

## Original Peoples Investment Program 2018

**Deadline: TBD**

**Applications Open: TBD**

*We would like to acknowledge the traditional territories of the Blackfoot and the people of the Treaty 7 region in southern Alberta, including the Siksika, Piikani, Kainaiwa, Tsuut'ina and Stoney Nakoda First Nations.*

*We acknowledge that the city of Calgary is situated on lands where the Bow River meets the Elbow, and that the traditional Blackfoot name of this place is Mohkinstis and the Michif Cree name is Ohtuskwan.*

*We also acknowledge that the city of Calgary is home to the Métis Nation of Alberta, Region 3 within the historical Northwest Métis homeland.*

If you require any accommodations that would allow you to fairly access this process, please contact 403.476.2031 or email [grants@calgaryartsdevelopment.com](mailto:grants@calgaryartsdevelopment.com). For more details see the Accommodation section below. For an audio/visual overview of the program visit [calgaryartsdevelopment.com](http://calgaryartsdevelopment.com). If you have questions or concerns, see the Help Sheet at the end of these guidelines.

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## Program Information

The Original Peoples Investment Program<sup>1</sup> (OPIP) supports the preservation and revitalization of First Nation/Métis/Inuit (FNMI) art through arts-based projects and activities that are supported and validated by FNMI artists, community, Elders and Knowledge Keepers.

Apply for up to \$10,000 CAD to cover almost any expenses related to the project or initiative (full details in Expenses section below).

Total funding available is \$200,000.

### Who Can Apply

**First Nation/Métis/Inuit artists and collectives** (demonstrating a serious dedication to artistic practice and at all stages of career) and **FNMI-lead organizations** practicing/operating in the **Treaty 7 region**, working in **any artistic discipline**.

**An applicant may only be responsible for one application that is for one project/activity, which may have multiple parts.** However, it is acceptable to be involved in other projects/activities that other applicants may be applying for.

### Selection Process (full details in Selection Process section below):

- Criteria: **Artistic Impact, Community Connection, Planning** (full details in Criteria section below).
- Everyone who applies has the option of being part of the open FNMI-lead process for deciding which projects/activities get funding.
- **Multi-day Community Circle on <dates TBD>.**
- Support and guidance from non-voting FNMI Elders and Knowledge Keepers.

**Notification of Results:** Late December 2018

### *Background*

Calgary Arts Development engaged an Indigenous consultant to lead a process with an Indigenous Artist Advisory Committee and Elders to develop recommendations and an outline of an arts funding program that will support FNMI artists and build a positive relationship with the Indigenous community.

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<sup>1</sup> The name for this program was chosen by our Indigenous Artist Advisory to honour and acknowledge the people who have always called this land home.

Calgary Arts Development aspires to:

- Develop authentic relationships with the Indigenous community living within and in the surrounding areas of Calgary.
- Understand how to incorporate Indigenous teachings, values and ways of knowing into a framework for program design that will guide future work with Indigenous communities, artists and art.
- Build trust by engaging Indigenous artists throughout the process of program design and implementation.
- Deliver programs that are mutually validated, by both the Indigenous community and by Calgary Arts Development.

This program works towards the following broad goals:

- Indigenous arts and cultures are supported and enhanced as living cultures.
- Through a better understanding and representation of Indigenous arts, more non-FNMI Calgarians will honour Indigenous artists and their stories.
- Indigenous artists and communities are provided meaningful and sustainable supports in their efforts to share, celebrate and educate about Indigenous arts and cultures.

**OPIP will only be accepting one round of applications for 2018**, after which the program outcomes and process will be evaluated by Calgary Arts Development along with the FNMI community so that future iterations will remain effective and responsive to the needs of FNMI artists.

## Program Criteria

Projects/activities will be funded based on the following considerations:

- Artistic Impact:** The artistic quality of the project/activity, its potential to advance the applicant's artistic practice and/or goals, and its potential to meaningfully contribute to related artistic forms.
- Community Connection\*:** How meaningfully, intentionally, and thoughtfully applicants will engage with audiences, participants, or communities that experience the project/activity.
- Planning:** How reasonable the plan for the project/activity is, including timeline, budget and the applicant's ability to undertake it.

**\*Your project/activity does not necessarily have to focus on "community engagement."**

We acknowledge that not all artistic practices involve public participation or discussion. If this is the case for you, think about what it means for you to be an artist and share your work, and what that means for your sense of community.

## Selection Process

**Important:** Participation is completely optional for all applicants, but encouraged.

### **IF you want to apply but do not take part in the selection process:**

1. Select "NO" on the Selection process question in the online application before submitting.

### **IF you want to apply and would like to take part in the selection process:**

2. Select "YES" on the Selection process question in the online application before submitting.
3. We will contact you to confirm your participation and commitment to attend all scheduled days of the Community Circle.
4. Review applications through the online granting tool in the month between the deadline and the Community Circle
5. Attend the Community Circle, where applicants meet and have the option to speak to their projects in-person, ask questions, share perspectives and collectively decide who receives funding.

### **All participants of the Community Circle selection process must:**

- Honour the Group Agreements for the Community Circle (below).
- Review all applications assigned to them prior to the Community Circle\*.
- Attend all days of the Community Circle.

\*No applicant may review or vote on their own application or that of a project/activity they are involved with.

### **Group Agreements**

1. We commit to creating a safe space for everyone by:
  - a. Respecting each person regardless of how they identify, including their gender, sexuality, age, religion, beliefs, nation, etc.
  - b. Not interrupting others.
  - c. Being mindful of how much time/space we each take up in discussions.
  - d. Making time/space for others to speak.
  - e. Using "I" statements (I feel, I think, I wonder...).
  - f. Replacing criticism with questions and encouragement.
  - g. Respecting those who wish to listen silently.
2. We will respect all art forms, traditional, contemporary or other.

3. We will consider what the criteria mean for each applicant based on:
  - a. How they define their own practice.
  - b. What is appropriate within their artistic discipline.
  - c. Their stage of career/practice/experience/expertise in their form.
4. We will try to focus every conversation around what we appreciate about every project.
5. We will remember that this is not a panel of experts:
  - a. We will honour the knowledge and experience others share.
  - b. We will not impose arbitrary standards or ideas on an applicant or their project/activity that are not appropriate to the specific context.
  - c. We will acknowledge the experiences and values that may make each of us biased.
  - d. We will allow others to help us check in with our biases in a respectful and productive way.

#### ***Proposed Community Circle Format (flexible)***

- Opening prayers lead by Elders.
- Review Group Agreements and guidelines for safe space and conduct.
- Five minutes for every applicant to speak to the following (optional):
  - Introduce yourself and your artistic practice.
  - Briefly describe the project/activity and what you think is important about it.
- Five minutes per application for the rest of the Community Circle to ask questions.
- An open, positive and appreciative discussion shared by all assessing applicants, Elders and Calgary Arts Development staff around the following:
  - Which applications really stood out and why.
  - Any questions, ideas or concerns.
- Any and all applicants participating in the selection process anonymously vote on which projects they would fund within the overall budget.
- Calgary Arts Development staff compile and tabulate results of voting.
- **Results of voting are shared back to the Community Circle and the funding list is finalized and confirmed before the end of the meeting\*.**
- Closing prayers lead by Elders.
- Opportunity for discussion around the overall process and outcomes (optional).

**\*Applicants will be notified of results within a week of the final Community Circle day.**

**Elders and Knowledge Keepers** from the Indigenous community will be invited by Calgary Arts Development to provide a voice around ceremony, protocol and traditional knowledge and ways of knowing:

- Elders will be invited to read applications and participate in all discussions, but **will not participate in the voting process.**
- The role of the Elders will be to act as a supportive and validating presence for all applicants and to provide wisdom and guidance towards the broad outcomes of the program.

## How to Apply

Applications will mainly be accepted through Calgary Arts Development's online granting tool, unless an applicant requires a different accommodation to access the process fairly. Calgary Arts Development staff are available upon request to offer technical assistance at any stage of the application process, including help to create documentation.

To access the online granting tool and create a draft:

Visit [calgaryartsdevelopment.com](https://calgaryartsdevelopment.com).

→ Click "grant login" on top right.

→ log in or create account.

→ click "apply."

→ click "Original Peoples Investment Program" to open a draft application.

→ scroll to bottom and click "save draft."

Once a draft has been saved, you can access the application from your dashboard when you log in.

Applications must be submitted before 4:30pm MST on the day of the deadline. Late applications will not be accepted. Extensions may be provided upon request in certain circumstances in advance of a deadline. Consult the Deadline Extension Policy below for more information.

## Eligible Expenses

Applicants may use this grant for almost any expense related to their project/activity, including but not limited to:

- Expenses related to the development, creation, production, or distribution of artistic work, such as supplies, fees for contractors, venue or studio rental, event hospitality, operations, salaries etc.
- Expenses related to professional development, such as travel, mentor fees or honorariums, tuition for stand-alone courses or workshops, or per diems etc.
- Artist fees.

- Subsistence expenses, such as food, rent, child care, etc.

Artists may not use this grant for the below ineligible expenses:

- Purchase of major pieces of equipment over \$500 (capital costs).
- Tuition or any expenses (including room, board, travel, transportation, etc.) intended to allow access to post-secondary degree or credit granting educational programs or study.

Please contact the Community Investment team if you have any questions about eligible expenses.

### **Application: *Who am I? Why am I? Where am I?***

**Applicants have the option of answering the core questions of the application in either of the following ways:**

- **Written Response.** Entered directly into the provided area of the online granting interface or uploaded as a text document (900 words max, upload DOC, DOCX, PDF, 2MB).
- **Oral Response:**
  - Audio or video
  - 10 minutes of you or someone else speaking to the questions below—keep in mind this is not meant to be an opportunity to perform or showcase your work.
  - Must be attached to application as a private YouTube link with password.
  - Calgary Arts Development staff will be on hand to support with both recording and uploading to application by appointment up until one week before the deadline.

#### **Core Questions:**

- What does it mean for you to be an Indigenous artist (or for organizations, to represent an Indigenous arts perspective/identity)?**
- How do you think about your sense of connection and relationship to Indigenous community and the land, and what does it mean to you?**
- Describe your project and how it relates to the above, as well as your own artistic goals.**
- Describe the opportunities for relationship-building created by your project, including but not limited to mentorship, discussions, forums, participatory activities, workshops, artist talk-backs, audience experience etc.**

#### **Other Required Information:**

- Contact Information** (name, address, phone, email)
- Artistic Discipline** (self-defined)

- ❑ **Description of Artistic Practice.** Describe what your work looks like and what is important about it to you (300 words max). Try to connect to the criteria and the main questions below. You may include a list of relevant experiences related to your practice (artist CV or resume, upload DOC, DOCX, PDF, 2MB).
- ❑ **Funding Request** (up to \$10,000)
- ❑ **Timeline.** Outline a planned timeline of your project/activity, including start and end dates of each activity, a brief description of the activity and any other important milestones. Overall projects must be completed in 2019. Can be written directly into online application form or as an uploaded document (acceptable file types: DOC, DOCX, XLS, XLSX, PDF, 2MB).
- ❑ **Budget** (Must use standard template, upload XLS, XLSX, PDF, 2MB)
- ❑ **Optional Support Material 1** (DOC, DOCX, XLS, XLSX, PDF, JPG or link 4MB)
- ❑ **Optional Support Material 2** (DOC, DOCX, XLS, XLSX, PDF, JPG or link 4MB)
- ❑ **Optional Support Material 3** (DOC, DOCX, XLS, XLSX, PDF, JPG or link 4MB)
- ❑ **Optional Support Material 4** (DOC, DOCX, XLS, XLSX, PDF, JPG or link 4MB)

**Note:** Use support material creatively to show or describe important things that don't fit into the main application. If you need help documenting your work contact us!

## Accommodation and Accessibility

Calgary Arts Development is committed to open, fair and transparent processes. We will work with applicants who experience barriers to access our granting programs to develop accommodations that suit their abilities, including but not limited to:

- Translation.
- Braille transcription.
- Physical access to meeting spaces.

## Conditions of Grant and Reporting

Applicants will be notified of their results by email (if another form of communication is ideal for you please reach out to us directly). Successful applicants will be required to sign and return an Investment Agreement 30 days after receiving notification of success in order to receive funding. Calgary Arts Development will provide a T4A to applicants that are individual artists for the grant amount. For information about tax requirements for artist grants, please consult the **CRA guidelines**.

A **Final Report** will be due 30 days after the completion of the applicant's final activity:

- Upload a budget with actuals.** Please keep receipts as you may be asked to provide them (upload DOC, DOCX, XLS, XLSX, PDF, 2MB).
- Describe your experience of completing project. Did you achieve your artistic goals? Did anything change from your original proposal** (200 words)?
- Briefly describe what impact this funding made on your sense of community** (200 words).
- Additional comments you would like to share with Calgary Arts Development** (400 words).
- Support Material 1** (upload DOC, DOCX, JPG, XLS, XLSX, PDF, or link, 4MB)
- Support Material 2** (upload DOC, DOCX, JPG, XLS, XLSX, PDF, or link, 4MB)
- Support Material 3** (upload DOC, DOCX, JPG, XLS, XLSX, PDF, or link, 4MB)

## Deadline Extension Policy

Calgary Arts Development intends its granting process to be open, fair and transparent.

Calgary Arts Development has a responsibility to the citizens of Calgary to ensure the security and value of their investments.

For clients who intend to submit applications but will miss the deadline, a written request for extension must be received by Calgary Arts Development before the deadline.

Requests not received in time will result in ineligibility for that granting period. The request must state the reason(s) the application deadline cannot be met. Acceptable reasons may include:

- Personal health or family crisis
- Birth or death of a family member
- Unforeseen personal priority

Calgary Arts Development staff will review the request for extension. If in Calgary Arts Development's sole discretion, the reason for the extension is compelling, a deadline extension will be granted. A written notice explaining Calgary Arts Development's decision will be sent to the applicant. Extensions will only be granted if doing so will not materially affect the planned assessment process.

Notwithstanding the foregoing, Calgary Arts Development, in its sole discretion, may grant an extension in extenuating circumstances.

## Questions

Consult the **Help Sheet** below for answers to common questions about the program.

Our team is here to support you! If you have any questions about the program contact the Community Investment team at [grants@calgaryartsdevelopment.com](mailto:grants@calgaryartsdevelopment.com) or 403.476.2031.

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## Original Peoples Investment Program 2018 Help Sheet

### How to Design Your Application

Before you begin writing your application, consider the below questions:

- **What is important to you?**
  - Consider your artistic goals. What do you need, beyond funding, to achieve those goals? Why are those activities, tasks, skills, relationships etc. important to you?
- **What is feasible for you?**
  - If you receive this funding, what activities will you be able to realistically and meaningfully complete?
- **What don't you know?**
  - Don't be afraid to be honest about the challenges or barriers you might experience in your career as an artist or in your artistic practice. An appreciative self-awareness and criticality will allow you to identify any blind spots, or areas you need to invest in, such as professional or artistic development, experimentation, or risk-taking.
- **Who are your communities?**
  - Who is the audience for your work? It could be people who share the same goals or values, people who engage with or see your work, or people who work in your artistic community. Defining your public will allow you to best understand what it means to have an impactful relationship with them.

### Frequently Asked Questions

#### **Q: Should I apply for \$10,000? Will I have a better chance of success if I ask for less?**

Usually, your planning will not be as strong if you start at \$10,000 and work backwards. Instead, we encourage applicants to first think about a project that will fall within the general range of under \$10,000. Imagine how you think the project would run ideally, and then build your budget off of that. If you go over \$10,000 then you can reconsider the scope of your project, look for where you can cut costs, or think about other funding. Your best chances come with the project you've done the best planning for.

#### **Q: Why does there need to be a criterion for Community Connection, when many applicants will apply with individual and personal projects?**

In our discussions with our Indigenous Artist Advisory a common theme was around the power of community to heal. While we know that many artists may not necessarily put a focus on community

engagement per se, we want to open a conversation for every application to say what community means for them, and how they think their art contributes to that community.

**Q: I don't feel comfortable using the written application and I also don't feel comfortable standing in front of a camera for an oral submission. How can I still apply?**

We are open to you choosing someone else to speak on your behalf in the oral submission. If you are having trouble finding someone willing to do this for you we can help (provided you give us a lot of notice).

**Q: What if I want to participate in the Community Circle selection process but I don't feel comfortable speaking in public?**

You are not required to speak in the Community Circle. Listening deeply and voting is acceptable. If you want to choose someone else to speak to your project/activity in the Community Circle let us know and we will make those arrangements. Keep in mind that they will only be allowed to be present when it's time to speak to your application and they will not be allowed to vote.

**Q: Can I apply with the intention of partnering with a non-Indigenous or non-FNMI artist or organization?**

Yes! This program is about forging and strengthening connections between everyone who lives in Treaty 7. That being said, we are only allowing FNMI artists and organizations to be the main applicants.

**Q: What if my project/activity costs more than the maximum amount I can request from this program (\$10,000 CAD)?**

You will have to show how you will fund the remaining expenses, either through fundraising, other grants or sponsorships, or your own personal money. If you are applying for additional funding outside of this program but it won't be confirmed before the deadline that's okay. If you do as much as you can to show that you've done the proper planning, the Community Circle will be asked to operate on the assumption that you have any additional expenses covered.

**Q: Can I use the funding for tuition for a workshop, training course, residency, etc.?**

Yes, so long as you can directly link those experiences to your project/activity. The only tuition or course fees we will not fund are for post-secondary degree granting programs.

**Q: If an application is incomplete or is missing information, will it still be accepted?**

If we can see that information is missing because of a mistake or a simple omission, we will usually follow up with you and give you chance to make adjustments.