



CULTURAL GRANTS

Administered by the Oakville Arts Council

ELIGIBILITY AND EVALUATION CRITERIA

The Cultural Grants are meant to help not-for-profit groups enrich the community with cultural activity.

ELIGIBILITY CRITERIA FOR A CULTURAL GRANT

- 1. THE APPLICANT MUST BE A DULY CONSTITUTED NOT-FOR-PROFIT ORGANIZATION.**
The organization must be able to provide documentation of not-for-profit status (i.e. constitution, bylaw, program, brochure, meeting minutes, etc.).
- 2. AN ACTIVE BOARD OF DIRECTORS OR EXECUTIVE COMMITTEE MUST BE IN PLACE TO ACT AS TRUSTEES FOR PUBLIC FUNDS.**
Normally the statement of actual meeting dates in the previous 12 months will be sufficient, but the Grants Review Committee may require copies of minutes to be filed with the application.
- 3. THE APPLICANT ORGANIZATION, MEMBERSHIP IN IT, AND ATTENDANCE OF ITS ACTIVITIES, MUST BE OPEN TO THE PUBLIC.**
The Grants Review Committee will examine the way membership and activities have been publicized, as well as program information supplied by the applicant.
- 4. THE APPLICANT MUST MAKE A CONTRIBUTION TO THE ARTISTIC LIFE OF THE COMMUNITY.**
The Grants Review Committee will look for a majority of members and/or audience/participants to be Oakville residents, or, alternatively, a majority of programs to take place within the Town.
- 5. THE APPLICANT MUST DEMONSTRATE FINANCIAL RESPONSIBILITY NECESSARY TO MANAGE PUBLIC FUNDS.**
The Grants Review Committee may request current and historical financial statements to be filed with the application. Cultural grants are not intended to provide for deficit reduction or the creation of operating surpluses.
- 6. SHOULD FUNDING BE APPROVED, THE APPLICANT MUST FOLLOW THE APPROPRIATE REPORTING REQUIREMENTS OUTLINED IN YOUR LETTER OF AGREEMENT.**
On approval by Town Council, the Grants Review Committee will outline in your letter of agreement your reporting process. Funding may correspond with regular progress reports or correspondence with the Oakville Arts Council.
Failure to submit a report renders current and future applications ineligible.

CATEGORIES OF GRANTS

- 1. OPERATING GRANTS** - to assist with the day-to-day artistic and administrative expenses of the organization. Operating grants are not automatically renewable. Applicants will be required to make an annual application. Organizations will be required to be in existence for a minimum of one year. Operating grants are not to be used for touring outside of Oakville. (Note: The Grants Review Committee will be looking for multiple revenue streams within the applicant's funding i.e. sponsorship, donations, ticket sales, etc.).
- 2. PROJECT GRANTS** - to assist with one-time projects including arts and cultural events, workshops or symposia, special equipment projects, incorporating, etc. Travel to conferences, competitions, etc. will not be considered for project grants. **Project Grants will normally be considered once every two years.** (Note: Three quotes are required for equipment purchases).

Evaluation focuses on: impact for Oakville residents, emphasis on seed money, and leveraging ability with other funders.

Cultural Grants will not fund deficits, scholarships or bursaries.