



## REQUEST FOR SUPPORT APPLICATION FORM

Date of Request	July 12, 2024
Organization/Group making the request	Nanaimo Art Gallery
Contact Person	Carolyn Holmes
Address	150 Commercial St.
Telephone	250-754-1750
Email Address:	carolyn@nanaimoartgallery.ca
Type of Support Requested (Select one)	<input checked="" type="radio"/> Letter of Support in Principle <input type="radio"/> In-Kind Contribution <input type="radio"/> Partnership  <i>Note: This policy is not applicable to requests for grant funding by the City, including Permissive Tax Exemption requests, or in-kind funding for facility rentals (see Grants Policy and Guidelines for further details)</i>

### IF APPLICABLE:

Name of grant or program for which you are applying:

Nanaimo Hospitality Association Feasibility Study

Amount of Funding Requested: \$25,000 Grant Due Date: July 19, 2024

Grant Organization: Nanaimo Hospitality Association

Address: danbrady@nanaimohospitality.ca

City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone: \_\_\_\_\_

Please provide an executive summary or short narrative that addresses each of the points outlined in the "Council Support policy". Include any supporting documents or materials and a detailed list of other funding partners (if applicable).

Please submit this form, with accompanying materials, to the attention of the Corporate Officer, Legislative Services, City of Nanaimo, 455 Wallace St. Nanaimo, BC V9R 5J6, or by email to: [legislative.services@nanaimo.ca](mailto:legislative.services@nanaimo.ca).

#### Respecting Your Privacy

Freedom of Information and Protection of Privacy Act (FOIPPA) – Information collected on this form is done so under the general authority of the *Community Charter* and FOIPPA, and is protected in accordance with FOIPPA. Personal information will only be used by authorized staff to fulfill the purpose for which it was originally collected, or for a use consistent with that purpose. For more information, please visit the Legislative Services Department at 455 Wallace Street, call 250-755-4405, or email [foi@nanaimo.ca](mailto:foi@nanaimo.ca).

Carolyn Holmes  
**Nanaimo Art Gallery**  
150 Commercial Street  
Nanaimo British Columbia V9R 5G6

Dear Carolyn Holmes:

***Re: Application S-2023-19875***

On behalf of the BC Arts Council, I am writing to inform you that your application to the Arts Infrastructure program has been approved for an award of \$25,000 to assist with your proposed activities as provided in the project description of your application.

We are asking that you keep news of this funding confidential within your organization until such time as Government announces the funding publicly; timing for that announcement is currently anticipated for April 2023.

BC Arts Council programs are highly competitive. All applications are reviewed through an established process and carefully assessed according to the criteria outlined in the program guidelines.

The BC Arts Council requires a final report on the use of these funds within 30 days of the project end date, which, according to your application, is 2024-03-31. Please note that applicants with overdue final reports are ineligible to apply to future BC Arts Council grant programs.

If at any time, your plans should undergo significant changes or you have further questions, please contact the program advisor associated with this program.

In accordance with the Financial Administration Act, the BC Arts Council reserves the right to redistribute, delay, or suspend payments if an applicant does not carry out its planned activities. Any unused portion of the award is payable to the Minister of Finance.

Payment for this award is being processed and sent separately. The funds will arrive by mail if you are not set up with electronic direct deposit. If you haven't already, we recommend you arrange for direct deposit for future payments by emailing a signed form (<https://www2.gov.bc.ca/assets/gov/british-columbians-our-governments/services-policies-for-government/internal-corporate-services/finance-forms/fin-312-direct-deposit-application.pdf>) to [bcartscouncil@gov.bc.ca](mailto:bcartscouncil@gov.bc.ca); do not send the form to the Ministry of Finance.

This funding is provided by the Province of B.C. by way of the BC Arts Council, the Government of British Columbia's key development and funding agency for arts and culture. The Province and the BC Arts Council will make a public announcement of award results in April 2023.

Recognition of this support must be included on all promotional materials, in print and online. Please refer to the logo guidelines on our website ([www.bcartscouncil.ca/funding/logo-and-acknowledgement/](http://www.bcartscouncil.ca/funding/logo-and-acknowledgement/)) for more information. In addition, we would appreciate you sharing your acknowledgement of the Province and the BC Arts Council through your social media channels after a formal announcement has been made.

You can find us on:

Facebook: <https://www.facebook.com/BritishColumbiaArtsCouncil/>

Twitter: <https://twitter.com/BCArtsCouncil>

We are asking that you keep this information confidential until such time as Government announces the funding publicly, currently anticipated for early April 2022.

Sincerely,

Darb Erickson  
Senior Director, BC Arts Council Programs  
CC: Organization's Leadership List

**Sent Date:** 2023-03-20