



City of Richmond

Report to Committee

To: General Purposes Committee **Date:** December 17, 2019
From: Marie Fenwick **File:** 11-7125-01/2019-Vol
 Director, Arts, Culture and Heritage Services 01
Re: **2020 Arts and Culture Grant Program**

Staff Recommendation

That the 2020 Arts and Culture Grants be awarded for the recommended amounts and cheques disbursed for a total of \$116,815, as identified in Attachment 1 of the staff report titled "2020 Arts and Culture Grant Program" dated December 17, 2019 from the Director, Arts, Culture and Heritage Services.

Marie Fenwick
 Director, Arts, Culture and Heritage Services
 (604-276-4288)

Att. 5

REPORT CONCURRENCE		
ROUTED TO: Finance Department	CONCURRENCE <input checked="" type="checkbox"/>	CONCURRENCE OF GENERAL MANAGER
SENIOR STAFF REPORT REVIEW	INITIALS: CF	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 2020 Arts and Culture Grant Program, now in its ninth year.

This report supports Council's Strategic Plan 2018-2022 Strategy #3 One Community Together:

Vibrant and diverse arts and cultural activities and opportunities for community engagement and connection.

3.1 Foster community resiliency, neighbourhood identity, sense of belonging, and intercultural harmony.

3.2 Enhance arts and cultural programs and activities.

3.3 Utilize an interagency and intercultural approach to service provision.

Findings of Fact

2020 Arts and Culture Grant Budget

The 2020 Arts and Culture Grant Budget is \$116,815 including a 2% 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 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 of \$5,000.

Notice Given and Applications Received

In August 2019, announcements were placed on the City website, circulated via email and social media channels and a press release was issued advising the community that applications were being accepted for the 2020 City Grant Programs until October 28, 2019. A link to the City website was provided for further information and to access the online application system.

Each month between August and November, emails were sent to members of the Richmond Artists Directory to announce that the grants were online and to remind the recipients of

upcoming deadlines. The Richmond Artist Directory list is comprised of more than 450 individual artists and arts/cultural organizations that have opted to receive information from City staff throughout the year. Application Guidelines documents are available as pdf's along with links to the online form on both the "City Grant Program" and the "Artists' Opportunities" pages of the City website.

Staff met with all previous grant recipients individually over the summer to review their 2019 application, discuss any updates to their organization and project offerings, and make recommendations where appropriate.

Eleven applications were received for Operating Assistance and twelve for Project Assistance, for a total combined request of \$161,585. Tables outlining requests and recommended allocations for the 2020 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. The Grant Application Summary Sheets are taken verbatim from the applicants' submissions. 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 October 28th deadline. However, a one-week extension (to November 4) was provided for applicants who had experienced technical difficulties with their applications.

New Applications

This year, six new Project Assistance applications were received from six organizations that had never previously applied for a City Grant, including: Caravan Stage Society, Children's Theatre of Richmond Association, Direct Theatre Collective Society, Haipai Painting and Calligraphy Society of Canada, Somali Women Employment Society (also known as the Somali Women Empowerment Society) and WS Multicultural Services Society.

Application Review Process

An Assessment Committee made up of City staff reviewed the applications. The Committee 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 arts and culture, these three key areas were assigned a numerical ranking to create a total numeric score out of 50 for each application. At the adjudication meeting, the combined scores of all four members of the Assessment Committee were distilled to an average score to determine a funding recommendation:

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

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

In this ninth year of the Arts and Culture Grants Program, staff noted continued improved self-awareness among many of the applicants regarding the value of professional administrative support and a desire to undertake professional development initiatives to increase their capacity. Many applicants also cited increased success in securing program funding from other sources, showing an increase in organizational stability and funding diversification. There is also a continued rise in the development of community and corporate partnerships and demonstrated efforts to undertake new collaborations.

Analysis

2020 Arts and Culture Grant Program Information

The number of Operating Assistance applications received remained relatively stable in 2020 with 11 applications, down from 12 in 2019. There was a significant increase in the number of Project Assistance applications submitted this year with 12 applications, up from 5 in 2019.

Numbers of applications, allocations and staff recommendations are:

Table 1:

OPERATING ASSISTANCE Applications, Allocations and Recommendations (2012–2020)									
	2012	2013	2014	2015	2016	2017	2018	2019	2020
Total number of applications	10	9	9	9	9	12	11	12	11
New applicants	n/a	2	n/a	1	0	2	0	0	0
Grants denied	2	0	0	0	0	0	0	1	0
Partial amount of request recommended	3	1	9	7	2	12	11	2	11
Full amount of request recommended	5	8	0	2	7	0	0	9	0
Total amount requested	\$71,000	\$71,700	\$77,600	\$71,000	\$76,300	\$106,300	\$99,500	\$102,050	\$93,175
Total amount allocated/recommended	\$50,900	\$71,200	\$62,170	\$62,190	\$76,000	\$89,454	\$89,159	\$91,824	\$86,385

Table 2:

PROJECT ASSISTANCE Applications, Allocations and Recommendations (2012–2020)									
	2012	2013	2014	2015	2016	2017	2018	2019	2020
Total number of applications	17	13	14	12	7	9	7	5	12
New applicants	n/a	5	6	2	0	1	0	0	6
Grants denied	4	4	2	1	0	3	1	0	4
Partial amount of request recommended	8	5	12	11	2	6	6	3	8
Full amount of request recommended	3	5	0	1	5	0	0	2	0
Total amount requested	\$58,780	\$50,600	\$59,736	\$53,150	\$32,150	\$36,900	\$35,000	\$23,000	\$68,410
Total amount allocated/recommended	\$31,400	\$23,100	\$41,870	\$42,890	\$31,497	\$20,300	\$22,900	\$22,700	\$30,430

Table 3:

COMBINED Arts and Culture Applications, Allocations and Recommendations (2012–2019)									
	2012	2013	2014	2015	2016	2017	2018	2019	2020
Total number of applications	26	22	23	21	16	21	18	17	23
New applicants	n/a	5	6	2	0	1	0	0	6
Grants denied	7	4	2	1	0	3	1	1	4
Partial amount of request recommended	18	9	21	18	4	18	17	5	19
Full amount of request recommended	8	13	0	3	12	0	0	11	0
Total amount requested	\$133,280	\$122,300	\$137,336	\$124,150	\$108,450	\$143,200	\$134,500	\$125,050	\$161,585
Total budget	\$100,000	\$102,020	\$104,040	\$105,080	\$107,497	\$109,754	\$112,059	\$114,524	\$116,815
Total amount allocated/recommended	\$82,300	\$94,300	\$104,040	\$105,080	\$107,497	\$109,754	\$112,059	\$114,524	\$116,815

Reasons for Partial or No Funding

The recommended grant allocations vary depending on the degree of competition among applicants in any given year. This year was particularly competitive with the City receiving \$44,770 in requests in excess of the allocated budget of \$116,815. As such, none of the applicants were recommended for the full amount requested and all organizations who were recommended for funding in 2020 will receive a slight decrease in their funding over the previous year. As per the adjudication process noted above, applicants recommended for a higher percentage of requested funding scored higher than those recommended for lower percentages.

Overall, 19 out of 23 applicants were recommended for funding. Four applicants from the Project Assistance grant stream were not recommended for funding: three did not meet the program's eligibility criteria and one was denied based on the substance of their proposed project and

budget. With the growth in the number of new applicants this year, City staff plan to offer free information and grant writing workshops prior to next year’s deadline.

Financial Impact

The 2020 Arts and Culture Grant Program has a budget of \$116,815. The 2020 recommended allocations are itemized in Attachments 1 and 2.

Project Assistance	\$30,430
Operating Assistance	<u>\$86,385</u>
Total	\$116,815
Remaining	\$0

Conclusion

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 strategic directions identified in the City of Richmond’s Arts Strategy 2019–2024, including:

- investment in the arts;
- ensuring affordable and accessible arts for all;
- promoting inclusivity and diversity in the arts; and
- increasing awareness and participation in the arts.

The Richmond Arts and Culture Grants Program is understood not only as a source of funding for the applicants, who range from long-standing professional institutions to groups of enthusiastic amateur artisans, but as an important opportunity for capacity building, including those who may 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. The program also supports organizations to build their capacity and skills through annual face-to-face meetings with City staff.

The 2020 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

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essential components of a vibrant and liveable community. Staff recommend that the 2020 Arts and Culture Grants be allocated as proposed for the benefit of Richmond organizations and residents.



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

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

2020 Arts and Culture Grant - Summary of Recommendations

OPERATING ASSISTANCE GRANTS	
Society Name	Recommendation
Canadian YC Chinese Orchestra Association	\$9,400
Cinevolution Media Arts Society	\$9,550
Community Arts Council of Richmond	\$8,800
Richmond Arts Coalition	\$9,400
Richmond Community Band Society	\$3,500
Richmond Community Orchestra and Chorus Association	\$8,400
Richmond Delta Youth Orchestra	\$9,400
Richmond Music School Society	\$9,300
Richmond Potters' Club	\$6,500
Richmond Singers	\$9,405
Textile Arts Guild of Richmond	\$2,730
TOTAL OPERATING ASSISTANCE	\$86,385

PROJECT ASSISTANCE GRANTS	
Society Name	Recommendation
Caravan Stage Society	\$2,500
Children's Theatre of Richmond Association	\$0
Direct Theatre Collective Society	\$3,670
Haipai Painting and Calligraphy Society of Canada	\$0
Philippine Cultural Arts Society of BC	\$4,000
Richmond Art Gallery Association	\$4,700
Somali Women Employment Society	\$0
Steveston Historical Society	\$1,500
Tickle Me Pickle Theatre Sports Improv Society	\$4,700
Vancouver Cantonese Opera	\$4,700
Vancouver Tagore Society	\$4,660
WS Multicultural Services Society	\$0
TOTAL PROJECT ASSISTANCE	\$30,430

OPERATING ASSISTANCE SUBTOTAL	\$86,385
PROJECT ASSISTANCE SUBTOTAL	\$30,430
COMBINED TOTAL	\$ 116,815

**2020 Arts and Culture Grant –
Table of Applicant Requests and Recommendations**

OPERATING ASSISTANCE

Organization	2019 Grant	2020 Request	2020 Recommend	Comments	Pg
Canadian YC Chinese Orchestra Association	\$ 9,900	\$ 10,000	\$ 9,400	Operating Assistance is recommended for this unique concert group, known for their presentations of traditional Chinese instrumental music and for producing programs that contribute to building cultural harmony. They are to be applauded for continuing to sell out their local performances and for seeking out and securing new sources of funding. The Association is encouraged to look at professional development opportunities that can help them build organizational capacity.	1
Cinevolution Media Arts Society	\$ 10,000	\$ 10,000	\$ 9,550	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, youth, and new immigrants. They are to be commended for providing innovative and provocative programming at a range of popular events and pop-up locations across Richmond. As the Society continues to grow, they are encouraged to continue to strategically plan for long-term growth and organizational sustainability.	3

Organization	Most Recent City Grant (2019)	2020 Request	2020 Recommend	Comments	Pg
Community Arts Council of Richmond	\$ 10,000	\$ 10,000	\$ 8,800	Operating Assistance is recommended for this long-standing organization with a broad mandate to encourage participation in the arts. The Arts Council is commended for developing new partnerships and pursuing new outreach and mentorship opportunities in the community. The organization is strongly encouraged to address the self-identified challenges of maintaining relevancy, recruiting audiences and low membership. It is recommended that the Arts Coalition continue to develop recently introduced initiatives and partnerships to help increase their reach and impact.	5
Richmond Arts Coalition	\$ 10,000	\$ 10,000	\$ 9,400	Operating Assistance is recommended for this service organization whose aim is to support local artists and advocate for the arts in Richmond. The Coalition is to be congratulated for their ongoing communication initiatives and program offerings that promote and support local artists. The Coalition is encouraged to continue to proactively build community partnerships and represent the voices of local artists.	8
Richmond Community Band Society	\$ 3,575	\$ 3,775	\$ 3,500	Operating Assistance is recommended for this long-standing, volunteer-run organization that delights audiences at a wide range of year-round community events. The Society is to be commended for their ongoing presence at public events and they are encouraged to focus on strengthening their organizational capacity to help maintain their membership in the future.	10

Organization	Most Recent City Grant (2019)	2020 Request	2020 Recommend	Comments	Pg
Richmond Community Orchestra and Chorus Association	\$ 9,500	\$ 9,500	\$ 8,400	Operating Assistance is recommended for this well-established organization that engages a range of choral and orchestral musicians and provides local youth with exposure to classical music. The society is strongly encouraged to address their financial surplus and consider investing further in marketing and communications initiatives.	12
Richmond Delta Youth Orchestra	\$ 9,875	\$ 10,000	\$ 9,400	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 securing support from new funding sources. They are encouraged to continue to focus on capacity building.	14
Richmond Music School Society	\$ 10,000	\$ 10,000	\$ 9,300	Operating Assistance is recommended for this long-established school that provides high calibre and accessible educational opportunities for youth from all economic backgrounds. The Society is to be congratulated for their focus on equity and inclusion by providing subsidies and scholarships to young students. The organization is encouraged to focus on capacity building and fundraising to help them manage their self-identified space and growth concerns.	16

Organization	Most Recent City Grant (2019)	2020 Request	2020 Recommend	Comments	Pg
Richmond Potters' Club	\$ 6,500	\$ 7,000	\$ 6,500	Operating Assistance is recommended for this long-standing organization that provides pottery programs and demonstrations in the community. The Club is to be commended for expanding their philanthropic activities, including their new partnership with Nova Transition House. The Club is encouraged to diversify their revenue stream and fundraising efforts and to consider developing a strategic plan that can help guide them as they prepare for a revised operational and programming model in collaboration with the Richmond Arts Centre in 2021.	18
Richmond Singers	\$ 10,000	\$ 10,000	\$ 9,405	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 continuing to pursue a variety of fundraising initiatives and for participating in a range of community events. They are encouraged to focus on professional development initiatives, such as administration and fund development that will help strengthen their organization.	20
Textile Arts Guild of Richmond	\$ 2,800	\$ 2,900	\$ 2,730	Operating Assistance is recommended for this well-established organization that promotes textile arts as a means of creative expression, community giving and social engagement. The society is to be commended for its philanthropic initiatives and for diversifying its revenue stream. They are encouraged to investigate new ways to broaden their membership.	22

PROJECT ASSISTANCE

Organization	Most Recent City Grant (2019)	2020 Request	2020 Recommend	Comments	Pg
Caravan Stage Society	N/A	\$ 5,000	\$ 2,500	<p>Project Assistance, at a modest level, is recommended for "Virtual Rogues Season Opening," created by this performance-based theatre company that recently relocated to Richmond. The organization is strongly encouraged to further develop their project plans, address event logistics and consider diversifying their revenue stream. It is also suggested that they seek out partnerships that could assist them in executing this highly ambitious event, which is scheduled to open over Canada Day weekend.</p> <p>This grant is contingent on the organization receiving approval from all relevant regulatory bodies, including the City of Richmond through the REACT process.</p>	24
Children's Theatre of Richmond Association	N/A	\$ 10,000*	\$ 0	Project Assistance is not recommended for "Alladin Jr." because it did not meet the eligibility requirements of the program.	26
Direct Theatre Collective Society	N/A	\$ 3,824	\$ 3,670	Project Assistance is recommended for this burgeoning Richmond theatre company to mount a theatrical production of "Hysteria." The organization is to be commended for their inclusive and accessible approach to audience development that includes subsidized tickets for youth, dynamic public engagement and multilingual surtitling.	28

Organization	Most Recent City Grant (2019)	2020 Request	2020 Recommend	Comments	Pg
Haipai Painting and Calligraphy Society of Canada	N/A	\$ 4,596	\$ 0	Project Assistance is not recommended for the "Chinese Calligraphy event". It is recommended that the organization address its proposed budget with a projected deficit by securing other sources of funding. It is also recommended that the organization provide a more detailed outline of their proposed project plans and identify key stakeholders, themes and objectives of their event.	30
Philippine Cultural Arts Society of BC	N/A	\$ 5,000	\$ 4,000	Project Assistance is recommended for "Mabuhay 2020" a 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. The Society is to be congratulated for improving administrative operations and is encouraged to consider raising their artist fees.	32
Richmond Art Gallery Association	\$ 5,000	\$ 5,000	\$ 4,700	Project Assistance is recommended for "RAG Artist Salon Series 2020," a project that engages local artists in practices that encourage community-building, networking and professional development. The society is to be commended for introducing a program that meets the demand of the local arts scene and exists outside of their everyday operations.	34
Somali Women Employment Society (also known as Somali Women Empowerment Society)	N/A	\$ 9,990*	\$ 0	Project Assistance is not recommended for "Africa Zone-Richmond World Festival," because the organization did not meet the eligibility requirements of the program.	36

Organization	Most Recent City Grant (2019)	2020 Request	2020 Recommend	Comments	Pg
Steveston Historical Society	\$ 4,900	\$ 5,000	\$ 1,500	Project Assistance, at a modest level, is recommended to support "Steveston Alive! Walking Tour Vignettes," an immersive walking tour that aims to preserve and promote the history of Steveston through theatrical storytelling. The Society is instructed to direct this funding to the project elements that directly support local artists; specifically, the grant should support the theatre artist providing the workshop and the screenwriter and assistant screenwriter who will rework a portion of the script.	39
Tickle Me Pickle Theatre Sports Improv Society	\$ 2,900	\$ 5,000	\$ 4,700	Project Assistance is recommended for "TMP Improv Season," an entertaining theatrical program that engages youth, adults and families. The society is to be congratulated for growing their youth-focused initiatives and for providing access for young and emerging performing artists to explore new creative avenues.	41
Vancouver Cantonese Opera	\$ 5,000	\$ 5,000	\$ 4,700	Project Assistance is recommended for "The Bamboo Theatre," a local presentation of Chinese culture, that brings the unique traditional art form of Cantonese Opera to Chinese and non-Chinese audiences, at no cost. The society is to be commended for collaborating with a diverse range of artists and cultural groups and for contributing a significant portion of the budget to support local artists.	43

Organization	Most Recent City Grant (2019)	2020 Request	2020 Recommend	Comments	Pg
Vancouver Tagore Society	\$ 4,900	\$ 5,000	\$ 4,660	Project Assistance is recommended for "West Coast Tagore Festival 2020," a unique multicultural festival that continues to draw large audiences and integrates a mix of community and professional artists into its program. The society is to be commended for maintaining affordable event entry by-donation, and is encouraged to seek out sponsorships and other income streams to ensure future financial stability.	46
WS Multicultural Services Society	N/A	\$ 5,000	\$ 0	Project Assistance is not recommended for "Canada Multicultural Creative Works Festival," because the organization did not meet the eligibility requirements of the program.	49
TOTALS		\$161,585	\$116,815		

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 6 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 six years, we have been able to produce large scale concerts at The Richmond Gateway Theatre. 2014 Ocean Home Town concert, 2015 Qiao's Grand Courtyard concert, 2016 Festival Gala and Multicultural Art Festival concert, 2017 Rising stars concert, 2018 Canada International Art Festival, 2019 Colors of Summer concert. In fact, the above concerts were huge success and we had full house of over 500 audiences each time. In 2019, all tickets were sold out 4 weeks before concert.

GRANT REQUEST

Requested Amount:	\$10,000
Society Operating Budget:	\$35,900

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2019	\$9,900	Operating Assistance
2018	\$6,450	Operating Assistance
2017	\$6,000	Operating Assistance

FINANCIAL SUMMARY
Most Recently Completed Year
Proposed Year

Operating Assistance Application for 2020

Canadian YC Chinese Orchestra Association

Summary Page 2

Total Revenue:	\$43,595	\$62,000
Total Expenses:	\$49,733	\$61,500
Surplus:	(\$6,138)	\$500
Accumulated Surplus:	(\$683)	\$1,000
Other Funders:		

GRANT RECOMMENDATIONS

Recommended Amount: \$9,400

Aggregate Score: 43.8

Recommendation:

Operating Assistance is recommended for this unique concert group, known for their presentations of traditional Chinese instrumental music and for producing programs that contribute to building cultural harmony. They are to be applauded for continuing to sell out their local performances and for seeking out and securing new sources of funding. The society is encouraged to look at professional development opportunities that can help them build organizational capacity.

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 and is 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 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.

From 2007-2010, Cinevolution presented 3 editions of the Vancouver New Asia Film Festival (VNAFF), 2 editions of the DocuAsia Forum, over 30 community screenings, and Richmond's first youth film outreach program—the "Dream Project."

VNAFF rebranded as the Your Kontinent: International Film and Media Arts Festival (2011-2014), adopting a more international scope for film selection and introducing media art elements.

In 2015, Cinevolution broke from the traditional film festival model to channel resources into 2 signature programs, Digital Carnival and DocuAsia Forum.

Digital Carnival has been a part of the Richmond World Festival since 2016. Working with Guest Curator Wynne Palmer, we presented a 4-part program investigating the relationship between Nature and Technology through elemental themes (2016-2019). Encompassing a wide range of emerging and established media artists and art forms, the series has established experimental media arts as part of Richmond's public landscape.

Using documentary film as a platform, DocuAsia gathers artists, researchers, community organizers and the public for dialogue on current issues concerning contemporary Asia. Topics range from the rise of Christianity in modern day China (2009), resource extraction (2013), and global displacement (2017-2018).

GRANT REQUEST

Requested Amount: \$10,000

Society Operating Budget: \$165,182

MOST RECENT PREVIOUS GRANT(S)

Operating Assistance Application for 2020

Cinevolution Media Arts Society

Summary Page 2

Year	Amount	Grant Program
2019	\$10,000	Operating Assistance
2018	\$9,875	Operating Assistance
2017	\$9,500	Operating Assistance

FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$165,182	\$160,495
Total Expenses:	\$160,288	\$160,495
Surplus:	\$4,894	\$1
Accumulated Surplus:	\$4,894	\$1
Other Funders:	BC Gaming, Metro Vancouver, BC Arts Council: \$54, 000, Canadian Heritage \$36,900	

GRANT RECOMMENDATIONS

Recommended Amount: \$9,550

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 provocative programming at a range of popular events and pop-up locations across Richmond. As the society continues to grow, they are encouraged to continue to strategically plan for long-term growth and organizational sustainability.

Society: Community Arts Council of Richmond

Society Mandate Summary:

We assist in developing arts and culture in Richmond by providing citizens of all ages the opportunities to participate in, learn and benefit from the creative arts through exhibitions, performances, classes, workshops and special programs

Society History:

The CACR is a federally and provincially registered non-profit charity with a long and rich history in Richmond. The CACR was formed, when, prior to 1970, a group of like-minded people banded together through a united passion for growing, supporting and sustaining the arts community in the city. While the organization has evolved in direction and scope over the years, the original mandate has always been our guiding light.

The CACR is working board, actively and cooperatively involved in all the organization's projects. Together with its members, we strive to make a positive impact in Richmond, enriching the lives of many. Board members meet monthly to plan events and initiatives both independently and through partnerships with other local organizations that are in keeping with the current arts and culture sector. We also discuss ways to generate more interest and involvement in the CACR through membership, public attendance and volunteering.

Past Highlights:

-Raised major funds towards capital building projects like The Gateway Theatre and the Richmond Cultural Centre.

-Contributed to all art disciplines in Richmond in the form of grants and scholarships.

-Organized numerous classes and workshop and produced countless exhibitions and shows throughout the city.

-Provided gallery space for artist members to exhibit and sell their work .

Current Highlights:

- Produces exhibitions and performances, sometimes in partnership with other arts and culture organizations.

Operating Assistance Application for 2020

Community Arts Council of Richmond

Summary Page 2

- Acts in an advisory capacity to support other arts organizations' ventures.
- Supports the promotion of Richmond artists (youth, emerging, professional) with quality programs and membership services.
- Supports programs for youth from various socio-economic backgrounds to explore their creative potential through visual and performing arts.
- Fosters community engagement in the arts by a variety of methods through free events, programs, exhibition and public awareness.

GRANT REQUEST

Requested Amount: \$10,000
Society Operating Budget: \$44,715

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2019	\$9,674	Operating Assistance
2018	\$9,300	Operating Assistance
2017	\$9,200	Operating Assistance

FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$41,731	\$40,230
Total Expenses:	\$41,784	\$44,715
Surplus:	(\$53)	(\$4,485)
Accumulated Surplus:	\$103,019	\$98,534
Other Funders:	BC Gaming \$10,000, BC Creative Communities \$7,900	

GRANT RECOMMENDATIONS

Recommended Amount: \$8,800
Aggregate Score: 39.3

Recommendation:

Operating Assistance is recommended for this long-standing organization with a broad mandate to encourage participation in the arts. The society is commended for developing new partnerships and pursuing new outreach and mentorship opportunities in the community. The organization is strongly encouraged to address the self-identified

challenges of maintaining relevancy, recruiting audiences and low membership. It is recommended that the society continue to develop recently introduced initiatives and partnerships to help increase their reach and impact.



**Operating Assistance Application for 2020
Arts & Culture Grants Program**

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

Society: Richmond Arts Coalition

Society Mandate Summary:

We are a voice for artists and the arts in Richmond. We promote, support, and advocate for the Arts in all their various forms within Richmond, BC.

Society History:

In 2004, Richmond Arts Coalition (RAC) was formed as a direct result of the City developing a formal plan to strengthen its arts community. In 2008, the City endorsed a "2010 Arts Plan" identifying RAC as the organization responsible for bringing local artists, arts organizations together; leading in advocacy of local communities in arts & culture. RAC continues to partner with the City on its annual Arts Awards and three Art Symposiums, and has facilitated substantial grants to hiring artists during annual Maritime Festival. In 2013, RAC established an endowment fund with the Richmond Community Foundation to support the Arts Awards. In 2013, RAC assisted in a public outreach project, gathering surveys on issues in Richmond. This project, which included gathering numerous ideas in promoting closer connections between Arts and Business, was shared with the City. In 2015 & 2017, RAC hosted ArtRich at the Richmond Art Gallery, bringing more than 1600 visitors to the Gallery, and the event will be reprised later in 2019. RAC also promotes weekly "member feature" on its website through social media, and compiles a monthly Arts Events newsletter for publication in local papers, distribution to Tourism Richmond, and to local interested artists. The events are listed on RAC's website, shared via social media, and emailed to 470+ subscribers. RAC hired an Admin Assistant in 2016 and an Executive Director in 2017. In 2018, new Board Members joined RAC, bringing diversity and vibrancy, and the two employee roles were merged. In 2018, RAC partnered with Tourism Richmond to rebuild & refresh RAC's website. Since formation, RAC representatives have regularly attended meetings at City Hall to engage with staff and speak on issues relating to art. RAC actively reaches out to other community groups, promoting the importance of arts for a healthier Richmond.

GRANT REQUEST

Requested Amount: \$10,000
Society Operating Budget: \$71,400

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2019	\$10,000	Operating Assistance
2018	\$9,400	Operating Assistance
2017	\$9,200	Operating Assistance

FINANCIAL SUMMARY

Most Recently Completed Year

Proposed Year

Operating Assistance Application for 2020

Richmond Arts Coalition

Summary Page 2

Total Revenue:	\$62,536.96	\$88,720
Total Expenses:	\$66,502.73	\$88,720
Surplus:	(\$3,965.77)	\$1
Accumulated Surplus:	\$8,160.85	\$8,160.85
Other Funders:		

GRANT RECOMMENDATIONS

Recommended Amount: \$9,400

Aggregate Score: 44.3

Recommendation:

Operating Assistance is recommended for this service organization whose aim is to support local artists and advocate for the arts in Richmond. The society is to be congratulated for their ongoing communication initiatives and program offerings that promote and support local artists. The society is encouraged to continue to proactively build community partnerships and represent the voices of local artists.



**Operating Assistance Application for 2020
Arts & Culture Grants Program**

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

Society: Richmond Community Band Society

Society Mandate Summary:

To provide Richmond - focused musical concerts for the public,

Promote music in local schools via joint concerts and; Provide an outlet for the musical aspirations of our members, many of whom are returning to an instrument after years or even decades of not playing. .

Society History:

Richmond's Branch 5 of the Royal Canadian Legion created the band in 1973 and fully supported it until 1976 when it became independent of the Legion and was incorporated as The J.S. Thompson Band Society. In 1996 it was renamed The Lulu Island Music Society and in 2003 the Richmond Community Band Society. Throughout these name changes the band retained the same musical focus. Rehearsals are held every Monday evening from 8 to 10 pm in the Murdoch Centre, space rented from Brighthouse United Church. Our music director is Bob Mullett, a local professional musician.

Our role in Richmond is to provide a varied series of musical events by improving the skills of our members at rehearsals, most of whom are seniors resident in Richmond. Past performances have included Nov 11 ceremonies at the City Hall, the July 1st Canada Day parade in Steveston, the Ladner Band Fest, and an annual (for 32 consecutive years) ticketed fund raising concert at the Gateway Theatre. We also have performed at various seniors' residences, the Minoru Seniors' Centre, Aberdeen Shopping Mall, the Steveston Fish Cannery, the Britannia Heritage Shipyard and Westwind Elementary School. In the summer we present outdoor concerts in Richmond parks.

In 1995 we were invited to participate in the ceremonies celebrating the liberation of the Netherlands by Canadian Armed Forces at the end of WW2. In 1989 the band toured England and Scotland.

GRANT REQUEST

Requested Amount: \$3,775
Society Operating Budget: \$26,652.25

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2019	\$3,575	Operating Assistance
2017	\$2,704	Operating Assistance
2016	\$2,900	Operating Assistance

FINANCIAL SUMMARY

Most Recently Completed Year

Proposed Year

Operating Assistance Application for 2020

Richmond Community Band Society

Summary Page 2

Total Revenue:	\$10,301.92	\$13,675
Total Expenses:	\$16,350.33	\$14,050
Surplus:	(\$6,043.41)	(\$375)
Accumulated Surplus:	(\$6,043.41)	(\$375)
Other Funders:		

GRANT RECOMMENDATIONS

Recommended Amount: \$3,500

Aggregate Score: 41.3

Recommendation:

Operating Assistance is recommended for this long-standing, volunteer-run organization that delights audiences at a wide range of year-round community events. The society is to be commended for their ongoing presence at public events and they are encouraged to focus on strengthening their organizational capacity to help maintain their membership in the future.



**Operating Assistance Application for 2020
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 decided that it was time for Richmond to have its own orchestra and chorus 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 Tate's "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: \$9,500
Society Operating Budget: \$133,900

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2019	\$9,500	Operating Assistance
2018	\$9,200	Operating Assistance
2017	\$9,200	Operating Assistance

FINANCIAL SUMMARY

Most Recently Completed Year

Proposed Year

Operating Assistance Application for 2020

Richmond Community Orchestra and

Summary Page 2

Total Revenue:	\$123,910	\$133,700
Total Expenses:	\$126,683	\$133,700
Surplus:	(\$2,773)	\$20,000
Accumulated Surplus:	\$83,270	\$20,000
Other Funders:	BC Gaming \$25,000	

GRANT RECOMMENDATIONS

Recommended Amount: \$8,400

Aggregate Score: 38.8

Recommendation:

Operating Assistance is recommended for this well-established organization that engages a range of choral and orchestral musicians and provides local youth with exposure to classical music. The society is strongly encouraged to address their financial surplus and consider investing further in marketing and communications initiatives.

Society: Richmond Delta Youth Orchestra

Society Mandate Summary:

The RDYO provides quality orchestral training to youth between the ages of 8 and 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 were residents of Richmond, the Orchestra officially changed its name to Richmond Delta Youth Orchestra. Since our move to Richmond, our enrolment has nearly doubled. The Orchestra currently includes 150 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 2019) at the Richmond World Festival, Culture Days, the Richmond Cultural Centre, Richmond Public Library, 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: \$152,664.51

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2019	\$9,875	Operating Assistance
2018	\$9,875	Operating Assistance
2017	\$9,500	Operating Assistance

FINANCIAL SUMMARY

	<u>Most Recently Completed Year</u>	<u>Proposed Year</u>
Total Revenue:	\$153,052.5	\$166,255
Total Expenses:	\$152,664.51	\$166,245
Surplus:	\$387.99	\$10
Accumulated Surplus:	\$35,368.34	\$35,378.34

Other Funders:

GRANT RECOMMENDATIONS

Recommended Amount: \$9,400

Aggregate Score: 43.5

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 securing support from new funding sources. They are encouraged to continue to focus on capacity building.

Society: Richmond Music School Society

Society Mandate Summary:

To promote music excellence and to foster interest and participation in music at the highest quality of music education.

Society History:

The Richmond Music School Society has been a committed contributor to the cultural life of Richmond since it was established in 1979. As we enter our 40th anniversary season, we remain as committed as ever to a high standard of professional criteria with a focus on the accessibility of quality music education to all sectors of Metro Vancouver.

As a founding member of the BC Association of Community Music Schools, the Richmond Music School must adhere to a high standard of professional criteria to which commercial schools are not bound. Our focus is on the accessibility of music education to all sectors of the Richmond community with an emphasis on program excellence and community work.

As part of our commitment to the community, we can often be seen performing at events such as Culture Days, Aberdeen Centre, Lansdowne Mall, in addition to the free concerts that we house at the School. Our students also perform monthly recitals for different senior care facilities in Richmond, bringing the gift of music to those often isolated from the performing arts.

Between the cost of instrument purchases, equipment rentals, sheet music, lesson fees and program fees; music lessons can be a luxury that not everyone can afford. The Richmond Music School is bridging this gap by ensuring equity of access to quality music education through its various outreach programs, bursaries, scholarships and affordable lesson fees.

GRANT REQUEST

Requested Amount:	\$10,000
Society Operating Budget:	\$401,270

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2019	\$10,000	Operating Assistance
2018	\$9,200	Operating Assistance
2017	\$9,000	Operating Assistance

Operating Assistance Application for 2020

Richmond Music School Society

Summary Page 2

FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$411,098	\$401,270
Total Expenses:	\$398,530	\$401,270
Surplus:	\$12,568	\$1
Accumulated Surplus:	\$1,094	\$1
Other Funders:	Outreach Violin Program \$44,290	

GRANT RECOMMENDATIONS

Recommended Amount: \$9,300

Aggregate Score: 42.8

Recommendation:

Operating Assistance is recommended for this long- established school that provides high calibre and accessible educational opportunities for youth from all economic backgrounds. The society is to be congratulated for their focus on equity and inclusion by providing subsidies and scholarships to young students. The organization is encouraged to focus on capacity building and fundraising to help them manage their self-identified space and growth concerns.

Society: Richmond Potters' Club
Society Mandate Summary:

Providing education in the form of workshops and classes. Encourage mentoring. Demonstrate skills and techniques of pottery making to the public. Engage and support our local community.

Society History:

Formed in 1969 the RPC has, as volunteers, organized, administered & provided adult ceramic art classes to the Richmond public. RPC is open to the public to join. The RPC offers workshops/demonstrations, provides in-house education in clay arts, meets monthly, updates members of shows, exhibition & workshop opportunities, holds two 3 day sales per year, maintains a website & social media account, and has been a long time supporter & participant in City community events providing demonstrations & displays. The RPC shares the studio with the City's children program. RPC currently owns about \$40,000 worth of equipment & materials. 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 & 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, working collaboratively with the instructors to ensure the studio is well kept & safe and the groups work in harmony. Our well attended 2 yearly sales include the Richmond Spinners & Weavers Guild. Sales give us a chance to "talk pots" with the public, exposing them to art, and giving them an opportunity to shop locally & support local artists. The Club generously supports local non-profit organizations with donations or outreach. For many years, the RPC has been a very dedicated participant & supporter of the City of Richmond events (Doors Open, Culture Days, & the Maritime Festival) by providing displays & demonstrations and engaging with the public. The Club has provided opportunities to enhance artist creativity & education with classes, 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, & the value of art.

GRANT REQUEST

Requested Amount:	\$7,000
Society Operating Budget:	\$57,200

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2019	\$6,500	Operating Assistance
2018	\$6,000	Operating Assistance
2017	\$5,900	Operating Assistance

FINANCIAL SUMMARY
Most Recently Completed Year
Proposed Year

Operating Assistance Application for 2020

Richmond Potters' Club

Summary Page 2

Total Revenue:	\$58,640	\$59,000
Total Expenses:	\$50,068	\$59,000
Surplus:	\$8,572	\$0.01
Accumulated Surplus:	\$8,572	\$0.01
Other Funders:		

GRANT RECOMMENDATIONS

Recommended Amount: \$6,500

Aggregate Score: 42

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 expanding their philanthropic activities, including their new partnership with Nova Transition House. The society is encouraged to diversify their revenue stream and fundraising efforts and to consider developing a strategic plan that can help guide them as they prepare for a revised operational and programming model in collaboration with the Arts Centre in 2021.



**Operating Assistance Application for 2020
Arts & Culture Grants Program**

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

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 15th 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 is celebrating their 30th anniversary this year and "sing out" at over 40 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, Tim Horton's Kids Camps and Music Heals. 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 the Kathaumixw International Choral Festival. In April 2019 senior members attended BCCF Seniors' Chorfest.

GRANT REQUEST

Requested Amount:	\$10,000
Society Operating Budget:	\$62,725

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2019	\$10,000	Operating Assistance
2018	\$7,450	Operating Assistance
2017	\$7,000	Operating Assistance

FINANCIAL SUMMARY

Operating Assistance Application for 2020

Richmond Singers

Summary Page 2

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$62,381.92	\$62,925
Total Expenses:	\$63,043.59	\$62,925
Surplus:	\$2,338.33	(\$1,100)
Accumulated Surplus:	\$1	\$1
Other Funders:		

GRANT RECOMMENDATIONS

Recommended Amount: \$9,405

Aggregate Score: 45

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 continuing to pursue a variety of fundraising initiatives and for participating in a range of community events. They are encouraged to focus on professional development initiatives, such as administration and fund development that will help strengthen their organization.

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. 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. 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. 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, 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. In 2016 TAGOR added Habitat for Humanity as a community partner and created 12 quilts for the families moving into their Richmond Project houses in 2019. 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. In 2018 the TAGOR website was totally re-designed including online registration for workshops. Also that year, TAGOR's Constitution and By-Laws were updated to comply with the BC Societies Act. In 2019, TAGOR was a finalist in the Richmond Arts Award Volunteer Category and was recently presented with an acknowledgement plaque from Richmond Lion's Manor for its generous, long term donation of quilts to that facility.

GRANT REQUEST

Requested Amount:	\$2,900
Society Operating Budget:	\$14,641.1

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2019	\$2,800	Operating Assistance
2018	\$2,750	Operating Assistance
2017	\$2,750	Operating Assistance

FINANCIAL SUMMARY

Operating Assistance Application for 2020

Textile Arts Guild of Richmond

Summary Page 2

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$11,868.02	\$9,400
Total Expenses:	\$11,868.02	\$9,400
Surplus:	\$0.01	\$0.01
Accumulated Surplus:	\$2,773.08	\$3,500
Other Funders:		

GRANT RECOMMENDATIONS

Recommended Amount: \$2,730

Aggregate Score: 43.8

Recommendation:

Operating Assistance is recommended for this well-established organization that promotes textile arts as a means of creative expression, community giving and social engagement. The society is to be commended for its philanthropic initiatives and for diversifying its revenue stream. They are encouraged to investigate new ways to broaden their membership.

Society: CARAVAN STAGE SOCIETY

Project Name: Virtual Rogues Season Opening in Richmond

Dates: July 1-5, 2019

Project Summary:

The Caravan will be launching our 2020 season -- and our World Premiere of our production newest production VIRTUAL ROGUES -- in the city of Richmond. We have a site secured at Shelter Island Marina to mount the production for a run of 5 days from July 1 to July 5, 2020. This World Premiere event is a show celebrating the Caravan Stage Company's 50th year of producing, creating, and touring original theatrical productions (all under the continuous artistic management of founders and directors, Paul Kirby & Adriana Nans Kelder) ...and bringing these shows to audiences in very unique venues.

Society Mission/Mandate:

The Caravan Stage is a Canadian non-profit touring theatre company, founded in BC in 1970. The Caravan creates and tours original contemporary theatre works on the themes of environmental degradation, social equality, and human rights. The Caravan tours these works to audiences in an unusual mode ... from 1970 to 1993 with large wagons pulled from town to town by Clydesdale horses and performing in a large tensile tent ... from 1994 to the present, in a custom-built 90ft Tallship with the audience sitting on the shore watching the shows presented on the decks and up in the rigging of the Caravan ship, the Amara Zee ("The Heart of the Sea Goddess").

The Caravan created these culturally evocative venues in order to entice and attract a non-traditional popular audience to contemporary Canadian theatre. This, in turn, allows the Caravan to create and perform experimental productions with a content that resonates with the dreams and concerns of peoples from a diverse range of social and economic backgrounds. The Caravan shows embrace the contemporary ethos of current times: environmental degradation & climate change, gender conflicts, digital surveillance techno culture, annihilation of indigenous peoples, exploitation of racism and the loss of mystery, magic, and mythology.

Society History:

Initially, from 1970 to 1997, the Caravan toured in five large colourful circus style wagons pulled by teams of Clydesdale horses, staging the shows in a unique Tensile Tent that seated 800 patrons. The Caravan World's Only Horse Drawn theatre toured throughout BC, Alberta, & Ontario as well as in the US: WA, OR, CA, NY, & FL. Then in 1993, the Caravan decided to "switch horses in mid-stream" to a Tall Ship Showboat. The Caravan's new touring venue, the Amara Zee, a 90ft Tall Ship built by the Caravan artists and technicians, was launched in 1997 and began voyaging over the Seven Seas. From 1997 to 2018, the Caravan travelled to cities up and down the East Coast of North America, the Great Lakes and the Gulf of Mexico, plus touring for nine years in Europe, the Balkans, and the Mediterranean performing in over 20 countries with its multi-lingual, multi-artistic disciplinary creations. In 2017, the Caravan was invited to "Come Home", and returned to its Home-waters, the Salish Sea, after we were invited to perform our new show, Nomadic Tempest, in Vancouver and Victoria for the Canada 150 celebration.

Project Assistance Application for 2020

CARAVAN STAGE SOCIETY

Summary Page 2

After 25 years from the commencement of construction, and touring over 70,000 nautical miles, performing in 22 countries, and voyaging in six of the Earth's seven seas, it became time to put the Amara Zee in a boatyard to do a re-fit and re-equip of this unique venue. The Caravan was offered a dry-dock sponsorship by the Shelter Island Marina & Boatyard in Richmond BC, and has been undergoing this re-fit since October 2018. Following the re-fit, the Caravan will stay in Richmond with a 10 year lease for the Amara Zee to call Shelter Island home. As such, the Amara Zee (and the Caravan) are now permanent residents of Richmond. We are launching our 2020 season here at Shelter Island, as a thank you to the community for hosting and supporting our re-fit of the ship and our continued presence in the community.

GRANT REQUEST

Requested Amount:	\$5,000
Project Budget:	\$48,125
Society Operating Budget:	\$265,690

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
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FINANCIAL SUMMARY

	<u>Most Recently Completed Year</u>	<u>Proposed Year</u>
Total Revenue:	\$263,045	\$265,690
Total Expenses:	\$276,417	\$265,690
Surplus:	(\$13,372)	\$0.01
Accumulated Surplus:	(\$364,182)	(\$364,182)

Other Funders:

GRANT RECOMMENDATIONS

Recommended Amount: \$2,500

Aggregate Score: 31.2

Recommendation:

Project Assistance, at a modest level, is recommended for "Virtual Rogues Season Opening," created by this performance-based theatre company that recently relocated to Richmond. The organization is strongly encouraged to further develop their project plans, address event logistics and consider diversifying their revenue stream. It is also suggested that they seek out partnerships that could assist them in executing this highly ambitious event, which is scheduled to open over Canada Day weekend.

Society: Children's Theatre of Richmond Association

Project Name: CTORA Presents: Aladdin Jr.

Dates: November 25-29

Project Summary:

We will be producing the children's theatre show Aladdin Jr. in November 25-29 at the Massey Theatre. The production will include a full cast of children, with professional theatre trainers, and a large quantity of volunteers. The goal of this project is to provide a professional theatre experience for young actors who are pursuing a career in this, giving them the opportunity to showcase their skills and learn the ropes of the industry.

Society Mission/Mandate:

The Children's Theatre of Richmond Association strives to provide all-inclusive performance theatre opportunities for young professionals and children, and inspire the next generation of artists to pursue creative careers.

At CTORA we put dreams first. We want to create a safe and fun environment for children to grow and pursue their love for theatre, with the help of experienced industry professionals. We go through rigorous screening to accept the children who are most passionate, and children in whom we see a desire to advance their skills and a genuine love for the arts.

Our purpose as a non profit organization is to provide professionally produced musicals for youth performers who are pursuing their dreams to be musical actors and actresses. As a child with an interest in professional musical theatre, the options to perform and grow as an artist in Vancouver are limited. Most professionally produced shows only require 1-2 children to be casted despite the hundreds of children that audition for the roles. The Children's Theatre of Richmond creates productions where children and young teens are the focus, providing them with plenty of opportunities to grow as musical actors and actresses, fostered by industry professionals from all over Canada.

Society History:

Founded in 2017 by two young mothers, CTORA was created to realize the dreams of their children who wanted to become musical theatre performers but was faced with limited options. The Greater Vancouver area did not offer professional productions or training for children and young teens nor did it offer many professional stage performance opportunities. Lily Yuan and Janet Wang decided to take it upon themselves to start an organization to create junior productions where it would also double as a professional training program for the kids who had a passion for the art. With their own savings, the duo bought the rights to Disney's Aladdin Jr. and began auditions to create their first production ever. Aladdin Jr. was well received by young and old alike, and messages came in asking them to create more shows. Since then, CTORA has

Project Assistance Application for 2020

Children's Theatre of Richmond Association

Summary Page 2

since produced six shows with 210 children casted out of the 1500 children that came to audition.

Disney's Aladdin Jr (2017)

Disney's The Little Mermaid (2018)

Disney's Beauty and the Beast Jr (2018)

Rodgers and Hammerstein's Cinderella (2019)

Disney's The Lion King (2019)

Disney's Peter Pan Jr. (In production, to play on Nov. 29- Dec. 7 2019)

GRANT REQUEST

Requested Amount:	\$10,000
Project Budget:	\$325,750
Society Operating Budget:	\$340,750

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
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FINANCIAL SUMMARY

	<u>Most Recently Completed Year</u>	<u>Proposed Year</u>
Total Revenue:	\$193,378.46	\$302,000
Total Expenses:	\$162,150	\$340,000
Surplus:	(\$31,228.46)	(\$38,000)
Accumulated Surplus:	(\$31,228.46)	(\$38,000)

Other Funders:

GRANT RECOMMENDATIONS

Recommended Amount: \$0
Aggregate Score: 14

Recommendation: Project Assistance is not recommended for "Alladin Jr." because it did not meet the eligibility requirements of the program.

Society: Direct Theatre Collective Society

Project Name: Hysteria

Dates: Summer/Fall 2020

Project Summary:

Direct Theatre Collective will produce a new version of it's award-winning seminal show Hysteria, with a sharp focus on engaging the rich cultural diversity of Richmond. Particularly with regards to engaging the youth sector who so vitally effect (and are affected by) the future of the themes explored within the production (Consent/Technology/Privacy/Sexual Politics and Gender Politics).

Society Mission/Mandate:

Direct Theatre Collective Society is a not-for-profit organization committed to producing original new work through devising and collaborative exploration; recognizing art as a vehicle for social and societal change; representing marginalized communities and using theatre as a device to evoke and provoke.

In order to carry out this mandate the Society will:

- a. Strive to provide opportunities to collaborators/participants of all races, ages and gender identities,
- b. Focus on producing new artistic works or presenting established works in revised ways,
- c. Provide honorariums for all artistic and technical contributions.

Society History:

The society was created and founded by Richmond Artist - Jill Raymond, and the home of Direct Theatre Collective is in the new Artists Village in Capstan/North Richmond.

The society has successfully produced it's flagship production Hysteria after further development from it's routes as a Vancouver Fringe show (before the society was established). Direct Theatre Collective is a progressive new company making strides and has plans to bring more diverse performance programming to Richmond. Direct Theatre Collective is also committed to building the artistic community in Richmond and bringing together multi-disciplines to create its work. Through this project and future projects, Direct Theatre Collective is committed to placing itself boldly within the new burgeoning artistic scene in Richmond; connecting with cultural, artistic and educational leaders and bringing important new work to audiences in the City and throughout the Lower Mainland.

Project Assistance Application for 2020

Direct Theatre Collective Society

Summary Page 2

GRANT REQUEST

Requested Amount:	\$3,824
Project Budget:	\$9,349
Society Operating Budget:	\$730

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
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FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$7,854.71	\$1,350
Total Expenses:	\$6,874.08	\$730
Surplus:	\$980.63	\$620
Accumulated Surplus:	\$980.63	\$1,600.63

Other Funders:

GRANT RECOMMENDATIONS

Recommended Amount: \$3,670

Aggregate Score: 46.5

Recommendation:

Project Assistance is recommended for this burgeoning Richmond theatre company to mount a theatrical production of "Hysteria." The organization is to be commended for their inclusive and accessible approach to audience development that includes subsidized tickets for youth, dynamic public engagement and multilingual surtitling.



Society: HAIPAI PAINTING AND CALLIGRAPHY SOCIETY OF

Project Name: Chinese Calligraphy event

Dates: May 2020

Project Summary:

a presentation of Chinese history and arts

Society Mission/Mandate:

To promote the Chinese arts of painting and calligraphy in Canada

Society History:

The society was founded in 2009 and moved from north Burnaby to Richmond in 2010. Since then, it has been put on demonstrations and workshops, first Sunday of every month over the last several years at Richmond library. It held Chinese Calligraphy event successfully two years in a row. It has also brought several professional artists and calligraphists from China for the purpose of cultural exchange on a yearly basis.

GRANT REQUEST

Requested Amount:	\$4,596.25
Project Budget:	\$9,192.5
Society Operating Budget:	\$9,268.5

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
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FINANCIAL SUMMARY

	<u>Most Recently Completed Year</u>	<u>Proposed Year</u>
Total Revenue:	\$800	\$4,596.25
Total Expenses:	\$1,405.43	\$9,268.5
Surplus:	(\$605.43)	(\$4,672.25)
Accumulated Surplus:	(\$605.43)	(\$4,941.18)

Other Funders:

GRANT RECOMMENDATIONS

Recommended Amount: \$0
Aggregate Score: 16

Recommendation: Project Assistance is not recommended for the "Chinese Calligraphy event". It is recommended that the organization address its proposed

budget with a projected deficit by securing other sources of funding. It is also recommended that the organization provide a more detailed outline of their proposed project plans and identify key stakeholders, themes and objectives of their event.

Society: Philippine Cultural Arts Society of BC

Project Name: Mabuhay 2020

Dates: May 3rd 2020

Project Summary:

Our show "Mabuhay 2020", will mark PhilCAS' 20th year anniversary with a cast including alumni and current members alike to present a collection of Filipino traditions and celebrations. We will be presenting this mosaic of dance and music at Gateway Theatre on May 3rd, 2020. In preparation for this event, we encourage members and new participants to learn traditional dance and music through workshops, practices, and performances. We invite residents of Richmond and the lower mainland to celebrate PhilCAS' 20 years of enriching the community with the history and art of the Philippines.

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:

onette 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.

Project Assistance Application for 2020

Philippine Cultural Arts Society of BC

Summary Page 2

GRANT REQUEST

Requested Amount:	\$5,000
Project Budget:	\$16,665
Society Operating Budget:	\$21,165

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2018	\$3,700	Project Assistance
2017	\$2,100	Project Assistance
2016	\$4,447	Project Assistance

FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$19,034.69	\$21,165
Total Expenses:	\$11,875.68	\$21,165
Surplus:	\$7,159.01	\$0.01
Accumulated Surplus:	\$10,287.76	\$10,287.76

Other Funders:

GRANT RECOMMENDATIONS

Recommended Amount: \$4,000

Aggregate Score: 37.8

Recommendation:

Project Assistance is recommended for "Mabuhay 2020" a 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. The Society is to be congratulated for improving administrative operations and is encouraged to consider raising their artist fees.

Society: Richmond Art Gallery Association

Project Name: RAG Artist Salon series 2020

Dates: February - December 2020 (1 date per month, Dates TBC)

Project Summary:

RAGA proposes to continue our support of Richmond artists. We seek funding towards Artist Salon, a professionalizing social group and series of workshops for local artists. Hosted monthly at the Gallery, we invite guest art professionals to host workshops that foster connections among our community's diverse range of artists. This program was very successful in past years, and we have had many requests from local artists to revive the program. Next year we aim to renew the program with a combination of professional development and social events for local artists.

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, artist talks and tours, and artist workshops. A corps of docents offer Richmond Art Gallery Association tours in English, Cantonese and Mandarin, while gallery attendants welcome and orient visitors to the current exhibitions daily. The School 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

Project Assistance Application for 2020

Richmond Art Gallery Association

Summary Page 2

Requested Amount:	\$5,000
Project Budget:	\$10,000
Society Operating Budget:	\$243,144.65

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2019	\$5,000	Project Assistance
2018	\$3,900	Project Assistance
2017	\$3,800	Project Assistance

FINANCIAL SUMMARY

Most Recently Completed Year

Proposed Year

Total Revenue:	\$218,501	\$243,144.65
Total Expenses:	\$213,855	\$242,295
Surplus:	\$4,646	\$242,295
Accumulated Surplus:	\$4,646	\$849.65

Other Funders: Metro Vancouver \$5,000

GRANT RECOMMENDATIONS

Recommended Amount: \$4,700

Aggregate Score: 43.5

Recommendation:

Project Assistance is recommended for "RAG Artist Salon Series 2020," a project that engages local artists in practices that encourage community-building, networking and professional development. The society is to be commended for introducing a program that meets the demand of the local arts scene and exists outside of their everyday operations.

Society: Somali Women Employment Society

Project Name: Africa Zone- Richmond World Festival

Dates: August 28 2020

Project Summary:

Three-day Free event, involving communities from different background and origins, including them in planning, organizing and running of the Richmond World Fest- at Africa Zone '20

The first day starts with educational piece through a dialogue, followed with cultural activities, that will include the Traditional dance/Fashion show, performances, Poets, Acrobatic, exhibition etc. Our objective is to create cultural Awareness and celebrate our cultures, be aware and gain understanding, a realistic event with beneficial impacts presented through Arts, Culture and education - (Dialogue).

Society Mission/Mandate:

Our Mission

Focuses on minority groups, especially those of People of African Descent (Somali Seniors/Children and Youth) community and their families to fully integrate into Canada successfully. A non-for-profit organization that assist Women/girls and members of their families to learn and develop the use of English language, gain employment related skills/tools, cultural understanding, inclusive and be encouraged to participate in events as successful Canadians.

Mandate

Our organization was established as a Society with the mandate to oversee that, All women, girls in our communities are respected, protected, heard, supported, and empowered, that is what SWES stands for. We partner with other like-minded agencies, Societies, groups and or individuals for the flowing:

- We promote educational, and cultural programs,
protect, advocate and help prevent domestic
violence, abuse and neglect among our

women/girls

- Run a Food Bank with Halal items, as most elders

Society History:

The role of Somali women Empowerment Society is to:

1. Establish and operate a community Resource Center that will act as a resource center, offering different activities/programs that benefit the people of Richmond as a whole.
2. To increase providing educational, counseling, other support services to immigrants and refugees, including language conversation, employment training skills/tools, resumes writing, job search, interviews preparations, translation, information dissemination other cultural activities etc.
3. Operate weekly Food bank to help the Somali and other women from the continent of Africa, who are experiencing language challenges/barriers, as well as those living under poverty index line, to be able to be assisted by the Halal Food. The word "halal"

GRANT REQUEST

Project Assistance Application for 2020

somali women employment society

Summary Page 3

Requested Amount:	\$9,990
Project Budget:	\$48,301
Society Operating Budget:	\$130,000

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
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FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$38,000	\$130,000
Total Expenses:	\$38,000	\$90,000
Surplus:	\$50,000	\$130,000
Accumulated Surplus:	\$50,000	\$50,000

Other Funders:

GRANT RECOMMENDATIONS

Recommended Amount: \$0

Aggregate Score: 0

Recommendation:

Project Assistance is not recommended for "Africa Zone" Richmond World Festival," because the organization did not meet the eligibility requirements of the program.

Society: Steveston Historical Society

Project Name: Steveston Alive! Walking Tour Vignettes

Dates: January - August 2020 (performances occur in summer 2020)

Project Summary:

Walking Tour Vignettes launched in summer 2017 as a Canada 150 and Richmond 150 project, and was repeated in 2018 & 2019. 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 2017 production. For our student actors this was extremely encouraging as this was their first time being involved in arts and heritage programming in their community. In 2020, we plan to continue partnering with Steveston-London Secondary.

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.

Recent projects include:

- Nikkei Stories of Steveston: a 10-part documentary series that pays tribute to the strengths and

Project Assistance Application for 2020

Steveston Historical Society

Summary Page 2

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 saw drama students from Hugh McRoberts Secondary School perform stories of Steveston's shared triumphs and tragedies.

GRANT REQUEST

Requested Amount: \$5,000

Project Budget: \$17,577.34

Society Operating Budget: \$35,000

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2019	\$4,900	Project Assistance
2018	\$2,900	Project Assistance

FINANCIAL SUMMARY

	<u>Most Recently Completed Year</u>	<u>Proposed Year</u>
Total Revenue:	\$75,379.91	\$35,170
Total Expenses:	\$86,074.89	\$34,647.69
Surplus:	(\$10,694.98)	\$500
Accumulated Surplus:	\$18,566.02	\$19,000

Other Funders:

GRANT RECOMMENDATIONS

Recommended Amount: \$1,500

Aggregate Score: 29.8

Recommendation: Project Assistance, at a modest level, is recommended to support "Steveston Alive! Walking Tour Vignettes," an immersive walking tour that aims to preserve and promote the history of Steveston through theatrical storytelling.

Society: Tickle Me Pickle Theatre Sports Improv Society

Project Name: TMP Improv Season

Dates: July 2020-June 2021

Project Summary:

We wish to continue to provide Richmond with improv shows, improv workshops in school classes and groups, and improv team/club mentoring in schools for the 2020-2021 season. The TMP season includes regular skill and team development practices, professional development for our performing artists, the delivery of workshops throughout the Richmond community, several community shows coordinated by TMP, including the annual fundraising event entitled Laughter Is The Best Medicine.

Society Mission/Mandate:

Tickle Me Pickle (TMP) is dedicated to providing family-friendly improv comedy to Richmond residents. 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 its roots go back much further. Tickle Me Pickle is the cornerstone of improvisational comedy in Richmond. TMP is proud to provide improv presentations in Richmond, along with opportunities for Richmond residents to participate in and learn the fundamentals of improvised theatre. 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, an annual charity event 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. TMP has attracted several new performers and students through the creation of the new performance troupe, continuation of the original troupe, and collection of artists that participate in the various on-going weekly programs, and variety of workshops and presentations throughout the year. 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 2020

Tickle Me Pickle Theatre Sports Improv Society

Summary Page 2

Project Budget:	\$15,500
Society Operating Budget:	\$15,500

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2019	\$2,900	Project Assistance
2018	\$4,600	Project Assistance
2017	\$4,500	Project Assistance

FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$13,042.1	\$15,500
Total Expenses:	\$13,042.1	\$15,500
Surplus:	\$1,408.65	\$0.01
Accumulated Surplus:	\$1,408.65	\$0.01

Other Funders:

GRANT RECOMMENDATIONS

Recommended Amount: \$4,700

Aggregate Score: 43.3

Recommendation:

Project Assistance is recommended for "TMP Improv Season," an entertaining theatrical program that engages youth, adults and families. The society is to be congratulated for growing their youth-focused initiatives and for providing access for young and emerging performing artists to explore new creative avenues.

Society: Vancouver Cantonese Opera

Project Name: The Bamboo Theatre

Dates: August 28 & August 29 (Friday & Saturday), 2020

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 18 years, the Vancouver Cantonese Opera has collaborated with international and

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.

Since 2005, VCO has been offering Cantonese Opera singing and performance technique classes in Richmond , and participated in various multicultural events in Richmond community and senior homes. In 2018 and 2019, VCO offered free watersleeve summer camp at the Cultural Centre. VCO has already proposed to the Cultural Centre to present 4 free Cantonese Opera concerts in 2020.

The first Multicultural Heritage Festival was launched in 2012 in Vancouver. From 2013 to 2015, we partnered with City of Richmond in the presentation of the Multicultural Heritage Festival. In 2016, Richmond World Festival invited VCO to activate the Bamboo Theatre at the festival. It is our goal to keep on presenting free workshops and concerts for the communities in the City of Richmond.

GRANT REQUEST

Requested Amount:	\$5,000
Project Budget:	\$26,609
Society Operating Budget:	\$135,619

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2019	\$5,000	Project Assistance
2018	\$3,900	Project Assistance
2017	\$3,800	Project Assistance

FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$129,725	\$135,619
Total Expenses:	\$118,678	\$134,240

Project Assistance Application for 2020

Vancouver Cantonese Opera

Summary Page 3

Surplus:	\$11,047	\$1,433
Accumulated Surplus:	\$27,627	\$29,060

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

GRANT RECOMMENDATIONS

Recommended Amount: \$4,700

Aggregate Score: 43.5

Recommendation:

Project Assistance is recommended for "The Bamboo Theatre," a local presentation of Chinese culture, that brings the unique traditional art form of Cantonese Opera to Chinese and non-Chinese audiences, at no cost. The society is to be commended for collaborating with a diverse range of artists and cultural groups and for contributing a significant portion of the budget to support local artists.

Society: Vancouver Tagore Society
Project Name: West Coast Tagore Festival 2020
Dates: September 26, 2020

Project Summary:

West Coast Tagore Festival is an annual event in its 10th year. The Festival, held in 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, colourfully, 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 and currently organizes two events every year and a year-long workshop series:

1) West Coast Tagore Festival (annually since 2011), generally a 2-day event, is funded in parts by the City of Richmond, BC Arts Council (4 years), and Richmond Gateway Theatre Society Endowment Fund (1 year). It was held at the Richmond Cultural Center from 2011 to 2016, and at the Richmond Gateway Theatre in 2017 - 2019. This Festival is participated by multicultural performing artists and multilingual poets presenting dances, vocal and instrumental music, poetry, dance theatre, lectures, etc.

2) Tagore Spring Festival (annually since 2015) held at the Center Stage at the Surrey City Hall is funded partially by the City of Surrey Cultural Grants. This multicultural performing event celebrates spring through diverse form of artistic expressions and original live productions by different multicultural groups.

Project Assistance Application for 2020

Vancouver Tagore Society

Summary Page 2

3) A series of interactive workshops on Tagore songs, Tagorean dances and other topics partially funded by the City of Vancouver (around 30 workshops per year).

The Society also organizes other cultural events.

Richmond Connection: In addition to having the flagship Festival in Richmond, the Society organized Poetry Events (with music, dances, and refreshments) at the Richmond Cultural Center Rooftop Garden, and commemorative events on, e.g., International Women's Day in the City of Richmond Council Chambers, and collaborating with under organizations in events in Richmond including the Richmond Multicultural Heritage Festival (twice), International Peace Festival, Multicultural Mothers Day celebration, Autumn Dance Poetry (twice), Annual Literary Festival by WIN Canada, etc. Our events were inaugurated and/or graced by the Mayor Malcolm Brodie 3 times, Councillor Linda McPhail 3 times and Councillor Carol Day once. In all Richmond-based events, a number of Richmond artists, poets, technicians and volunteers are always involved.

GRANT REQUEST

Requested Amount:	\$5,000
Project Budget:	\$23,450
Society Operating Budget:	\$63,185

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2019	\$4,900	Project Assistance
2018	\$3,900	Project Assistance
2017	\$3,800	Project Assistance

FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$51,325	\$56,362
Total Expenses:	\$54,156	\$57,360
Surplus:	(\$2,831)	(\$999)
Accumulated Surplus:	\$4,724	\$5,825

Other Funders:

GRANT RECOMMENDATIONS

Recommended Amount:	\$4,660
Aggregate Score:	42.3

Recommendation:

Project Assistance is recommended for "West Coast Tagore Festival 2020," a unique multicultural festival that continues to draw large audiences and integrates a mix of community and professional artists into its program. The society is to be commended for maintaining affordable event entry by-donation, and is encouraged to seek out sponsorships and other income streams to ensure future financial stability.

Society: WS Immigrant and Multicultural Services Society (WSIMS)
Project Name: Canada Multicultural Creative Works Festival
Dates: September 28, 2019
Project Summary:

This annual event is free to public, cross-cultural learning and understanding groups and individuals, Indigenous and non-Indigenous, elders and youth (above age 5), men and women, families and kids, rich or poor, military and veterans, immigrants and refugees, people with disabilities, poets and writers, artists and entrepreneurs, or any individual who is passionate about creative works, all are welcome.

Society Mission/Mandate:

WS Immigrant and Multicultural Services Society (WSIMS) is a non-profit organization and a volunteer-based group to create awareness, understanding and appreciation of multiculturalism, to build happier families, healthier communities and to foster intercultural harmony.

Society History:

Over the past 10 years it has been providing immigrant and refugee settlement services including language and computer training, and intercultural services including planning, organizing and hosting hundreds and thousands cross-cultural events, workshops, seminars, conferences, book launches, Discover World Culture series and more free to the public.

GRANT REQUEST

Requested Amount:	\$5,000
Project Budget:	\$11,000
Society Operating Budget:	\$13,800

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
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FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$5,001	\$13,801
Total Expenses:	\$5,000	\$13,800
Surplus:	\$1	\$1
Accumulated Surplus:	\$1	\$1

Other Funders:
GRANT RECOMMENDATIONS

Project Assistance Application for 2020

WS Immigrant and Multicultural Services Society (WSIMS)

Summary Page 2

Recommended Amount: \$0

Aggregate Score: 0

Recommendation:

Project Assistance is not recommended for "Canada Multicultural Creative Works Festival," because the organization did not meet the eligibility requirements of the program.

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
604-247-4941, kvarney@richmond.ca

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

2020: 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 Department 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.

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
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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
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- Demonstrated support from the community as evidenced through partnerships, collaborations, sponsorship support, in-kind support, volunteers, etc.

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Conditions of Assistance

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

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- If there are any changes in the organization's activities as presented in this application, Arts, Culture and Heritage Services Department 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.
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- Receipt of a grant does not guarantee funding in the following fiscal year.
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Confidentiality

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