

REGULAR COUNCIL MEETING

2018 JAN 15

8. ADMINISTRATION

2. 2018 Culture and Heritage Grant Recommendations

It was moved and seconded that Council approve the 2018 Culture & Heritage Grant funding (Operating and Projects) recommendations of \$330,052, as outlined in the report titled "2018 Culture & Heritage Grant Recommendations".

The motion carried.

CERTIFIED CORRECT:



S. Gurrie  
CORPORATE OFFICER

# Staff Report for Decision

DATE OF MEETING DECEMBER 13, 2017

AUTHORED BY CHRIS BARFOOT, CULTURE & HERITAGE COORDINATOR

SUBJECT 2018 CULTURE & HERITAGE GRANT RECOMMENDATIONS

## **OVERVIEW**

### **Purpose of Report**

To obtain Council approval for the 2018 Culture & Heritage Grants (Operating and Projects funding) to provide support to non-profit culture and heritage organizations.

### **Recommendation**

That the Finance and Audit Committee recommends that Council approve the 2018 Culture & Heritage Grant funding (Operating and Projects) recommendations of \$330,052, as outlined in the report.

## **BACKGROUND**

Staff reviewed the applications against the program eligibility and assessment criteria and made funding recommendations for the eligible 2018 Culture & Heritage Grant (Project and Operating) applications.

A total of 16 eligible Project Grant applications and 22 eligible Operating Grant applications were received prior to the 2017-OCT-16 deadline, requesting a total of \$401,470. A total budget of \$330,052 is available for the 2018 Culture and Heritage Grants (Project and Operating).

It was recommended that \$40,369 be allocated for Project Grants and that \$289,683 be allocated for Operating Grants for a total of \$330,052 based on the Eligibility and Assessment criteria for each funding stream described below.

At the 2014-MAR-20 Council meeting, Council approved an increase to Operating funding, \$2.30 to \$3.00 per capita over a period of three years (\$289,683 in 2018) and an increase to Project funding by 10% annually for five (5) years (\$40,369 in 2018), which began in 2015.

### **2018 Applications Received for Project Grants**

ORGANIZATION NAME	PROJECT NAME	REQUEST	RECOMMENDATION
Crimson Coast Dance Society	Digital Outreach Strategy	\$1,500	\$1,085 *17.5%
Federation of British Columbia Writers	In Our Own Words	\$4,325	\$2,530 *13.09%
Harbour City Jazz Society	JazzFest 2018	\$2,000	\$1,700 *9.71%
Nanaimo African Heritage Society	Capacity Building	\$1,806	\$1,030 *12.12%

**2018 Applications Received for Project Grants (continued)**

ORGANIZATION NAME	PROJECT NAME	REQUEST	RECOMMENDATION
Nanaimo Arts Council	Coal and Wood	\$5,000	\$2,690 *12.87%
Nanaimo Ballroom Dance Society	Island Fantasy Ball Dance Competition	\$6,000	\$4,176 *4.43%
Nanaimo International Jazz Festival Association	Four Piano Jazz Concert	\$2,000	\$1,330 *16.63%
Nanaimo International Jazz Festival Association	Nanaimo Jazz Festival Orchestra	\$4,000	\$2,730 *17.06%
Nanaimo International Jazz Festival Association	Three-Day Jazz Festival	\$21,000	\$6,336 *7.45%
Nanaimo Literacy Association	BookFest – Vancouver Island Children’s Book Festival	\$3,297	\$3,244 *8.40%
Nanaimo Literacy Association	Six to Celebrate	\$1,000	\$820 *20.42%
Nob Hill Community Association	Wisteria Lane Artwork	\$6,500 **50%	\$300 *2.30%
Pacific Coast Stage Co.	Nanaimo Fringe Festival	\$10,828	\$7,480 *16.84%
Pacific Institute of Bagpiping and Celtic Music Society	The Pacific Gael Youth Band	\$2,000	\$1,700 *20.00%
South End Community Association	Miner’s Heritage Picnic	\$1,795	\$1,365 *18.03%
Upper Island Musical Festival Society	90 <sup>th</sup> Anniversary Dance and Honour Performance	\$2,000	\$1,853 *9.45%
<b>TOTAL</b>		<b>\$75,050</b>	<b>\$40,369</b>

\*Percentage of the request to overall project budget

\*\*Exceeds allowable amount with funding from other sources not visible in application

**2018 Applications Received for Operating Grants**

ORGANIZATION NAME	REQUEST	RECOMMENDATION
A Capella Plus Choral Society	\$3,500	\$2,600 *10.00%
Crimson Coast Dance Society **	\$23,900	\$23,900 *9.07%
Friends of Nanaimo Jazz Society	\$5,000	\$4,667 *22.22%
Heart of the Island Chorus	\$3,000	\$2,133 *10.70%
Hub City Cinema Society	\$10,500	\$6,500 *15.33%
Island Bel Canto Singers	\$2,000	\$1,333 *9.80%

**2018 Applications Received for Operating Grants (continued)**

ORGANIZATION NAME	REQUEST	RECOMMENDATION
L 'Association des francophones de Nanaimo	\$30,000	\$19,690 *7.01%
Mid Island Metis Nation Association	\$15,000	\$9,833 *13.11%
Nanaimo African Heritage Society	\$5,000	\$4,094 *11.24%
Nanaimo Arts Council	\$28,000	\$25,744 *22.98%
Nanaimo Chamber Orchestra	\$4,950	\$4,200 *20.00%
Nanaimo Concert Band Society	\$8,000	\$7,083 *22.01%
Nanaimo Conservatory of Music **	\$18,500	\$18,500 *4.60%
Nanaimo Literacy Association	\$3,840	\$3,067 *0.78%
Nanaimo Tidesman	\$3,000	\$2,333 *4.37%
Radio Malaspina Society	\$7,500	\$2,667 *2.18%
Theatre One **	\$42,900	\$42,900 *15.29%
The Island Consort Society	\$1,430	\$1,167 *18.74%
The Pacific Institute of Bagpiping and Celtic Music Society	\$2,500	\$2,438 *12.19%
Vancouver Island Symphony **	\$87,400	\$87,400 *11.25%
The Wordstorm Society of the Arts	\$3,500	\$3,267 *18.88%
Western Edge Theatre Society	\$17,000	\$14,167 *10.01%
<b>TOTAL</b>	<b>\$326,420</b>	<b>\$289,683</b>

\*Percentage of the request to overall operating budget

\*\*3 year funding (3rd year)

**OPTIONS**

1. That the Finance and Audit Committee recommends that Council approve the 2018 Culture & Heritage Grant funding (Operating and Projects) recommendations of \$330,052, as outlined in the report.

- **Budget Implication:** The recommendations do not exceed the total available budget of \$330,052.
  - **Policy Implication:** The Culture & Heritage Grant Program implements the goals of the *2014-2020 Cultural Plan for a Creative Nanaimo*.
  - **Strategic Priorities Implication:** Community Building Partnerships: The City of Nanaimo wants to work with the arts, culture and heritage sector in providing cultural experiences for residents and visitor that enhance the quality of life and create community. As part of the creative sector, arts, culture and heritage organizations contribute \$93 million in direct economic benefit to the community. Through collaboration with the arts, culture and heritage sector, we promote and celebrate Nanaimo's uniqueness and cultural vitality to residents and visitors.
2. That the Finance and Audit Committee provide an alternate direction to the allocation of the 2018 Culture & Heritage Grants (Project and Operating).
- **Process Implication:** This would delay the process, and affect the organizations' operations and upcoming projects.

#### **SUMMARY POINTS**

- A total of 16 eligible Project Grant and 22 eligible Operating Grant applications were received with a total request of \$401,470 for the 2018 Culture & Heritage Grants (Project and Operating).
- A recommendation for the allocation of \$330,052 to the eligible organizations and projects, which is 100% of the approved 2018 Culture & Heritage Grant program budget.
- All eligible applicants have been recommended to receive funding through the Culture & Heritage Grants (Project and Operating).
- There are four organizations currently receiving three (3-year funding) with one applying to be added in 2018.

#### **ATTACHMENTS**

**ATTACHMENT A** – Project and Operating Grant Assessment Criteria

**ATTACHMENT B** – Three-Year Funding Criteria

**Submitted by:**

Chris Barfoot  
Culture & Heritage Coordinator  
Community and Cultural Planning

**Concurrence by:**

Bruce Anderson  
Manager  
Community and Cultural Planning

# ATTACHMENT A

## Project Grants Eligibility Criteria

Groups must:

- be based in Nanaimo and incorporated in good standing (provincially/ and or federally) as a non-profit Canadian arts, culture or heritage organization with a mandate to serve the public;
- be in operation for a minimum of one year;
- have successfully produced and documented as least one prior project or event;
- show evidence of support from other sources (public and/ or private, cash and/or in kind); and
- new and emerging groups will be evaluated on a case-by-case basis.

Eligible projects fall into four main areas:

- Events (i.e. public events and community arts, culture and heritage projects that animate the downtown core and/or community neighborhoods).
- Festivals (i.e. recurring and one-off culture and heritage festivals).
- Collaborations and Partnerships (i.e. special projects that are based upon collaborations and partnerships with other culture and heritage or cross-sector organizations (public and private, non-profit and for-profit).
- Organizational Capacity Buildings (i.e. capacity building initiatives that seek to advance the organizational capacity and long term sustainability of the organization).

## Project Grant Assessment Criteria

### (40%) MERIT:

- quality of proposed project, participating artists and/or contributors;
- the degree to which proposed activities are innovative or distinctive; and
- the degree to which the proposed project has community support.

### (40%) RELEVANCE / FEASIBILITY:

- activities that reflect the strategic priorities of the City and *2014-2020 Cultural Plan for a Creative Nanaimo*;
- planning and administrative skills to effectively underpin the proposed project; and
- provision of realistic proposed budgets with diversified sources of revenue.

### (20%) POTENTIAL IMPACT:

- public impact in terms of providing rich experiences and learning opportunities that build appreciation for and connection to arts, culture and heritage;
- economic impact in the community, contribution towards the health and vitality of the arts, culture and heritage sector; and
- potential to raise the profile of Nanaimo through promotion of its arts, culture and heritage offerings locally and regionally.

## **Operating Grant Eligibility Criteria**

Organizations must:

- be based in Nanaimo and incorporated in good standing (provincially and/or federally) as a non-profit Canadian arts, culture or heritage organization with a mandate to serve the public;
- be in operation for at least three years;
- offer year-round operation / seasonal public programming and/or services to artists; and
- show evidence of support from other sources (public and / or private).

Eligible activities include proposed programs of work (one or three years) will comprise of multiple activities that fall into the main areas of public programming, audience development, administrative and promotion:

- arts, culture and heritage offerings, public engagement and community outreach initiatives;
- special administrative activities that advance strategic and organizational capacity;
- specific initiatives that foster collaborations and partnerships with other organizations (public and private, non profit and for-profit);
- specific ongoing administrative and programming activities that demonstrate they meet the objectives of the program (i.e. no longer compensate for deficits).

## **Operating Grants Assessment Criteria**

### (40%) MERIT:

- quality of proposed programming activities, participating artists and/or contributors;
- alignment of proposed activities and goals with the organization's mandate, vision and mission;
- degree to which proposed activities are innovative and / or degree to which proposed activities have community support; and
- alignment with program outcomes.

### (40%) RELEVANCE / FEASIBILITY:

- activities that reflect the strategic priorities of the City and furthers the *2014-2020 Cultural Plan for a Creative Nanaimo*;
- organizational capacity, governance and administrative skills to effectively underpin the organization and its proposed activities;
- financial health of the organization, as demonstrated by financial statements and provision of realistic proposed budgets with diversified sources of revenue; and
- the degree to which the organization can effectively generate and participate in partnerships and collaborations with other organizations and community groups and artists.

### (20%) POTENTIAL:

- public impact in terms of providing rich experiences and learning opportunities that build appreciation for the connection to arts, culture and heritage;
- benefits to participating artists in terms of opportunities and professional services provided; and potential for advancing their work or career;
- economic impact in the community, contribution towards the health and vitality of the arts, culture and heritage sector; and
- potential to raise the profile of Nanaimo through promotion of its arts, culture and heritage offerings locally, regionally, nationally, and internationally.

# **ATTACHMENT B**

## **Eligibility for Three-Year Operating Funding**

Three-year funding is available to established not-for-profit professional culture and heritage organizations that have been in existence for at least four years. In order to be eligible, applicants must have received at least one annual grant through the City of Nanaimo's Culture & Heritage Funding Program. The organization must have an arts, culture and heritage mandate should this funding be removed, be recognized for excellence in their artistic discipline, provide annual programming to the community, demonstrate long-range financial stability on a year-round basis, be able to articulate long-term artistic visioning and planning, and receive operating funding from the provincial and/or federal level.

## **Definition of Professional Organization**

A "professional organization" is defined as organizations that employ professional artists, pay industry standard artist fees, and have paid administrative staff.