2024 Grant Application Form

Community Public Art (CPA) grants are available to arts organizations and eligible community groups seeking to collaborate with an artist or artists on a project that engages community members in the design or creation of an artwork, often small to medium sized, permanent or temporary public art projects in North Vancouver. Please read the Arts & Culture Grants: Program Guidelines, including the eligibility and evaluation criteria for Community Public Art Grants, before completing this application:

<https://www.nvrc.ca/arts-culture/grants/community-public-art>

APPLICATION DEADLINES: **Monday September 25, 2023 at 4:30pm**

Where is this artwork going to be located (select one)  
 ⬜ City of North Vancouver ⬜ District of North Vancouver

Please provide more details about the location.

Applicant Group:

Society Nr *(if applicable)*:

Address:

Website:

Contact Person:

TITLE:

PHONE:

EMAIL:

GRANT REQUEST: PROJECT BUDGET:

PROJECT PROPOSAL

Project Title:

Project Start Date (proposed):

Project End Date (projected):

What would extend the end date past what is listed above?

Project Description:

Attach drawings or visual support materials if possible) with a max of 1MB for each image and no more than 4 in total.

Are there community participants? Please list.

Where will the art making and community involvement take place?

Where is the proposed final location for the art work?

Do you have permission to use the proposed site? Who has provided the permission?

ARTIST INVOLVEMENT

Artist’s Name:

Street Address:

Website (if applicable):

PHONE:

EMAIL:

Artist’s resume is attached. Yes No

Please include photos of the artist’s previous artwork (no more than 1MB each and no more than 4 photos)

Explain the artist’s experience relevant to this project and their ability to facilitate this project.

Include a statement from the artist that explains their vision and role in the project.

PROJECT BUDGET   
(use this or attach a spreadsheet that includes this information)

|  |  |  |
| --- | --- | --- |
| **ANTICIPATED EXPENDITURES** | **CASH** | **DONATED / IN-KIND** |
| Artist Fee |  |  |
| Project Administration |  |  |
| Equipment |  |  |
| Materials and Supplies |  |  |
| Installation |  |  |
| Space Rental |  |  |
| Project Documentation |  |  |
| Other (specify) |  |  |
| Other (specify) |  |  |
| TOTAL EXPENDITURES |  |  |
|  |  |  |
| **ANTICIPATED REVENUES** |  |  |
| NVRC Community Public Art Grant |  |  |
| Other Government Grants (specify) |  |  |
| Foundation Grants |  |  |
| Sponsorships |  |  |
| Donations |  |  |
| Foundation Grants |  |  |
| Other (specify) |  |  |
| Other (specify) |  |  |
| TOTAL REVENUES |  |  |

MAINTENANCE & DURABILITY CONSIDERATIONS

What materials and finishes will be used to create the artwork? Please describe.

Comment on the durability of the materials in relation to the placement of the piece *(indoor vs. outdoor, permanent artwork vs. temporary installation).*

What is the anticipated lifespan for the artwork?

What are the long-term maintenance needs for your proposed permanent public artwork?

What are the proposed final dimensions of the artwork?

Who will be responsible for installation?

Upon completion, who will own the artwork?

Who will be responsible for the annual maintenance of the artwork?

FINAL DOCUMENTATION AND REQUIREMENTS

Upon completion of community public art projects, organizations are required to provide the Public Art Officer with the following information:

* *a completed Schedule C (provided upon project approval)*
* *10–15 high-resolution images of the community participation process*
* *10–15 high-resolution images of final community public art project*

Final documentation is required 12 months after receipt of project funds. If the project has been delayed the organization must submit a written status report to the Public Art Officer indicating the reason for the project delay and adjusted project timelines.

All marketing and media needs to be reviewed by the Public Art Officer and NVRC and the Municipality are to be recognized with appropriate language and logos. Please contact us for more information or to submit a request.

SUBMISSIONS & ENQUIRIES

APPLICATION DEADLINES: Monday September 25, 2023 by 4:30pm

Next Intake February 2024 (TBD)

**Electronic Submission**

All materials must be submitted electronically to [arts-grants@nvrc.ca](about:blank).

(Hard copy submissions will only be accepted under exceptional circumstances. Please contact [arts-grants@nvrc.ca](about:blank) to discuss alternate forms of delivery).

**File Share**

The preferred method of electronic submission is via a web-based file-share platform (e.g., OneDrive, WeTransfer). **Note: We are unable to access Google Docs, do not use Google Docs Dropbox.**

\*\*Please ensure there are no passwords or time limits on any applications and materials.

For enquiries about the Arts & Culture Grants Programs, please contact:

Karen Pighin, Cultural Services Supervisor (Grants)

P: 604 983-6334  
E: [arts-grants@nvrc.ca](mailto:arts-grants@nvrc.ca)

For more information or assistance with your application, please contact:

Lori Phillips, Public Art Officer  
P: 604 983-6348  
E: [lori.phillips@nvrc.ca](mailto:lori.phillips@nvrc.ca)

Examples of Community Public Art projects and more information about the program can be found at: <https://www.nvrc.ca/arts-culture/public-art/civic-public-art-program>

The Program Guidelines for Arts & Culture Grants, including the eligibility and evaluation criteria for Community Public Art Grants can be found at: https://www.nvrc.ca/arts-culture/grants/community-public-art

DECLARATION & SIGNATURES

This application must be signed by **TWO** current Officers of the applicant society / group.

|  |  |  |
| --- | --- | --- |
| ***Signature of Person filing the application*** *(identified as Contact Person on Page 1)* |  | ***Signature of Board Chair*** *(or, another designated board member)* |
|  |  |  |
| *Please type the following information:* |  |  |
| Name: |  | Name: |
| Title: |  | Title: |
| Date: |  | Date: |

*We, the above-signed, certify that, to the best of our knowledge, the information provided in this application is accurate and complete and is endorsed by the organization we represent.*

APPLICATION CHECKLIST

*Provide the following info on CD or memory stick.*

⬜ Completed APPLICATION FORM signed by **TWO** current officers of the Society.

⬜ Artist(s) resume, website, examples of previous work and other attachments as requested.

⬜ Photographs of proposed location for community public art project/installation.

⬜ List of CURRENT Board of Directors and/or Project Committee.

⬜ Copy of SOCIETY CERTIFICATION, *if applicable*

⬜ FINANCIAL STATEMENTS for last completed fiscal year

⬜ OPERATIONAL BUDGET REPORT, *where Financial Statements are not available*