonese Opera**

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$115,061	\$108,417
Total Expenses:	\$131,495	\$106,413
Surplus:	(\$16,434)	\$2,004
Accumulated Surplus:	\$26,033	\$28,037

Other Funders: Canadian Heritage \$5,000, BC Gaming \$5,000

GRANT RECOMMENDATIONS

Recommended Amount: \$3,900

Aggregate Score: 43.0

Recommendation:

Project Assistance is recommended for this local presentation of Chinese culture, that brings the unique traditional art form of Cantonese opera to Chinese and non-Chinese audiences at no cost during the 2017 Richmond World Fest. The society has a strong track record of working with a diverse range of artists and cultural groups and is to be commended for contributing a significant portion of its budget towards creative fees which benefits local artists. They are also directed to improve their financial reporting.



Society: Vancouver International Sculpture Biennale

Project Name: BIG IDEAS Education Program in Richmond

Dates: February 2018 to June 2018

Project Summary:

Annually Richmond schools participate in the Vancouver Biennale BIG IDEAS program which brings local professional multi-disciplinary artists to schools helping learners develop creative and critical thinking skills essential to success in the workplace. Matching program grants are provided to schools. BIG IDEAS is a socially-inclusive program that connects all grades and schools. To date students from 43 Richmond classes (~1,000+ students) ranging from kindergarten to Grade 12 have benefited from the program.

Society Mission/Mandate:

The VANCOUVER BIENNALE is a non-profit community-based organization that celebrates art in public space by building community and transforming neighborhoods into an accessible OPEN AIR MUSEUM, where art is the catalyst for learning, community engagement, and social action. Our goal is to transform the urban landscape, creating globally inspired cultural experiences where people live, play, work, and transit. The Vancouver Biennale's artworks are located in high visibility public spaces that are free and accessible to everyone, via public transit, bike lanes or by car, showcasing the city as a vibrant international destination for the arts, which supports creativity and contributes to the local innovation economy. Our exhibitions integrate museum-calibre art into daily experience and bring a wide audience of people of all ages, cultural backgrounds, educational levels, and financial wherewithal together as a community to explore, learn, dialogue, and imagine. Our public outreach programs including lectures, talks, gatherings, school education programs, post-secondary learning resources, publications, and a strong online digital presence ensure a wide breadth of community engagement.

Society History:

The inaugural 2005-2007 Vancouver Biennale exhibition was an 18-month long exhibition featuring 24 international public art installations by 18 artists spread along oceanfront public parks throughout Vancouver and 16 public programs during the exhibition period. As a key exhibition partner of the Vancouver Biennale, Richmond hosted 7 art installations in 2009 – 2011. Richmond Art Gallery hosted 2 North American debut museum shows with community public programs. Aberdeen Centre Mall hosted an artist-in-residence and exhibited an art installation. Richmond also participated in the Bikennale which is a family-friendly bike ride across communities to explore public art installations. Water #10, installed at the River Road location as part of the 2009 -2011 exhibition, was subsequently purchased by Dava Development and donated the artwork to the City of Richmond. The Vancouver Biennale BIG DEAS Education Program provides a framework where public art is an inspiration for cross-curricular project-based learning. BIG IDEAS in-School provides a matching grant bringing local professional artists to schools. The number of participating Richmond schools steadily grew from 2 classes in 2013 to 3 classes in 2014 to 13 classes (6 schools) in 2015 to 15 classes (6 schools) in 2016. . In 2017 there were 10 Richmond classes participating.

GRANT REQUEST

**Project Assistance Application for 2018
Vancouver International Sculpture Biennale**

Requested Amount:	\$5,000
Project Budget:	\$25,820
Society Operating Budget:	\$1,004,500

MOST RECENT PREVIOUS GRANT(S)

N/A

FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>	<u>Proposed Year</u>	
Total Revenue:	\$769,256	\$1,004,500
Total Expenses:	\$688,796	\$1,004,500
Surplus:	\$80,460	\$1
Accumulated Surplus:	\$148,612	\$200

Other Funders:

GRANT RECOMMENDATIONS

Recommended Amount: \$0
Aggregate Score: 27.5

Recommendation:

Funding is not recommended for the project by this Vancouver-based organization. The society is to be congratulated for their ongoing educational endeavours across the Lower Mainland, but is encouraged to reflect on how their proposed pre-defined project could relate specifically to Richmond.



Society: Vancouver Tagore Society
Project Name: West Coast Tagore Festival 2018
Dates: August 24-25, 2018

Project Summary:

West Coast Tagore Festival is an annual event in its 8th year. The Festival, held at Richmond with generous support from the City of Richmond, brings creative works, philosophy, visions and ideals of Nobel-laureate poet and world cultural icon Rabindranath Tagore to culturally and ethnically diverse communities. Multicultural artists of different age-groups present his poetry, songs, dances, dramas, paintings, etc. not only professionally, colorfully, vibrant and engaging way but also making them readily appreciable and assimilable by audience of different backgrounds.

Society Mission/Mandate:

The mission of Vancouver Tagore Society is to organize and promote social, cultural and intellectual events which celebrate diversity, intercultural harmony and universalism, and to raise awareness of Eastern philosophies and cultures with special emphasis on and guided by universal humanism, transcendental spirituality, thoughts and philosophy of Rabindranath Tagore, Asia's first Nobel-laureate in Literature, as expressed through his poems, songs, writings, plays, lectures, art, social reforms and other works. Additional mission includes engaging communities in intercultural interactions and development of artists versed in ethnic cultures and heritage, particularly Bengali and South Asian. Guided by Tagore's vision of "confluence of cultures", the Society strives to provide a broad platform for communities and artists/performers to gather together, reach across cultural boundaries and enrich local communities culturally and intellectually. The Society's mandate is to disseminate the profound message of peace, humanity and equality, and wonderfully rich creative works of Rabindranath Tagore to the communities in a way that is readily appreciable and assimilable.

Society History:

Vancouver Tagore Society was formed in mid 2011 to celebrate the 150th birth anniversary of great Bengali poet and visionary Nobel-laureate Rabindranath Tagore. Over the last 7 years, VTS has organized 7 West Coast Tagore Festivals (4 of them 2-day events) at the Richmond Cultural Center annually from 2011 to 2016 and at the Richmond Gateway Theatre last year. In addition, the Society organized 2 Poetry Events (with music, dances, and refreshments) on the Rooftop Garden at the Cultural Center, and one International Women's Day program at the Councils Chambers. VTS has also participated as contributing partner in events held in Richmond, including the Richmond Multicultural Heritage Festival, International Peace Festival, Multicultural Mothers Day celebration, Autumn Dance Poetry (twice), Annual Literary Festival by WIN Canada, etc. In all the events organized by VTS in Richmond, a number of Richmond artists, poets and volunteers are always involved. Our events were inaugurated and/or graced by the Mayor Malcolm Brodie 3 times, Councillor Linda McPhail 3 times and Councillor Carol Day once.

Outside of Richmond, the Society has organized the "Tagore Spring Festival", a multicultural performing event for the last 3 years, in Surrey with City of Surrey Cultural Grants; and 1 dance-

Project Assistance Application for 2018**Vancouver Tagore Society****Summary Page 2**

drama and 1 music program at the Roundhouse Community Center, both with paid admissions. The Society has also participated as content partners in programs around the Lower Mainland.

GRANT REQUEST

Requested Amount:	\$5,000
Project Budget:	\$18,825
Society Operating Budget:	\$50,759

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2017	\$3,800	Project Assistance
2016	\$4,250	Project Assistance
2015	\$3,920	Project Assistance
2014	\$3,120	Project Assistance

FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$47,767	\$50,759
Total Expenses:	\$40,578	\$50,271
Surplus:	\$4,362	\$489
Accumulated Surplus:	\$7,188	\$489

Other Funders:**GRANT RECOMMENDATIONS****Recommended Amount:** \$3,900**Aggregate Score:** 42.5**Recommendation:**

Project Assistance is recommended for this unique multicultural festival that continues to attract large audiences and integrates a mix of community and professional artists into its program. The society is to be commended for expanding its fundraising efforts and is encouraged to improve its marketing efforts and continue seeking out diverse income streams to help support the society's stable, long-term growth and development.

City of Richmond Arts and Culture Grants Program
Operating Assistance Guidelines



The City of Richmond allocates grant funding for arts and cultural organizations that provide programming and activities for the benefit of Richmond residents.

The City's support acknowledges that the work of these organizations contributes to Richmond's quality of life, identity and economy and is extended to recipients who demonstrate vision, accountability and spirit of community service in their operations.

These guidelines incorporate recognized best practices and are designed to ensure accountability for use of public funds; **read through carefully before you make an application.**

If this is your first time making an application to the City of Richmond, or if you require further assistance, we encourage you contact:

Katie Varney, Manager, Community Cultural Development
 TEL 604-247-4941 E-MAIL kvarney@richmond.ca

Grant information and other information about our programs and services are available on the City website at www.richmond.ca/artists.

2018: Arts and Culture Grants Program Objectives and Description

The Arts and Culture Grants program is intended to support a range of artistic and cultural activity including literary, visual, media, dance, theatre, music, multi-disciplinary, inter-disciplinary, and community-based arts, reflecting different cultural traditions as well as contemporary art forms and practices.

The program provides grants to support organizational capacity through Operating Assistance as well as one-time or time-limited initiatives through Project Assistance. Organizations may not apply for more than one City of Richmond grant per year.

Operating Grants are provided to support the annual programming and operating activities of eligible organizations. All grants are reviewed on a yearly basis and are not to be viewed by applicants as an on-going source of funding.

Organizations already receiving City funding that represents the equivalent of operating funds are not eligible for Operating Assistance. They are eligible for Project Assistance funding if their project is outside the scope of their normal operations.

Application Forms

New applicants are encouraged to read through the Guidelines first to obtain a general understanding of the program and then contact the Cultural Development Manager (contact info above) to discuss your proposal, confirm your eligibility and request approval to apply. Once approved, you may proceed with the application.

- The application form is available online at www.richmond.ca/citygrants
- Applications must be received on or before the submission date. Late applications will not be accepted.
- Answer all the questions on the form concisely, and include all requested supporting materials.

Operating Assistance Eligibility Criteria

- Operating Assistance is for established organizations that have an ongoing presence in Richmond and a track record of quality public programs and services. Applicant must be based in Richmond, registered as a non-profit society in good standing with the Province of BC, having been established legally and in operation for at least two (2) years prior to the application deadline and have recently received City Grant funding and successfully completed the projects.
- Applicants must be based and active in Richmond and provide programming and services that are open to the public and publicized citywide, or in the case of umbrella organizations, must further the interests of artists, creators, arts organizations and elements of the arts community. The organization's activities can include policy development, advocacy, provision of professional services, and production of collective projects.
- Applicants must be independent organizations with clear mandates that include the provision of public programs and/or services with an arts and culture focus. Presented work must be primarily with and/or by local artists/performers/artisans (amateur and/or professional); activities may include some artists who are not Richmond residents.
- All principal professional artists should be compensated for their participation commensurate with industry standards. For more information about these standards, please refer to the following organizations:
 - American Federation of Musicians: www.afm.org
 - Canadian Actors Equity Association: www.caea.com
 - Canadian League of Composers: www.clc-lcc.ca
 - Canadian Alliance of Dance Artists: www.cadadance.org
 - Professional Writers Association of Canada: www.pwac.ca
 - Canadian Artists Representation/Le front des artistes canadiens/CARFAC: www.carfac.ca
- Applicants should have stable administration and artistic leadership, directed by recognized arts/culture professionals and/or experienced volunteers.
- Applicants must operate year-round in a fiscally responsible manner.
- Applicants must have other cash revenue sources for their activity that may include self-generated revenue (ticket sales, concession, memberships), funding from other levels of government (provincial, federal) and private sector support (fundraising, foundations, sponsorship, cash and in-kind donations).
- Applicants must provide independently prepared financial statements for the most recently completed fiscal year: an un-audited statement endorsed by two signing officers (with balance sheet and income statement, at minimum), review engagement or audit.
- Operating grants are awarded up to a maximum of 30% of the annual operating budget, to a maximum request of \$10,000.

Ineligible Organizations

- Organizations which do not meet eligibility criteria and requirements
- Other City of Richmond departments or branches
- Organizations already receiving City funding that represents the equivalent of operating funds
- Social Service, Religious, Political or Sports organizations

Ineligible Activities

- Fundraisers
- Deficit reduction
- Activity outside of Richmond
- Activity which was started prior to the application deadline
- Capital projects
- Activity that is not artistic or cultural

- Start-up costs
- Seed money for projects or events
- Showcases or recitals for schools/organizations with an educational mandate

Assessment Criteria

There are three key areas of evaluation that are weighted equally: merit, organizational competence and community impact. The organization's recent activities (as outlined in the previous year's Grant Use Report, for example) as well as proposed ones are taken into consideration when assessing an application.

Programming/Merit

- Quality of the organization's creation, production, presentation, dissemination and service activities (strength of intention, effectiveness of how it is put into practice, degree to which it enhances or develops a form, practice or process and impact on the creative personnel involved)
- Clear articulation of mandate/vision and degree to which the activity supports their organization's mandate/vision
- Distinctiveness of the organization's activities in relation to comparable activities in Richmond. Does it provide unique opportunities for artists, other arts organizations and the public?

Organizational Capacity

- Evidence of clear mandate, competent administration, functional board and an appropriate administrative and governance structure
- Evidence of financial stability and accountability as demonstrated through prior financial performance, achievable and balanced budgets, and financial management practices and plans
- Evidence of planning in place to support the proposal and/or ongoing organizational capacity (as per realistic schedules, timelines, planning practices, etc.)

Impact

- Level of public access to the work, activities or services
- Evidence of growing interest and attendance
- Level of engagement with other arts organizations, artists and community groups from all of Richmond's communities
- Evidence of promotional and/or outreach strategies in place to encourage wide public participation, awareness and engagement
- Demonstrated support from the community as evidenced through partnerships, collaborations, sponsorship support, in-kind support, volunteers, etc.

Assessment and Awarding of Grants

Complete applications are assessed by an Assessment Committee made up of City staff. A report on the Assessment Committee recommendations is written and submitted to City Council for their consideration and approval.

Council will make the final grant decisions, at its sole discretion, based on the program goals, criteria, policies, requirements and a review of City staff recommendations.

Council may:

- Approve a funding application:
 - in total, with or without conditions (i.e., subject to a mid-year review)
 - in part, with or without conditions
- Ask for more information
- Issue dollars in phases with conditions
- Deny an application

Council has final approving authority.

Funds will be dispersed as soon as possible after Council approval. The objective is to have all funds disbursed within 60 days of approval.

Grants are awarded on an annual basis. Applicants must re-apply each year. Continued funding is not guaranteed.

Conditions of Assistance

Please note that if your organization receives a City Grant, the following conditions will apply:

- Grant funds must be applied to current expenses, not used to reduce or eliminate accumulated deficits. Activities cannot be funded retroactively.
- The Society will make every effort to secure funding from other sources as indicated in its application. It will keep proper books of accounts for all receipts and expenditures relating to its activities and, upon the City's request, make available for inspection by the City or its auditors all records and books of accounts.
- If there are any changes in the organization's activities as presented in this application, Arts, Culture and Heritage Services Division must be notified in writing of such changes immediately. In the event that the grant funds are not used for the organization's activities as described in the application, they are to be repaid to the City in full. If the activities are completed without requiring the full use of the City funds, the remaining City funds are also to be returned to the City.
- The City of Richmond requires organizations receiving a City grant to appropriately acknowledge the City's support in all their information materials, including publications and programs related to funded activities (i.e. brochures, posters, advertisements, websites, advertisements, signs, etc.). Such recognition must be commensurate with that given to other funding agencies. If the logos of other funders are used in an acknowledgement, the City should be similarly represented. Acknowledgement is provided by using the City of Richmond logo in accordance with prescribed standards. City of Richmond logo files and usage standards will be provided to successful applicants. Failure to acknowledge the City's support may result in the inability of an organization to obtain grant support in future years.
- Receipt of a grant does not guarantee funding in the following fiscal year.
- Successful applicants will complete a Grant Use Report online as a pre-condition for consideration of an organization's future grant applications. If the Project has not been completed at that time, an updated Grant Use Report must be submitted upon completion.

Use of Funds

The following guidelines and limitations are designed to meet best practices and to ensure accountability for use of public funds:

- It is expected that applicants will combine the Operating Assistance support they receive with other sources of revenue and financial investment (grants, donations, earned revenues) as well as in-kind support and contributions.
- Operating grants are provided to support the annual programming expenses and annual operating costs of the Society.
- Eligible use of Operating Assistance funds include, but are not exclusively limited to:
 - Fees and related expenses for artists, musicians, programming staff, cultural workers
 - Volunteer expenses (recruiting, training, support, etc.)
 - Production expenses (installation of artwork, equipment rental, costumes, sound, lights, etc.)
 - Marketing, community outreach and promotional expenses
 - Operating overheads (insurance coverage, rent, etc.)
- Ineligible uses of Operating Assistance support include but are not exclusively restricted to:
 - Deficit reduction

- Capital expenditures (i.e. construction, property renovations, equipment purchase, software, etc.)
- Organizations that forecast a deficit budget are not eligible for support.

Confidentiality

All documents submitted by Applicants to the City of Richmond become the property of the City. The City will make every effort to maintain the confidentiality of each application and the information contained within except to the extent necessary to communicate information to staff and peer members of the Assessment Committee for the purpose of evaluation and analysis, as well as to Council for the recommendation report. The City will not release any of this information to the public except as required under the Province of British Columbia Freedom of Information and Protection of Privacy Act or other legal disclosure process.

City of Richmond Arts and Culture Grants Program
Project Assistance Guidelines



The City of Richmond allocates grant funding for arts and cultural organizations that provide programming and activities for the benefit of Richmond residents.

This support acknowledges that the work of these organizations contributes to Richmond's quality of life, identity and economy and is extended to recipients who demonstrate vision, accountability and spirit of community service in their operations.

These guidelines incorporate recognized best practices and are designed to ensure accountability for use of public funds; **read through carefully before you make an application.**

If this is your first time making an application to the City of Richmond, or if you require further assistance, we encourage you to speak with or meet with a staff member of Arts, Culture and Heritage Services to ensure that your proposal is eligible and to ask any questions that may assist you in putting together an application.

Katie Varney, Manager, Community Cultural Development
 TEL 604-247-4941 E-MAIL kvarney@richmond.ca

This information and other information on our programs and services are available on the City website at www.richmond.ca/artists.

2018: Arts and Culture Grants Program Objectives and Description

The Arts and Culture Grants program is intended to support a range of artistic and cultural activity including literary, visual, media, dance, theatre, music, multi-disciplinary, inter-disciplinary, and community-based arts, reflecting different cultural traditions as well as contemporary art forms and practices.

The program provides grants to support organizational capacity through Operating Assistance as well as one-time or time-limited initiatives through Project Assistance. Organizations may not apply for more than one City of Richmond grant per year.

Operating Grants are provided to support the annual programming and operating activities of eligible organizations. All grants are reviewed on a yearly basis and are not to be viewed by applicants as an on-going source of funding.

Organizations already receiving City funding that represents the equivalent of operating funds are not eligible for Operating Assistance. They are eligible for Project Assistance funding if their project is outside the scope of their normal operations.

Application Forms

New applicants are encouraged to read through the Guidelines first to obtain a general understanding of the program and then contact staff at Arts, Culture and Heritage Services to discuss your proposal and confirm your eligibility.

- The application form is available online at www.richmond.ca/citygrants
- Applications must be received on or before the submission date. Late applications will not be accepted.
- Answer all the questions on the form concisely, and include all requested supporting materials.

Project Assistance Eligibility Criteria

- Project Assistance is available for new and/or developing arts and culture organizations, or established arts and culture organizations working on a project basis or undertaking a special one-time initiative.
- Applicants must be registered as a non-profit society in good standing within the Province of BC, having been legally established and in operation for at least 6 months at the time of application deadline.
- Applicants must be active in Richmond and may be based outside of Richmond so long as their project takes place in Richmond, serves the Richmond community and employs Richmond artists (program may include some artists that are not local). For example, an art installation in Richmond organized by a Vancouver-based arts organization that employs Richmond artists and involves community engagement with Richmond residents would be eligible, but a concert in Richmond presented by a Burnaby-based organization would not be eligible.
- Programming and services must be accessible to the public and publicized citywide, or in the case of umbrella organizations, must further the interests of artists, creators, arts organizations and elements of the arts community. The organization's activities can include policy development, provision of professional services, and production of collective projects.
- Applicants must be independent organizations with clear mandates that include the provision of public programs and/or services with an arts and culture focus.
- All principal professional artists should be compensated for their participation commensurate with industry standards. For more information about these standards, please refer to the following organizations:
 - American Federation of Musicians: www.afm.org
 - Canadian Actors Equity Association: www.caea.com
 - Canadian League of Composers: www.clc-lcc.ca
 - Canadian Alliance of Dance Artists: www.cadadance.org
 - Professional Writers Association of Canada: www.pwac.ca
 - Canadian Artists Representation/Le front des artistes canadiens/CARFAC: www.carfac.ca
- Applicants should have stable administration and artistic leadership, directed by recognized arts/culture professionals and/or experienced volunteers.
- Applicants must have other cash revenue sources for their activity that may include self-generated or earned revenue (ticket sales, concession, memberships), funding from other levels of government (provincial, federal) and private sector support (fundraising, foundations, sponsorship, cash and in-kind donations).
- Applicants must provide independently prepared financial statements for the most recently completed fiscal year: an un-audited statement endorsed by two signing officers (with balance sheet and income statement, at minimum), review engagement or audit.
- Project grant funds may be requested for up to 50% of the total cost of the project, to a maximum of \$5,000.

Examples of Eligible Activity

- The development of arts and cultural activity that reflects cultural traditions or contemporary artistic practices that will result in some form of dissemination or presentation to a broad public audience. Public dissemination may include exhibitions, performance, publications, presentations, video, film, new media, radio, or web-based initiatives (not the development of organizational/program websites.)
- Artisanal projects that include manual work of a high standard to create items that may be functional and/or decorative, including furniture, clothing, jewellery, watercraft, etc.
- Collaborative and creative initiatives between professional artists and community members that will result in some form of public presentation and which clearly express community interests and issues and demonstrate a strong collaborative process.
- Special requests for audio recordings, publications, film, video or web-based unique initiatives.

- Artistic Residencies that facilitate learning, development and cultural exchange between professional artists or artisans and qualified host organizations. See Artistic Residencies, below.

Ineligible Organizations

- Organizations which do not meet eligibility criteria and requirements
- Other City of Richmond departments or branches
- Social Service, Political, Religious or Sports organizations

Ineligible Activities

- Core-training, in-class or curriculum-based training, conferences, mentorships
- Bursaries or scholarships
- Contests or competitions
- Activity that is not artistic or cultural
- Fundraisers
- Deficit reduction
- Activity outside of Richmond
- Activity which has started prior to the application deadline
- Capital projects
- Delivery of services and resources by Service Organizations

Individual artists cannot apply on their own but may make an application in partnership with a qualifying organization for artistic or skill development through an **Artistic Residency**:

Artistic Residencies

Artistic Residencies facilitate learning, development and cultural exchange opportunities between professional artists or artisans, qualified host organizations, and/or the community.

- Residency candidates must be Richmond-based professional artists. The City's definition of a professional artist is one that has:
 - completed basic training (university or college graduation or the equivalent in specialized training, such as two or three years of self-directed study or apprenticeships);
 - is recognized as such by peers; and
 - is committed to devoting time to artistic activity, if financially feasible.
- Applications may be made by a non-profit organization to either:
 - host a residency, or
 - sponsor a Richmond-based artist to be hosted by another organization (which may or may not be a non-profit but where the residency supports the program objectives and the Artist's residency objectives.)
- Applicants may apply to host consecutive residencies in the second year; however, priority will be given to new applicants each year. An applicant may sponsor more than one artist at a time within the same project.
- The organization must demonstrate the capacity to host or sponsor a residency and must meet the General Eligibility criteria.
- There must be clear artistic development objectives for both the artist and host organization.
- The residency should provide opportunities for development and creation of the artist's work and if possible, some form of presentation of the artist's work either in progress or at completion.
- There should be some public engagement component of the work during the residency that would offer learning opportunities for the artist, related staff, the arts and cultural community and/or the general public.
- The residency and work created therein must be in addition to the regular activities of the Host organization.
- The grant is applicable to project costs: artist fees, materials, presentation costs and project administration costs born by the host organization.

Artistic Residencies (cont'd)

A Residency Agreement should address the points below (4 pages max, min 11 pt font):

- Artist Letter of Intent demonstrating the residency objectives and how it will further the development of the artist or artistic practice
- Organization Letter of Intent indicating the residency objectives
- A work plan (including timelines, activities, milestone dates, etc.)
- Financial obligations of both parties
- How the project will be evaluated
- A contingency plan (addressing potential changes, conflict or non-compliance)
- Signatures of all parties involved agreeing to the terms
- Budget of revenues and expenses

Assessment Criteria

There are three key areas of evaluation that are weighted equally: merit, organizational competence and community impact. The organization's recent activities (as outlined in the previous year's Grant Use Report, for example) as well as proposed ones are taken into consideration when assessing an application.

Programming/Merit

- Quality of the organization's creation, production, presentation, dissemination and service activities (strength of intention, effectiveness of how it is put into practice, degree to which it enhances or develops a form, practice or process and impact on the creative personnel involved)
- Clear articulation of mandate/vision and degree to which the activity supports the mandate/vision
- Distinctiveness of the organization's activities in relation to comparable activities in Richmond. Does it provide unique opportunities for artists, other arts organizations and the public?

Organizational Capacity

- Evidence of clear mandate, competent administration, functional board and an appropriate administrative and governance structure
- Evidence of financial stability and accountability as demonstrated through prior financial performance, achievable and balanced budgets, and financial management practices and plans
- Evidence of planning in place to support the proposal and/or ongoing organizational capacity (as per realistic schedules, timelines, planning practices, etc.)

Impact

- Level of public access to the work, activities or services
- Evidence of growing interest and attendance
- Level of engagement with other arts organizations, artists and community groups from all of Richmond's communities
- Evidence of promotional and/or outreach strategies in place to encourage wide public participation, awareness and engagement
- Demonstrated support from the community as evidenced through partnerships, collaborations, sponsorship support, in-kind support, volunteers, etc.

Assessment and Awarding of Grants

Complete applications are assessed by an Assessment Committee made up of City staff. A report on the Assessment Committee recommendations is written and submitted to City Council for their consideration and approval.

Council will make the final grant decisions, at its sole discretion, based on the program goals, criteria, policies, requirements and a review of City staff recommendations.

Council may:

- Approve a funding application:
 - in total, with or without conditions (i.e., subject to a mid-year review)
 - in part, with or without conditions
- Ask for more information
- Issue dollars in phases with conditions
- Deny an application

Council has final approving authority.

Funds will be dispersed as soon as possible after Council approval. The objective is to have all funds disbursed within 60 days of approval.

Grants are awarded on an annual basis. Applicants must re-apply each year. Continued funding is not guaranteed.

Conditions of Assistance

Please note that if your organization receives a civic grant, the following conditions will apply:

- Grant funds must be applied to current expenses, not used to reduce or eliminate accumulated deficits. Activities cannot be funded retroactively.
- The Society will make every effort to secure funding from other sources as indicated in its application. It will keep proper books of accounts for all receipts and expenditures relating to its activities and, upon the City's request, make available for inspection by the City or its auditors all records and books of accounts.
- If there are any changes in the organization's activities as presented in this application, Arts, Culture and Heritage Services Division must be notified in writing of such changes immediately. In the event that the grant funds are not used for the organization's activities as described in the application, they are to be repaid to the City in full. If the activities are completed without requiring the full use of the City funds, the remaining City funds are also to be returned to the City.
- The City of Richmond requires organizations receiving a civic grant to appropriately acknowledge the City's support in all their information materials, including publications and programs related to funded activities (i.e., brochures, posters, advertisements, websites, advertisements, signs, etc.). Such recognition must be commensurate with that given to other funding agencies. If the logos of other funders are used in an acknowledgement, the City should be similarly represented. Acknowledgement is provided by using the City of Richmond logo in accordance with prescribed standards. City of Richmond logo files and usage standards will be provided to successful applicants. Failure to acknowledge the City's support may result in the inability of an organization to obtain grant support in future years.
- Receipt of a grant does not guarantee funding in the following fiscal year.
- Successful applicants will complete a Grant Use Report online as a pre-condition for consideration of an organization's future grant applications. If the Project has not been completed at that time, an updated Grant Use Report must be submitted upon completion.

Confidentiality

All documents submitted by Applicants to the City of Richmond become the property of the City. The City will make every effort to maintain the confidentiality of each application and the information contained within except to the extent necessary to communicate information to staff and peer members of the Assessment Committee for the purpose of evaluation and analysis, as well as to Council for recommendation report. The City will not release any of this information to the public except as required under the Province of British Columbia Freedom of Information and Protection of Privacy Act or other legal disclosure process.