



To: General Purposes Committee **Date:** December 3, 2020
From: Marie Fenwick **File:** 03-1085-01/2020-Vol
 Director, Arts, Culture and Heritage Services 01
Re: **2021 Arts and Culture Grant Program**

Staff Recommendation

- 1) That the 2021 Arts and Culture Grants be awarded for the total recommended amount of \$116,815, as identified in Attachment 1 of the staff report titled “2021 Arts and Culture Grant Program,” dated December 3, 2020, from the Director, Arts, Culture and Heritage Services; and
- 2) That disbursement of grant funds be issued once the Consolidated 5 Year Financial Plan (2021-2025) is adopted by Council.

CM Fenwick

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 <i>Severance</i>
SENIOR STAFF REPORT REVIEW	INITIALS: <i>CJ</i>	APPROVED BY CAO <i>[Signature]</i>

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 2021 Arts and Culture Grant Program, now in its tenth 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

2021 Arts and Culture Grant Budget

The 2021 Arts and Culture Grant Budget is \$116,815. Following Council direction in response to the COVID-19 pandemic, there is no 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 per cent 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 per cent of the total project budget, to a maximum of \$5,000.

Notice Given and Applications Received

In September 2020, 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 2021 City Grant Programs until October 28, 2020. A link to the City website was provided for further information and to access the online application system.

Each month between September and November, emails were sent to subscribers of the Arts & Culture eblast, comprised of more than 490 individual artists and arts/cultural organizations that have opted to receive information from City staff throughout the year. Application Guidelines are available as pdfs 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 2020 application and activities, discuss any updates to their organization and project offerings, and make recommendations where appropriate.

Twelve applications were received for Operating Assistance and 10 for Project Assistance, for a total combined request of \$148,970. Tables outlining requests and recommended allocations for the 2021 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 28, 2020 deadline. However, a one-week extension for supplementary documents (to November 4) was provided for applicants who had experienced technical difficulties with their applications.

New Applications

This year, three new Project Assistance applications were received from three organizations that had never previously applied for a City Grant: Arisun Yue Opera Society, BC Philharmonic Society and Uzume Taiko Drum Group 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 tenth year of the Arts and Culture Grant Program, most applicants expressed challenges and uncertainty as a result of the COVID-19 pandemic. Despite this, staff noted the innovation and resilience groups have shown. There is also 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.

Analysis

2021 Arts and Culture Grant Program Information

The number of Operating Assistance applications received remained stable in 2021 with a total of 12 applications, an increase of one since 2020. There was a slight decrease in the number of Project Assistance applications submitted this year with 10 applications, down by two from 2020.

Numbers of applications, allocations and staff recommendations are:

Table 1: Operating Assistance

OPERATING ASSISTANCE										
Applications, Allocations and Recommendations (2012–2021)										
	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Total number of applications	10	9	9	9	9	12	11	12	11	12
New applicants	n/a	2	n/a	1	0	2	0	0	0	0
Grants denied	2	0	0	0	0	0	0	1	0	0
Partial amount of request recommended	3	1	9	7	2	12	11	2	11	12
Full amount of request recommended	5	8	0	2	7	0	0	9	0	0
Total amount requested	\$71,000	\$71,700	\$77,600	\$71,000	\$76,300	\$106,300	\$99,500	\$102,050	\$93,175	\$101,200
Total amount allocated/recommended	\$50,900	\$71,200	\$62,170	\$62,190	\$76,000	\$89,454	\$89,159	\$91,824	\$86,385	\$85,875

Table 2: Project Assistance

PROJECT ASSISTANCE										
Applications, Allocations and Recommendations (2012–2021)										
	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Total number of applications	17	13	14	12	7	9	7	5	12	10
New applicants	n/a	5	6	2	0	1	0	0	6	3
Grants denied	4	4	2	1	0	3	1	0	4	2
Partial amount of request recommended	8	5	12	11	2	6	6	3	8	8
Full amount of request recommended	3	5	0	1	5	0	0	2	0	0
Total amount requested	\$58,780	\$50,600	\$59,736	\$53,150	\$32,150	\$36,900	\$35,000	\$23,000	\$68,410	\$47,770
Total amount allocated/recommended	\$31,400	\$23,100	\$41,870	\$42,890	\$31,497	\$20,300	\$22,900	\$22,700	\$30,430	\$30,940

Table 3: Combined Operating and Project Assistance

COMBINED Arts and Culture										
Applications, Allocations and Recommendations (2012–2021)										
	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Total number of applications	26	22	23	21	16	21	18	17	23	22
New applicants	n/a	5	6	2	0	1	0	0	6	3
Grants denied	7	4	2	1	0	3	1	1	4	2
Partial amount of request recommended	18	9	21	18	4	18	17	5	19	20
Full amount of request recommended	8	13	0	3	12	0	0	11	0	0
Total amount requested	\$133,280	\$122,300	\$137,336	\$124,150	\$108,450	\$143,200	\$134,500	\$125,050	\$161,585	\$148,970
Total budget	\$100,000	\$102,020	\$104,040	\$105,080	\$107,497	\$109,754	\$112,059	\$114,524	\$116,815	\$116,815
Total amount allocated/recommended	\$82,300	\$94,300	\$104,040	\$105,080	\$107,497	\$109,754	\$112,059	\$114,524	\$116,815	\$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 \$32,115 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 2021 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, 20 out of 22 applicants were recommended for funding. Two applicants from the Project Assistance grant stream were not recommended for funding. One did not meet the program's eligibility criteria as the applicant sought Project Assistance in addition to Operating Assistance, which is not permitted under the Grant Guidelines. The other was denied based on the substance of their proposed project and budget. With the growth in the number of new applicants last year, City staff offered free information and grant writing workshops prior to this year's deadline and plan to repeat this for the next application year.

Financial Impact

The 2021 Arts and Culture Grant Program has a budget of \$116,815. The 2021 recommended allocations are itemized in Attachments 1 and 2. Disbursement of grant funds will only be made once the Consolidated 5 Year Financial Plan (2021-2025) is adopted by Council.

Project Assistance	\$30,940
Operating Assistance	<u>\$85,875</u>
Total	\$116,815
Remaining	\$0

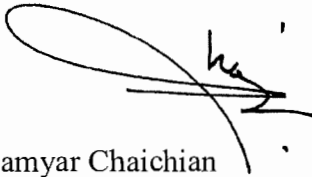
Conclusion

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 City of Richmond Arts and Culture Grant Program is a source of funding for the applicants, who range from long-standing professional institutions to groups of enthusiastic amateur artisans. The program also provides an important opportunity for capacity building for these organizations, 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 2021 Arts and Culture Grant Program makes a vital contribution to the quality of life in Richmond by supporting community organizations whose programs and activities constitute essential components of a vibrant and liveable community. Staff recommend that the 2021 Arts and Culture Grants be allocated as proposed for the benefit of Richmond organizations and residents.



Camyar Chaichian
Program Manager, Community Cultural Development
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- 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

2021 Arts and Culture Grant - Summary of Recommendations

OPERATING ASSISTANCE GRANTS	
Society Name	Recommendation
Canadian YC Chinese Orchestra Association	\$8,100
Cinevolution Media Arts Society	\$9,200
Community Arts Council of Richmond	\$8,400
Richmond Arts Coalition	\$9,300
Richmond Community Band Society	\$1,600
Richmond Community Orchestra and Chorus Association	\$8,000
Richmond Delta Youth Orchestra	\$8,000
Richmond Music School Society	\$9,400
Richmond Potters' Club	\$5,800
Richmond Singers	\$8,000
Richmond Youth Choral Society	\$8,000
Textile Arts Guild of Richmond	\$2,075
TOTAL OPERATING ASSISTANCE	\$85,875

PROJECT ASSISTANCE GRANTS	
Society Name	Recommendation
Arison Yue Opera Society	\$3,490
BC Philharmonic Society	\$4,000
Caravan Stage Society	\$0
Direct Theatre Collective Society	\$2,500
Philippine Cultural Arts Society of BC	\$3,500
Richmond Art Gallery Association	\$4,450
Richmond Arts Coalition	\$0
Steveston Historical Society	\$4,000
Uzume Taiko Drum Group Society	\$4,550
Vancouver Cantonese Opera	\$4,450
TOTAL PROJECT ASSISTANCE	\$30,940

OPERATING ASSISTANCE SUBTOTAL	\$85,875
PROJECT ASSISTANCE SUBTOTAL	\$30,940
COMBINED TOTAL	\$ 116,815

**2021 Arts and Culture Grant –
Table of Applicant Requests and Recommendations**

OPERATING

Organization	2020 Grant	2021 Request	2021 Recommend	Comments	Pg
Canadian YC Chinese Orchestra Association	\$ 9,400	\$ 10,000	\$ 8,100	The organization has worked well to adapt to pandemic restrictions by offering online rehearsal and performance opportunities for members. They are encouraged to seek more partnerships in the community. There are also some concerns with the budget presentation as well as the organization's capacity to maintain services outlined with little or no staff support.	1
Cinevolution Media Arts Society	\$ 9,550	\$ 10,000	\$ 9,200	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	2020 Grant	2021 Request	2021 Recommend	Comments	Pg
Community Arts Council of Richmond	\$ 8,800	\$ 10,000	\$ 8,400	This organization is commended for demonstrating a commitment to their growth and evolution through their well-managed arts initiatives and their focus on improving organizational systems. They have adapted to the challenges of the pandemic with strong digital platforms. They are encouraged to continue their efforts to ensure their volunteer capacity is not strained by their growth. The group is also encouraged to further broaden their activities to reflect the diverse make-up of the city.	5
Richmond Arts Coalition	\$ 9,400	\$ 10,000	\$ 9,300	This organization is making positive strides as they transition from a purely volunteer-run organization to supporting an Executive Director who has delivered robust programs and strengthened community partnerships. Their application has the depth and clarity required for success and they are encouraged to use this grant as leverage for other sources of funding that can further strengthen their capacity.	7
Richmond Community Band Society	\$ 3,500	\$ 2,000	\$ 1,600	This organization has a long history of providing uplifting arts experience in community events and social service settings. The group is facing considerable challenges due to the pandemic and support to help them weather this period is recommended.	9

Organization	2020 Grant	2021 Request	2021 Recommend	Comments	Pg
Richmond Community Orchestra and Chorus Association	\$ 8,400	\$ 10,000	\$ 8,000	This organization has a long history of providing arts experiences for audiences and participants alike. They are commended for their efforts to adapt to pandemic restrictions. The group is encouraged to engage in capacity building initiatives in order to ensure organizational management and systems, such as staffing, marketing and accessibility, are reflecting the growth and diversity of the community.	11
Richmond Delta Youth Orchestra	\$ 9,400	\$ 10,000	\$ 8,000	This organization continues to provide meaningful artistic experiences and has made commendable efforts to adapt to the challenges of the pandemic. It is recommended that in future grant applications the organization highlights and demonstrates the strengths and benefits of their engagement of youth through the arts.	13
Richmond Music School Society	\$ 9,300	\$ 10,000	\$ 9,400	This organization is commended for the significant improvement in their organizational systems. They implemented a strong plan in response to the pandemic and continue to provide meaningful work for artists and excellent education opportunities for children and youth. Additionally, they have launched a program that addresses the need to support seniors against social isolation during the pandemic.	15

Organization	2020 Grant	2021 Request	2021 Recommend	Comments	Pg
Richmond Potters' Club	\$ 6,500	\$ 6,500	\$ 5,800	This organization provides an art form that is unique and in high demand. The group has a long history of success and they have weathered the restrictions of the pandemic, thus far. They are encouraged to find creative solutions to reviving their popular pottery sales during the pandemic. In order to support their continued evolution from a club to a robust arts service provider for the community, the organization is encouraged to prioritize their proposed organizational review.	17
Richmond Singers	\$ 9,405	\$ 10,000	\$ 8,000	Although this organization has an excellent track record, it is recognized that their art form faces particular challenges and restrictions due to the pandemic. The group has strong volunteer and financial foundations that will help it weather this period. They are encouraged to continue to find creative ways to conduct their operations within the current restrictions.	19
Richmond Youth Choral Society	N/A	\$10,000	\$8,000	This group continues to provide valuable arts experiences for children and has good partnerships including the school district. Having weathered some internal organizational transformation, there is some concern that the revenue expectations over-reach organizational capacity. The group is encouraged to prioritize their organizational capacity in the immediate future.	21

Organization	2020 Grant	2021 Request	2021 Recommend	Comments	Pg
Textile Arts Guild of Richmond	\$ 2,730	\$ 2,700* *Only 2,297 eligible as per guidelines	\$2,075	This organization has a long history of maintaining an important cultural practice. They are generous with their time and provide exceptional community service through their charitable activities. To address the group's self-identified concern of reduced membership, a continuation of their efforts to build partnerships and a review of their membership recruitment strategy is recommended.	23

PROJECT ASSISTANCE

Organization	2020 Grant	2021 Request	2021 Recommend	Comments	Pg
Arison Yue Opera Society	N/A	\$5,000	\$3,490	With their first application to the Arts and Culture Grant Program, this organization's project boasts numerous local artists, strong volunteer support and provides a diverse and unique arts experience. The organization has a good implementation plan that responds to presenting arts programs given the realities of the pandemic. The audience target is set very high given the specificity of the art form and the capacity of the organization. The group is encouraged to develop a more robust marketing strategy in order to meet their goals.	25

Organization	2020 Grant	2021 Request	2021 Recommend	Comments	Pg
BC Philharmonic Society	N/A	\$5,000	\$4,000	With their first application to the Arts and Culture Grant Program, this project adds to the diversity of arts experiences in Richmond and supports youth development. The artistic leadership has strong credentials and an impressive number of local artists are engaged. Connections with volunteers and community partners are strong. Receipt of the grant is subject to availability of the local theatre venue and the mitigation of pandemic restrictions, if still in effect.	27
Caravan Stage Society	\$ 2,500	\$ 5,000	\$ 0	The various governmental safety and regulations approvals required, in addition to pandemic restrictions, make the feasibility of the project being successful within the timeline presented very low. The organization is encouraged to re-apply next year when there will be a greater chance for success. Prior to re-applying, it is recommended that the group review their financial reports with staff.	30
Direct Theatre Collective Society	\$ 3,670	\$ 2,770	\$ 2,500	This organization is commended for conceiving a project that is responsive to community needs during the pandemic. The project also shows strong commitment to the enhancement of the art form. There is some concern about capacity and the group is encouraged to build a strong contingency plan in the event all current projected revenues do not materialize.	32

Organization	2020 Grant	2021 Request	2021 Recommend	Comments	Pg
Philippine Cultural Arts Society of BC	\$ 4,000	\$ 5,000	\$ 3,500	This annual event is both important to the community it serves and provides a diverse arts experience in Richmond. The application does not demonstrate how participant in-person engagement will be managed given pandemic restrictions. It is strongly urged that a pandemic safety plan is created. The workshop and rehearsal engagement alone is worthy of funding even if a large-scale performance may not be feasible.	34
Richmond Art Gallery Association	\$ 4,700	\$ 5,000	\$4,450	This project has a highly successful track record and is a valuable resource for local artists. The organization runs the project in a professional manner and has increased participation despite the pandemic. The gallery has shown leadership in transitioning programs into successful online engagement during the pandemic. They are encouraged to fold this project into their overall operations.	36
Richmond Arts Coalition	N/A	\$5,000	\$0	As the Richmond Arts Coalition is receiving Operating assistance, this application is not eligible.	38
Steveston Historical Society	\$ 1,500	\$ 5,000	\$4,000	This project is commended for the strong focus on youth arts development as well as providing an engaging challenge for a local arts professional. For future grants, the organization is encouraged to work with staff to ensure budget elements, such as in-kind expenses, align correctly with the guidelines.	41

Organization	2020 Grant	2021 Request	2021 Recommend	Comments	Pg
Uzume Taiko Drum Group Society	N/A	\$ 5,000	\$ 4,550	Though their first application to this grant program, this well-known local organization has a strong track record in producing online arts events with a robust audience reach. The artistic partnerships are strong and project is planned well. As their success grows, it is recommended that the organization reflect on staff and volunteer capacity to manage that growth.	43
Vancouver Cantonese Opera	\$ 4,700	\$ 5,000	4,450	This project has strong leadership and a proven track record of both live and online presentation. The organization is encouraged to continue to build on their good efforts to provide accessibility to their art form. They are also encouraged to continue to ensure Richmond artists are well represented in their presentation. These efforts will support their continued evolution from a club to a robust arts service provider for the community.	46
TOTALS		\$148,970	\$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:	\$61,000

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 2021

Canadian YC Chinese Orchestra Association

Summary Page 2

Total Revenue:	\$31,326	\$43,300
Total Expenses:	\$30,510	\$43,000
Surplus:	\$3,359	\$300
Accumulated Surplus:	\$816	\$300
Other Funders:		

GRANT RECOMMENDATIONS

Recommended Amount: \$8,100

Aggregate Score: 42.75

Recommendation:

The organization has worked well to adapt to pandemic restrictions by offering online rehearsal and performance opportunities for members. They are encouraged to seek more partnerships in the community. There are also some concerns with the budget presentation as well as the organization's capacity to maintain services outlined with little or no staff support.

Society: Cinevolution Media Arts Society

Society Mandate Summary:

Cinevolution makes experimental film and media art accessible for all, with a focus on connecting and empowering immigrants and other historically marginalized communities through participatory community festivals and events.

Society History:

Founded in 2007 by a group of Pan Asian filmmakers, artists and community activists, Cinevolution is Richmond's first and only media arts organization. Over the past decade, Cinevolution has acted as a leading voice for newcomer communities while promoting independent film, interdisciplinary artistic practice and critical discourse on migration and diversity. Recognized for excellence in programming, vision, and community impact, Cinevolution was twice a finalist for the Richmond Arts Awards' Cultural Leadership Award, recipient of Volunteer Richmond's Nova Star Award in 2013 and 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 DocuAsia Forums, 30+ community screenings, and Richmond's first youth film outreach program – the "Dream Project."

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

In 2015, we transitioned from a traditional film festival model to two signature programs:

Digital Carnival (DC), an annual festival of cutting-edge media art for community audiences. 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. From 2015-2019, DC took place as part of the Richmond World Festival. In 2021, DC will be a hybrid festival with online components and a physical exhibition at the Richmond Art Gallery.

DocuAsia Forum uses documentary film as a platform to gather artists, researchers, community organizers and diverse publics for critical dialogue on current issues in contemporary Asia, their local relevance, and global implications.

Cinevolution has also produced two notable original online projects: Underwater Chinatown (2014-2016) and Art Talking Women (2012-2016).

GRANT REQUEST

Requested Amount: \$10,000
Society Operating Budget: \$130,543

MOST RECENT PREVIOUS GRANT(S)

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:	\$40,893	\$347,224
Total Expenses:	\$40,729	\$347,250
Surplus:	(\$164)	\$26
Accumulated Surplus:	\$4,116	\$4,142
Other Funders:	BC Gaming, Metro Vancouver, BC Arts Council: \$54, 000, Canadian Heritage \$36,900	

GRANT RECOMMENDATIONS

Recommended Amount: \$9,200
Aggregate Score: 45.3

Recommendation:

This organization continues to be impressive in their evolution from a small community initiative to a well-respected organization on the national landscape. Their mission and mandate is unique and forward thinking. There are some concerns about the ambitious revenue targets. A continued emphasis on supporting staff organization and capacity is recommended in order to ensure continued success.



Operating Assistance Application for 2021 Arts & Culture Grants Program

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

Society: Community Arts Council of Richmond

Society Mandate Summary:

Our mission is to develop the arts and culture sector of Richmond to provide a wide range of opportunities for citizens of all generations to enjoy the benefits that the arts and culture provide.

Society History:

Before 1970 a group of like-minded arts advocates decided they needed to support and sustain the arts community in Richmond and encourage its growth: The Community Arts Council of Richmond was born. The CACR soon expanded their reach to Richmond's residents as well, connecting artists and citizens to share all the invaluable benefits the arts offer.

The CACR is a working board that is actively involved in all the organization's projects. Board members meet monthly to plan initiatives both independently and through partnerships with Richmond's local artists and cultural organizations. Our initiatives and projects serve different purposes such as strengthening the presence of the arts in the community, providing new opportunities to artists, and supporting the City's Art Strategy.

Some highlights include:

- We raised major funds to support the capital building projects like The Gateway Theatre and the Richmond Cultural Centre.
- We have run the Reach to Teach program that gifts youth of various socio-economic backgrounds the chance to collaborate and reap the benefits of art education, successfully for 9 years.
- We have successfully adapted the 10th annual Midsummer Art's Dream exhibition in Richmond to a digital platform to adapt to social distancing regulations and increase its availability
- We contribute significantly to all art disciplines in Richmond in the form of grants and scholarships and organize and host workshops throughout the city.
- We facilitate the development of quality programs in the arts for our members and the public alike.
- We provide gallery space for artist members to exhibit and sell their work at a nominal cost, produce countless exhibitions, shows, and performances in partnership with Richmond's arts and culture organizations.
- We promote a greater public awareness of the arts by providing whenever possible, free events, programs, and exhibitions that will benefit Richmond's citizens and support the City of Richmond's Arts Strategy.

GRANT REQUEST

Operating Assistance Application for 2021

Community Arts Council of Richmond

Summary Page 2

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:	\$39,972	\$48,050
Total Expenses:	\$27,773	\$60,768
Surplus:	\$12,199	\$12,718
Accumulated Surplus:	\$115,218	\$102,500
Other Funders:	BC Gaming \$10,000, BC Creative Communities \$7,900	

GRANT RECOMMENDATIONS

Recommended Amount: \$8,400

Aggregate Score: 43

Recommendation:

This organization is commended for demonstrating a commitment to their growth and evolution through their well-managed arts initiatives and their focus on improving organizational systems. They have adapted to the challenges of the pandemic with strong digital platforms. They are encouraged to continue their efforts to ensure their volunteer capacity is not strained by their growth. The group is also encouraged to further broaden their activities to reflect the diverse make-up of the city.

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, the City of Richmond passed the Richmond Arts Strategy, which included a recommendation to improve communication between arts groups and to strengthen the arts community as a whole. RAC was formed as a Society on November 1st, 2005 as a direct result. In 2008, the City endorsed a '2010 Arts Plan', identifying RAC as the organization responsible for bringing local artists, arts organizations together, leading RAC to becoming an advocacy group for the local arts and culture community. RAC continues to partner with the City on Art Symposiums and the Annual Richmond Arts Awards, and has facilitated substantial grants for hiring local artists for the annual Richmond Maritime Festival. In 2013, RAC established an endowment fund with the Richmond Community Foundation. In 2019 and 2020, a youth scholarship was awarded via the fund. Also in 2013, RAC surveyed artists, arts organizations, and the public about the state of the arts in Richmond. Since 2015, RAC has collaborated with the Richmond Art Gallery on ArtRich, a bi-annual, month-long, juried exhibition of local artists. Starting in 2018, RAC has collaborated with the Steveston Historical Society on the annual Songs in the Snow: A Vintage Christmas, finding performers and paying artist fees with awarded BC Arts Council grants. Also in 2018, with help from Tourism Richmond, RAC launched a refreshed website. RAC's social media and website share arts events and opportunities, and feature local artists. RAC's monthly newsletter reaches artists, arts supporters, local newspapers, and Tourism Richmond. During the COVID-19 pandemic in 2020, RAC successfully organized and negotiated a production plan for a digital Maritime Festival; the virtual online event received over 46,000 viewings by the end of the festival. RAC regularly engages with staff and City Council to speak on arts issues, and actively reaches out to other community groups to promote and advocate the importance of Arts for a healthy and vibrant Richmond.

GRANT REQUEST

Requested Amount:	\$10,000
Society Operating Budget:	\$75,000

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

Operating Assistance Application for 2021

Richmond Arts Coalition

Summary Page 2

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$81,414.81	\$111,740
Total Expenses:	\$76,719.65	\$111,740
Surplus:	\$4,695.16	\$0.01
Accumulated Surplus:	\$12,856	\$12,856
Other Funders:		

GRANT RECOMMENDATIONS

Recommended Amount: \$9,300

Aggregate Score: 45.75

Recommendation:

This organization is making positive strides as they transition from a purely volunteer-run organization to supporting an Executive Director who has delivered robust programs and strengthened community partnerships. Their application had the depth and clarity required for success and they are encouraged to use this grant a leverage for other sources of funding that can further strengthen their capacity.



**Operating Assistance Application for 2021
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 34 consecutive years) ticketed fund raising concert at the Gateway Theatre. XXXXXXXX We also have performed at various seniors' residences, the Minoru Seniors' Centre, and now the Center for Active Living, 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 July and August 7 members joined band teacher Brenda Khoo for an hour of Monday "night music" in Kozier Park to demonstrate support of our front line COVID workers, and to provide a much - needed live music social event for nearby residents.

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: \$2,000
Society Operating Budget: \$10,387.02

MOST RECENT PREVIOUS GRANT(S)

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

Operating Assistance Application for 2021

Richmond Community Band Society

Summary Page 2

2016	\$2,900 Operating Assistance
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FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$4,651.54	\$7,200
Total Expenses:	\$5,735.48	\$11,225
Surplus:	\$1,083.94	(\$4,025)
Accumulated Surplus:	\$28,547.72	\$24,522.72
Other Funders:		

GRANT RECOMMENDATIONS

Recommended Amount: \$1,600

Aggregate Score: 41.25

Recommendation:

This organization has a long history of providing uplifting arts experience in community events and social service settings. The group is facing considerable challenges due to the pandemic and support to help them weather this period is recommended.



**Operating Assistance Application for 2021
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:	\$10,000
Society Operating Budget:	\$133,700

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

	<u>Most Recently Completed Year</u>	<u>Proposed Year</u>
Total Revenue:	\$98,455	\$51,094

Operating Assistance Application for 2021

Richmond Community Orchestra and

Summary Page 2

Total Expenses:	\$103,224	\$75,134
Surplus:	(\$4,769)	(\$24,040)
Accumulated Surplus:	\$75,728	\$51,688
Other Funders:	BC Gaming \$25,000	

GRANT RECOMMENDATIONS

Recommended Amount: \$8,000

Aggregate Score: 41.75

Recommendation:

This organization has a long history of providing arts experiences for audiences and participants alike. They are commended for their efforts to adapt to pandemic restrictions. The group is encouraged to engage in capacity building initiatives in order to ensure organizational management and systems, such as staffing, marketing and accessibility, are reflecting the growth and diversity of the community.

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 enrollment has nearly doubled. The Orchestra currently includes 111 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 and Metro Vancouver, including (in 2019 and 2020) at the Richmond World Festival, Culture Days, Richmond Cultural Centre, Richmond Public Library, WE Day, Maple Residences, 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: \$147,652.93

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:	\$149,210.17	\$119,380
Total Expenses:	\$147,652.93	\$119,800
Surplus:	\$1,557.24	(\$420)
Accumulated Surplus:	\$36,925.58	\$36,505.58

Other Funders:

GRANT RECOMMENDATIONS

Recommended Amount: \$8,000

Aggregate Score: 41.75

Recommendation:

This organization continues to provide meaningful artistic experiences and has made commendable efforts to adapt to the challenges of the pandemic. It is recommended that in future grant applications the organization hi-lights and demonstrates the strengths and benefits of their engagement of youth through the arts.



**Operating Assistance Application for 2021
Arts & Culture Grants Program**

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

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 (RMS) has been a committed contributor to the cultural life of Richmond since it was established in 1979. As we enter our 41st 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, RMS 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. RMS 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

FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>	<u>Proposed Year</u>
Total Revenue:	\$349,357.95
Total Expenses:	\$262,350
Surplus:	\$344,796.02
Accumulated Surplus:	\$4,561.93
	\$1,005
	\$1

Other Funders: Outreach Violin Program \$44,290

GRANT RECOMMENDATIONS

Recommended Amount: \$9,400

Aggregate Score: 46.5

Recommendation:

This organization is commended for the vast improvement in their organizational systems. They implemented a strong plan in response to the pandemic and continue to provide meaningful work for artists and excellent education opportunities for children and youth. Additionally, they have launched a commendable program that addresses the need to support seniors against social isolation during the pandemic.



**Operating Assistance Application for 2021
Arts & Culture Grants Program**

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

Society: Richmond Potters' Club

Society Mandate Summary:

Providing adult education in the form of workshops and classes. Encourage mentoring & inclusiveness. 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 & is open to the public to join. The RPC offers workshops/demonstrations, provides in-house education in clay arts for adults, has regular meetings, have exhibition & workshop opportunities to enhance the talents of artists, holds annual sales, maintains a website & social media account, and is a long-time supporter & participant in City community events providing demonstrations & displays. RPC shares the studio with the City's children program. It is anticipated that each group will have their own studios in 2021/2022 & are working collaboratively with the City. RPC currently owns about \$40,000 worth of equipment & materials & will have the funds needed for the separate studio. Members have studio access throughout the year to create & voluntarily do the many jobs needed for the operation of the studio & club. We welcome the public into the studio, answer their queries & share our joy of the arts. We support the children's classes, offered by the City of Richmond, working with the instructors to ensure the studio is well kept & safe for the groups to work in harmony. Our well attended yearly sales, which include the Richmond Spinners & Weavers Guild, give us a chance to engage with the public, exposing them to art, and giving them an opportunity to shop locally & support local artists. The Club supports local organizations with donations/outreach. RPC has been a dedicated participant & supporter of the City of Richmond events providing displays & demonstrations to the public. RPC has provided opportunities to enhance artist creativity & education with classes, workshops & demonstrations. As ambassadors of the arts, the RPC hopes to convey to & share with the public its passion for clay work & the value of art of in our community. *Covid-19 pandemic has effected many of the above and adjustments are made in compliance with safety protocols.

GRANT REQUEST

Requested Amount:	\$6,500
Society Operating Budget:	\$59,000

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 2021

Richmond Potters' Club

Summary Page 2

Total Revenue:	\$46,994	\$25,500
Total Expenses:	\$47,381	\$25,500
Surplus:	(\$387)	\$0.01
Accumulated Surplus:	\$6,111.85	\$0.01
Other Funders:		

GRANT RECOMMENDATIONS

Recommended Amount: \$5,800

Aggregate Score: 43

Recommendation:

This organization provides an art form that is unique and in high demand. The group has a long history of success and they have weathered the restrictions of the pandemic, thus far. They are encouraged to find creative solutions to reviving their popular pottery sales during the pandemic. In order to support their continued evolution from a club to a robust arts service provider for the community, the organization is encouraged to prioritize their proposed organizational review.



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, an active member of our Ensemble, placed an ad in a local newspaper inviting women who were interested in singing recreationally to meet. A group of 15 became "The Richmond Melody Makers". In 1975 the choir had grown to 45 members and changed our name to The Richmond Singers. With 55 active members and 3 associates, we provide a choral presence in the community for over 49 years. Our first director was Alex Murray, followed by Earl Hobson, Jeanette Gallant, Mavis Weston, Natasha Neufeld, and since Sept 2019, Fabiana Katz. Our members range in age from 20s – 70 + and come from 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. The choir is available upon request to sing at various events organized by the City of Richmond, charities, special functions and fundraisers. Our 18-member Richmond Singers Ensemble sing an interactive program at senior facilities and daytime events, receiving little or no remuneration. Both choirs are very involved with our community, by giving benefit concerts 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. We actively participate in BC Choral Federation activities. In 2019 we adopted a Diversity Policy to promote equality of opportunity for all our members. We embrace and respect the diversity of our community and we endeavour at all times to celebrate music and song without discrimination.

GRANT REQUEST

Requested Amount:	\$10,000
Society Operating Budget:	\$62,925

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

Most Recently Completed Year

Proposed Year

Operating Assistance Application for 2021

Richmond Singers

Summary Page 2

Total Revenue:	\$44,118.71	\$63,745
Total Expenses:	\$50,570.44	\$71,925
Surplus:	(\$6,451.73)	(\$8,180)
Accumulated Surplus:	\$1	(\$1)
Other Funders:		

GRANT RECOMMENDATIONS

Recommended Amount: \$8,000

Aggregate Score: 41.5

Recommendation:

Although this organization has an excellent track record, it is recognized that their art form faces particular challenges and restrictions due to the pandemic. The group has strong volunteer and financial foundations that will help it weather this period. They are encouraged to continue to find creative ways to conduct their operations within the current restrictions.



Operating Assistance Application for 2021

Arts & Culture Grants Program

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

Society: Richmond Youth Choral Society

Society Mandate Summary:

To provide the children and youth of Richmond and the surrounding Metro Vancouver area an excellent choral music education and prestigious performance opportunities. Our desire is to enrich their lives and nurture them through choral music, building their self-confidence, respect for each other, balancing harmony within diversity, to become proud community contributors and builders of our city's multicultural atmosphere.

Society History:

In 2000, a choir of 75 elementary school voices from across our city formed under the direction of 3 Richmond teachers. This choir was formed to sing at the BC Music Educators Conference. These teachers continued a Richmond School District Choir (Richmond Elementary Honour Choir) for 2 years. With school district cut backs, Lorraine, Catherine and parents created the Richmond Youth Choral Society in 2002. Membership began with 45 singers. By October 2003, a Secondary Choir was added. Concerts were arranged to feature the skills of the RYHC singers at many community and charitable events. By the 2009-10 season of the RYHC, the choirs were recognized as a premiere group within our city. In our 12th season we launched our 3rd choir, the Prelude Choir for children 5 - 8 years of age. Performance highlights include 2010 Olympic performances, performing with and hosting the Wakayama Children's Choir from our sister city. Wakayama, Japan and in 2015 we returned the visit to Wakayama. In 2013 we commissioned "Listen to the Music" by Timothy Corlis and premiered it with the VYSO. It was received with a standing ovation. We have worked with other composers like Larry Nickel and Iman Habibi. In 2015 we participated in "World Beat" with international conductor Henry Leck. For our 15th Anniversary season we planned a year of celebration including a collaboration with the RDYO to premier another new commission partnering with Timothy Corlis called "We Will Sing You Home". We also represented Richmond and BC in Ottawa on July 1st for Canada 150. In 2017 we collaborated with a professional Theater production called "The Ridiculous Darkness" with Alley theater. The production won a Jessie. In July 2018 we represented Canada in South Africa at the World Choir Games. We are anticipating attending again in Belgium pending the pandemic. We are also planning for our 20th Anniversary season for 2021-2022!

GRANT REQUEST

Requested Amount:	\$10,000
Society Operating Budget:	\$33,000

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2018	\$9,659	Operating Assistance
2017	\$9,500	Operating Assistance
2016	\$10,000	Operating Assistance

FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$33,000	\$33,000
Total Expenses:	\$32,500	\$32,500
Surplus:	\$500	\$500
Accumulated Surplus:	\$1	\$1
Other Funders:	BC Gaming \$4,200	

GRANT RECOMMENDATIONS

Recommended Amount: \$8,000

Aggregate Score: 41.25

Recommendation:

This group continues to provide valuable arts experiences for children and has good partnerships including the school district. Having weathered some internal organizational transformation, there is some concern that the revenue expectations over-reach organizational capacity. The group is encouraged to prioritize their organizational capacity in the immediate future.

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 the 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. 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. Also that year, TAGOR was chosen by Richmond Public Art to participate in the No. 3 Road Art Column project which was successfully completed in February 2020.

GRANT REQUEST

Requested Amount:	\$2,700
Society Operating Budget:	\$12,900

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 2021

Textile Arts Guild of Richmond

Summary Page 2

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$6,229	\$7,255
Total Expenses:	\$7,414	\$7,255
Surplus:	(\$1,185)	\$1
Accumulated Surplus:	\$10,533	\$3,278
Other Funders:		

GRANT RECOMMENDATIONS

Recommended Amount: \$2,075

Aggregate Score: 43.25

Recommendation:

This organization has a long history of maintaining an important cultural practice. They are generous with their time and provide exceptional community service through their charitable activities. To address the group's own concern of reduced membership, a continuation of their efforts to build partnerships and a review of their membership recruitment strategy is recommended.

Society: Arisun Yue Opera Society
Project Name: Yue Opera Cloud Performance
Dates: Chinese new year period (spring of 2021)

Project Summary:

By inviting professional Yue Opera players from all over the world (e.g. from Toronto, Hong Kong, China etc), we are going to make a Yue Opera Public Performance in the cloud for citizens in Richmond, Vancouver, our province as well as all over the world just before summer 2021 (June 2021).

Society Mission/Mandate:

Yue opera, is the second most popular opera form out of over 360 opera genres in China. Founded in January 2018, The Arisun Yue Opera Society (AYOS) is the largest Yue Opera Society in our British Columbia. The AYOS has a mandate to promote Yue Opera Performance Development. Our program is to deliver both formal and informal Yue Opera production, learning and appreciation workshops, conferences and seminars for opera lovers and all Canadians.

Society History:

Our association is a 40+ members organization which will produce a formal public performance at a formal performance hall such as the Michael J Fox Theatre or similar community centers every year. Since the inception, we organize workshops for the purpose of opera practice under the guidance of our senior professional performers on every Saturday at a rental place in Richmond until February 2020 as Covid-19 became a serious threat.

Most of our members are residents in the Richmond community and our association play a very unique role to promote, to train and to produce live Yue Opera performances to the local citizens.

We have on a regular basis an audience of 30 to 40 (non-members from our association) to come and enjoy live performance of Yue Opera. On April 22 2019, we produced the first ever formal Yue Opera Performance at the Michael J Fox Theatre to the citizens of Vancouver. We have a full house of audiences over 530 and was a big success. Local citizens from all walks of lives and different ethnic backgrounds came and enjoy a professional level of Yu Opera performance. With hard working from our members, we have been able to set tickets at a reasonable price and seniors and students are happy to get their 20% discount. The videotaping for the above production at Michael J Fox Theatre can be accessed from this link: <https://youtu.be/FkXSOVxCeY8>.

On the other hand, our AYOS also performs for the local community during Ethnic festival (e.g. during the Chinese Spring festival, Canadian Multi-cultural events, Christmas time) at local community centers such as The Vancouver Round House Community Center, Sunset Community centers and senior homes .

Since February this year, we basically move all activities on line. Using Zoom and wechat, we have been able to provide Yue Opera training and appreciation to our members as well Yue Opera

Project Assistance Application for 2021

Arisun Yue Opera Society

Summary Page 2

lovers.

GRANT REQUEST

Requested Amount:	\$5,000
Project Budget:	\$26,000
Society Operating Budget:	\$26,560

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:	\$28,701	\$26,560
Total Expenses:	\$28,418	\$26,000
Surplus:	\$283	\$500
Accumulated Surplus:	\$667	\$1,167

Other Funders:

GRANT RECOMMENDATIONS

Recommended Amount: \$3,490

Aggregate Score: 38

Recommendation:

With their first application to the Arts and Culture grant program, this organization's project boasts numerous local artists, strong volunteer support and provides a diverse and unique arts experience. The organization has a good implementation plan that responds to presenting arts programs given the realities of the pandemic. The audience target is set very high given the specificity of the art form and the capacity of the organization. The group is encouraged to develop a more robust marketing strategy in order to meet their goals.

Society: BCPilharmonic SOciety

Project Name: Music Travels Time and Space

Dates: June 19, 2021

Project Summary:

The project " Music Travels Time and Space " is combined by symphony orchestra, mixed choral, soloists together and performing the vocal/instruments of new compositions concert. These compositions will apply use of a modern concert form, with the help of modern choral performance ,with symphonic forces (combining modern composition technique and traditional Chinese folk music producing a novel orchestral sound) leading the Canadian audience, through Time and Space, back to the Chinese Tang Dynasty era.

Society Mission/Mandate:

Formed at the end of 2016, the BC Philharmonic Orchestra Society BCPO (formally known as Vancouver Youth Philharmonic Orchestra Society) is a non-profit society with a mandate to promote, to perform and to produce orchestra music in Vancouver as well as all over the world.

The mission of the BC Philharmonic Society is to provide organizational support to promote and serve the needs of its members in their many musical activities. The founding principles of the Society are inclusion and innovation in developing a musical legacy.

The mandate of the Society is to develop a greater understanding and appreciation of regional cultural activities, both contemporary and traditional, and share and develop common cultural understanding and experience with members and audience alike through public performance events and educational programs.

Society History:

Since the end of 2016, in these 4 years, the BCPO has become very popular in the greater Vancouver (included Richmond) community by giving out many public performances with more than 50 musicians under the supervision of the music director/conductor Zhuo, Rui Shi who won the first prize at Romania Black Sea International Conducting Competition at different occasions with a high level professional performing.

We made our first "Flash Mob" at the Richmond Lansdown Mall in April 2017. And we had our first

Project Assistance Application for 2021

BCPhilharmonic Society

Summary Page 2

annual concert at the Fraser-view Church in Richmond In June 2017. Also we were invited to perform to celebrate the Chinese New Year at the Richmond Aberdeen Center in February 2018. Especially, our orchestra performed at big theater of Disney Land World, Los Angeles, California USA on March 2018 and also we held a joint performances with Telesis Academy Orchestra, Nogales and Rowland High School Combines Orchestra and RUSD Honor Orchestra in USA.

We have our second annual concert at the Norman Rothstein Theatre Vancouver BC in June 19, 2018. A week before, BCPO and VYPO had a joint performance for annual 2019 concert. Aa lot of audience joined our wonderful performance in the Vancouver Scottish Culture Center on June 15, 2019.

Especially, we performed a very successful concert of the commemoration of the 80th anniversary of the creation of the "Yellow River Cantata. On October 20, 2019 with BC Philharmonic Orchestra and Vancouver Youth Philharmonic Orchestra combined Herald Chanters Choir and Si-Chuan Xing Hai Choir, we produced a very successful concert at the Chan Center of UBC and, Grand Concert with BC Philharmonic Orchestra and Vancouver Youth Philharmonic Orchestra combined Herald Chanters Choir and S.C.U.T. Vancouver Alumni Chorus on Vancouver Playhouse on December 22, 2019. Now, BCPOS received a lot of performing invitation.

GRANT REQUEST

Requested Amount:	\$5,000
Project Budget:	\$32,300
Society Operating Budget:	\$25,500

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:	\$32,909.12	\$25,500
Total Expenses:	\$32,288.45	\$25,300
Surplus:	\$620.67	\$200
Accumulated Surplus:	\$620.67	\$820

Other Funders:

GRANT RECOMMENDATIONS

Recommended Amount: \$4,000

Aggregate Score: 41.5

Recommendation:

With their first application to the Arts and Culture grant program, this project adds to the diversity of arts experiences in Richmond and supports youth development. The artistic leadership has strong credentials and an impressive number of local artists are engaged. Connections with volunteers and community partners are strong.

Society: CARAVAN STAGE SOCIETY**Project Name:** Virtual Rogues Mainland Premiere in Richmond**Dates:** Aug 10-15, 2021**Project Summary:**

The Caravan will be presenting our Lower Mainland Premiere of our 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 6 days from August 10 to August 15, 2021. This event is a show celebrating the Caravan Stage Company's 51st year of producing, and 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. 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

Project Assistance Application for 2021

CARAVAN STAGE SOCIETY

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sponsorship by the Shelter Island Marina & Boatyard in Richmond BC, and engaged in this re-fit from October 2018 to August 2020. The Caravan will hold the Lower Mainland Premiere of our new show, Virtual Rogues, in 2021 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:	\$53,125
Society Operating Budget:	\$299,884

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:	\$574,988	\$299,884
Total Expenses:	\$412,312	\$299,884
Surplus:	\$162,676	\$0.01
Accumulated Surplus:	(\$175,857)	\$0.01

Other Funders:

GRANT RECOMMENDATIONS

Recommended Amount: \$0
Aggregate Score: 20.25

Recommendation:

The various governmental safety and regulations approvals required, in addition to pandemic restrictions, make the feasibility of the project being successful within the timeline presented very low. The organization is encouraged to re-apply next year when there will be a greater chance for success. Prior to re-applying, it is recommended that the group review the financial reports with staff.

Society: Direct Theatre Collective Society

Project Name: Working Title

Dates: February - May 2021

Project Summary:

We are applying for this grant so that our lead writer, Jill Raymond, can participate in writing workshops, research, and collaboration with other writers, producers and dramaturgs, in the creation of a brand new Direct Theatre Collective production.

Jill will work collaboratively with other artists, and also interview members of the public to explore the themes of the new production: isolation, technology and mental health.

The writing process is fundamental and we want to produce work of the highest calibre which reflects the gravity and nuance of the themes we are exploring.

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 Artists Village in Capstan/Richmond North Centre. To date, the society has successfully produced two full scale productions (in 2018 and 2019), a smaller scale in-person cabaret fundraiser (in 2019) and most recently A COVID CABARET exclusively created and livestreamed for BC Culture Days in 2020. Direct Theatre Collective is a progressive company making strides in artistic development and has plans to bring more diverse performance programming to Richmond. Direct Theatre Collective is also committed to building the artistic

Project Assistance Application for 2021

Direct Theatre Collective Society

Summary Page 2

community in Richmond and bringing together multi-disciplines to create its work. Direct Theatre Collective stands boldly within the burgeoning artistic scene in Richmond; connecting with cultural, artistic and educational leaders and brings important new work to audiences in the City and throughout the Lower Mainland. We are the proud recipients of the 2020 Richmond Arts Award for Artistic Innovation, a title we take with great esteem, and plan to continue our work relishing the challenges of this time and finding opportunities to create wherever and however we can.

GRANT REQUEST

Requested Amount:	\$2,770
Project Budget:	\$6,470
Society Operating Budget:	\$5,015

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	\$5,650
Total Expenses:	\$7,715.32	\$5,015
Surplus:	\$139.39	\$635
Accumulated Surplus:	\$849.87	\$1,484.87

Other Funders:

GRANT RECOMMENDATIONS

Recommended Amount: \$2,500

Aggregate Score: 44.25

Recommendation:

This organization is commended for conceiving a project that is responsive to community needs during the pandemic. The project also shows strong commitment to the enhancement of the art form. There is some concern about capacity and the group is encouraged to build a strong contingency plan in the event all current projected revenues do not materialize.

Society: Philippine Cultural Arts Society of BC**Project Name:** Mabuhay 2021**Dates:** Mid-Late November 2021**Project Summary:**

Our show "Mabuhay 2021", will mark PhilCAS' 21st 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 in late November 2021. 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' 21 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:

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

Project Assistance Application for 2021

Philippine Cultural Arts Society of BC

Summary Page 2

GRANT REQUEST

Requested Amount:	\$5,000
Project Budget:	\$14,505
Society Operating Budget:	\$16,005

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:	\$1,749.83	\$16,005
Total Expenses:	\$8,660.44	\$16,005
Surplus:	(\$6,910.61)	\$0.01
Accumulated Surplus:	\$3,975.06	\$3,975.06

Other Funders:

GRANT RECOMMENDATIONS

Recommended Amount: \$3,500

Aggregate Score: 39.5

Recommendation:

This annual event is both important to the community it serves and provides a diverse arts experience in the city. The grant does not demonstrate how participant in-person engagement will be managed. It is strongly urged that a pandemic safety plan is created. The workshop and rehearsal engagement alone is worthy of funding even if a large-scale performance may not be feasible.

Society: Richmond Art Gallery Association**Project Name:** RAG Artist Salon program**Dates:** February 23 - November 30, 2021**Project Summary:**

RAGA seeks funding towards the Artist Salon, a professionalizing series of webinars for local artists. A series of monthly online events, we invite guest art professionals to host talks that foster connections among our community's diverse range of artists. Talks are recorded and posted on our social media platforms for free access after. Initially an in-person program, due to COVID the program moved online to much success. In 2021 we aim to renew the program with increased time for live conversation and questions from participants, so the program is more interactive and responsive.

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 both online and in person, 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

Requested Amount:	\$5,000
Project Budget:	\$10,650
Society Operating Budget:	\$377,551

MOST RECENT PREVIOUS GRANT(S)

Project Assistance Application for 2021

Richmond Art Gallery Association

Summary Page 2

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:	\$282,903	\$379,889
Total Expenses:	\$302,462	\$377,551
Surplus:	(\$19,559)	\$2,338
Accumulated Surplus:	(\$14,913)	(\$12,575)

Other Funders: Metro Vancouver \$5,000

GRANT RECOMMENDATIONS

Recommended Amount: \$4,450

Aggregate Score: 43

Recommendation:

This project has a highly successful track record and is a valuable resource for local artists. The organization runs the project in a professional manner and has increased participation despite the pandemic. The gallery has shown leadership in transitioning programs into successful online engagement during the pandemic. They are encouraged to fold in this project into their overall operations.

Society: Richmond Arts Coalition

Project Name: Richmond Arts Coalition YouTube/Media Channel

Dates: February 2021 (anticipated)

Project Summary:

A Richmond Arts Coalition YouTube / media channel that will support, promote, highlight and showcase Richmond performers, musicians, dancers, actors, comedians, magicians, painters, sculptors, weavers and visual artists of all genres, and all age groups from youth to seniors.

Society Mission/Mandate:

The Richmond Arts Coalition (RAC) mandate is to be the VOICE for artists and the arts in Richmond. RAC promotes, supports, and advocates for the Arts in all their various forms within Richmond, BC.

Full Society Mission/Mandate

The Richmond Arts Coalition is your ArtsVoice for the arts and artists of Richmond.

- V - a Volunteer-led organization, we
- O - Offer opportunities for artists and the arts within Richmond,
- I - Inform artists and assist with innovative ideas,
- C - Connect artists, businesses, and audiences, and
- E - Engage and advocate for the arts community.

Founded in 2005, RAC recognizes Richmond as a creative community. This means:

A) The city is an Arts destination with a vibrant Arts scene which values and appreciates all forms of the Arts.

B) The city is a community engaged in activities including:

- i. A variety of Arts-related objects, performances and experiences available to the public
- ii. Arts gathering spaces

Society History:

In 2004, the City of Richmond passed the Richmond Arts Strategy, which included a recommendation to improve communication between arts groups and to strengthen the arts community as a whole. RAC was formed as a Society on November 1st, 2005 as a direct result. In 2008, the City endorsed a '2010 Arts Plan', identifying RAC as the organization responsible for bringing local artists, arts organizations together, leading RAC to becoming an advocacy group for the local arts and culture community. RAC continues to partner with the City on Art Symposiums and the Annual Richmond Arts Awards, and has facilitated substantial grants for hiring local artists for the annual Richmond Maritime Festival. In 2013, RAC established an endowment fund with the Richmond Community Foundation. In 2019 and 2020, a youth scholarship was awarded via the fund. Also in 2013, RAC surveyed artists, arts organizations, and the public about the state of the arts in Richmond. Since 2015, RAC has collaborated with the Richmond Art Gallery on ArtRich, a bi-annual, month-long, juried exhibition of local artists. Starting in 2018, RAC has collaborated with the Steveston Historical Society on the annual Songs in the Snow: A Vintage Christmas, finding performers and paying artist fees with awarded BC Arts Council grants. Also in 2018, with help from Tourism Richmond, RAC launched a refreshed website. RAC's social media and website share arts events and opportunities, and feature local artists. RAC's monthly newsletter reaches artists, arts supporters, local newspapers, and Tourism Richmond. During the COVID-19 pandemic in 2020, RAC successfully organized and negotiated a production plan for a digital Maritime Festival; the virtual online event received over 46,000 viewings by the end of the festival. RAC regularly engages with staff and City Council to speak on arts issues, and actively reaches out to other community groups to promote and advocate the importance of Arts for a healthy and vibrant Richmond.

GRANT REQUEST

Requested Amount:	\$5,000
Project Budget:	\$20,600
Society Operating Budget:	\$111,740

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

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$81,414.81	\$111,740
Total Expenses:	\$76,719.65	\$111,740
Surplus:	\$4,695.16	\$0.01
Accumulated Surplus:	\$12,856	\$12,856

Other Funders:

GRANT RECOMMENDATIONS

Recommended Amount: \$0

Aggregate Score: 0

Recommendation:

Not eligible for funding.

Society: Steveston Historical Society

Project Name: Steveston Alive! Walking Tour Vignettes

Dates: January - August 2021 (EITHER: Script workshops spring 2021 or performances)

Project Summary:

Vignettes launched in summer 2017, 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 cancelled our planned tours and organized discussions with arts professionals. We hope to resume tours in 2021.

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 2021

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: \$16,474.14
Society Operating Budget: \$65,000

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:	\$21,869	\$70,276.5
Total Expenses:	\$30,069	\$64,812
Surplus:	(\$8,200)	\$5,464.5
Accumulated Surplus:	\$2,052	\$5,464.5

Other Funders:

GRANT RECOMMENDATIONS

Recommended Amount: \$4,000

Aggregate Score: 41.25

Recommendation:

This project is commended for the strong focus on youth arts development as well as providing an engaging challenge for a local arts professional. For future grants, the organization is encouraged to work with staff to ensure budget elements, such as in-kind expenses, align correctly with the guidelines.

Society: Uzume Taiko Drum Group Society

Project Name: SPRING ARTS LIVESTREAM CONCERT EVENTS

Dates: THREE SATURDAY OR SUNDAY EVENING DATES: March 20 or 21 April 17 or

Project Summary:

Uzume Taiko produces three 60-minute SPRING ARTS LIVESTREAM CONCERT EVENTS from the Uzume Taiko Studio in March, April and May 2021.

The Spring Arts Livestream Concert Events will broadcast from the Uzume Taiko Studio in Richmond, B.C. and feature Guest Artists, Lorita Leung Dance Company, Tetsu Taiko, the Orchid Ensemble and Silk Road Music who join Uzume Taiko in three different Programmed Events.

Uzume Taiko will Livestream on their Youtube Channel and market the Shows through [Weshowup in a pay-what-you-want digital platform](#)

Society Mission/Mandate:

Mission:

To promote the artistic development of taiko music in Canada.

To educate the Canadian public about taiko music and its history in Canada.

Mandate:

To create and perform new works for taiko (Japanese drums).

To collaborate with other performing artists to develop and perform multidisciplinary and cross-cultural works.

To educate Canadian audiences and expand awareness of traditional and contemporary taiko drumming through public workshops and presentations.

Society History:

The Uzume Taiko Drum Group Society was founded in December, 1989 by Vancouver Taiko drummers John Endo Greenaway, Eileen Kage and Leslie Komori along with company manager, Diane Kadota. The work of the Society is mainly carried out by the Uzume Taiko Drum Group.

Project Assistance Application for 2021

Uzume Taiko Drum Group Society

Summary Page 2

In 1991, Bonnie Soon and Boyd Seiichi Grealy joined as core drummers under the artistic direction of John Endo Greenaway. Bonnie Soon and Boyd Seiichi Grealy became co-artistic directors from 1999 to 2004 initiating new musical collaborations to produce evening concert work and creating school shows that toured locally, provincially and internationally. Bonnie Soon assumed artistic direction in 2004 with Jason Overy as musical director continuing work on multidisciplinary collaborations, CD recordings and touring new evening concert and school show works.

Uzume Taiko developed a new West Coast Canadian style that their European taiko colleagues called "a new taiko art form." The core members have strong performance skills with dance, classical percussion, martial arts and theatre backgrounds.

Uzume Taiko also performs for special and corporate events and acts as Canadian Cultural Ambassadors abroad on their international Concert Tours. They completed their eleventh international tour to Europe in the Fall 2015. Uzume Taiko has self-produced seven CD recordings and one Concert DVD documenting their original taiko works.

The group relocated from east Vancouver to Mitchell Island, Richmond in January 2019. They have participated in Richmond Cultural Events; the Gulf of Georgia Cannery "Pull of the Net" Virtual Event 2020, the Richmond Children's Festival 2015-2019, Richmond Canada Day 2020, Richmond Culture Days 2019-2020 and Richmond ParticipACTION 2019 celebration events. The group leads ongoing public taiko classes for the community at their Mitchell Island Studio and ZOOM taiko classes for distance learning.

GRANT REQUEST

Requested Amount:	\$5,000
Project Budget:	\$15,085
Society Operating Budget:	\$88,990

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:	\$106,229	\$80,131
Total Expenses:	\$108,480	\$88,990
Surplus:	(\$2,251)	(\$14,920)

Project Assistance Application for 2021

Uzume Taiko Drum Group Society

Summary Page 3

Accumulated Surplus:	\$8,859	(\$6,061)
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Other Funders:

GRANT RECOMMENDATIONS

Recommended Amount: \$4,550

Aggregate Score: 44.5

Recommendation:

Though their first application to this grant program, this well-known local organization has a strong track record in producing online arts events with a robust audience reach. The artistic partnerships are strong and project is planned well. As their success grows, it is recommended that the organization reflect on staff and volunteer capacity to manage that growth.

Society: Vancouver Cantonese Opera**Project Name:** Cantonese Opera Goes Live!**Dates:** January and February 2021**Project Summary:**

Cantonese Opera Goes Live! is a three-part series of "virtual opera parties" that will feature behind-scenes demos, short performances, sing-alongs, and facilitated conversation. The events will be held in January and February 2021 to coincide with the festivities of the Lunar New Year season. Each event will focus on a different aspect of the operatic art form, encompassing costuming, live instrumental music, and stage performance. These free events will be held on Zoom and Facebook Live, with bilingual English and Cantonese narration.

Society Mission/Mandate:

The mission of Vancouver Cantonese Opera is to preserve and present the unique traditional art form 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 and business opportunities to Cantonese opera artists, musicians, technicians and local business.

Society History:

Vancouver Cantonese Opera is uniquely situated as a Canadian arts organization deeply rooted in its local community yet maintaining strong global ties to the opera scenes in China, Hong Kong, and across North America. Our core values center on artistic integrity and innovation, intercultural and intergenerational dialogue, accessibility, and giving back to our communities.

Our performances are always bilingual, incorporating live translation and English/Chinese subtitles. We have also moved beyond the traditional theatre to perform in libraries, community centers, parks, city squares, and festivals. We have an extensive repertoire of outreach programs,

Project Assistance Application for 2021

Vancouver Cantonese Opera

Summary Page 2

including regular

performance and singing classes, annual youth summer camps, and free concerts for adults and seniors living in care homes.

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 2013, VCO activated Multicultural Heritage Festival in Richmond and starting from 2016 VCO partnered with Richmond World Festival in the activation of "The Bamboo Theatre". In 2018 and 2019, VCO offered free watersleeve summer camp and workshop "Cantonese Opera Behind the Scenes". In 2020 VCO planned to offer 4 free Cantonese Opera concerts at the Richmond Cultural Centre. Due to the Covid-19, we only managed to offer one free live concert on Jan.25.2020..

It is our goal to keep on presenting free workshops, classes and concerts for the communities in the City of Richmond.

GRANT REQUEST

Requested Amount:	\$5,000
Project Budget:	\$13,900
Society Operating Budget:	\$105,459

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:	\$138,060	\$103,049
Total Expenses:	\$126,869	\$105,459
Surplus:	\$11,191	(\$2,410)
Accumulated Surplus:	\$38,818	\$36,408

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

GRANT RECOMMENDATIONS

Recommended Amount: \$4,450

Aggregate Score: 43.25

Recommendation:

This project has strong leadership and a proven track record of both live and on-line presentation. The organization is encouraged to continue to build on their good efforts to provide accessibility to their art form. They are also encouraged to continue to ensure Richmond artists are well represented in their presentation. These efforts will support their continued evolution from a club to a robust arts service provider for the community.

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:

Camyar Chaichian, Program Manager, Community Cultural Development
604-237-8326, Camyar.Chaichian@richmond.ca

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

2021: Arts and Culture Grants Program Objectives and Description

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

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

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

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

Application Forms

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

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

Operating Assistance Eligibility Criteria

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

Ineligible Organizations

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

Ineligible Activities

- Fundraisers
- Deficit reduction
- Activity outside of Richmond
- Activity which was started prior to the application deadline
- Capital projects
- Activity that is not artistic or cultural
- Start-up costs
- Seed money for projects or events
- Showcases or recitals for schools/organizations with an educational mandate

Assessment Criteria

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

Programming/Merit

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

Organizational Capacity

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

Impact

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

Assessment and Awarding of Grants

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

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

Council may:

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

Council has final approving authority.

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

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

Conditions of Assistance

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

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

Use of Funds

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

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

- Organizations that forecast a deficit budget are not eligible for support.

Confidentiality

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

City of Richmond Arts and Culture Grants Program Project Assistance Guidelines



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

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

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

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

Camyar Chaichian, Program Manager, Community Cultural Development
604-237-8326, Camyar.Chaichian@richmond.ca

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

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

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

Application Forms

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

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

Project Assistance Eligibility Criteria

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

Examples of Eligible Activity

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

Ineligible Organizations

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

Ineligible Activities

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

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

Artistic Residencies

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

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

Artistic Residencies (cont'd)

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

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

Assessment Criteria

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

Programming/Merit

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

Organizational Capacity

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

Impact

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

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- Issue dollars in phases with conditions
- Deny an application

Council has final approving authority.

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

Conditions of Assistance

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

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

Confidentiality

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