Artsweek SHIFT² Grant Programs Call for Proposals (UPDATED)

Guidelines and Application Forms

Deadline: February 22, 2021 at 11:59 pm
www.artsweekpeterborough.ca
infoartsweek@gmail.com

BACKGROUND INFORMATION

Now in its 14th year, **Artsweek** is typically Peterborough's "festival of the arts" – an extravaganza of music, literary events, and spoken word arts, pageantry, puppetry and kids' programming, media and visual arts projects, dance, theatre and performance of all kinds, unfolding indoors and out, in public spaces and established art venues all across the city.

Since its beginning as part of the City of Peterborough's Centennial Celebrations in 2005, this festival has supported original creation by local artists, brought new work to new audiences in unexpected ways, and celebrated Peterborough as an innovative, creative community with a vibrant arts scene.

Artsweek has been produced by the Electric City Culture Council (EC3) since 2015, and became a biennial event in 2016. In 2018, **Artsweek** presented 30 projects, 60 events, and work by more than 100 artists during this 10-day festival.

ARTSWEEK 2020 UPDATE

Artsweek was scheduled to take place in September 2020, but due to the COVID-19 pandemic, the 10-day festival has been postponed until late September 2021. In the meantime, EC3 negotiated with our funders to use some Artsweek funding in late 2020 and early 2021 for a pocket-sized version of our festival project: **Artsweek SHIFT**. This will not impact funding available for the festival in the fall of 2021, but provides additional opportunities to support artists during the current pandemic.

ARTSWEEK SHIFT

The first phase of **Artsweek SHIFT**, a curated multidisciplinary program of visual arts, spoken word and poetry readings, took place in the late fall and early winter of 2020. **Post-Code Tour**, organized by Hannah Keating, included the work of Bethany LeBlonc, Sioux Lily Dickson, and Derek Newman-Stille and is available on Instagram at @post_code_tour. **Downtown**, curated by Justin Million, featured works by painter John Climenhage, and an all-star line-up of poets and spoken word artists performing in various outdoor venues.

ARTSWEEK SHIFT²

Artsweek SHIFT² is the second phase of this initiative, launching with an **Open Call for Proposals** from artists in all disciplines. It has two components:

- **Component One: Mini Grants to Professional Artists** provides up to **$1,500** for local artists to undertake activities that will aid in their creative development and support the sustainability of their practice, including, but not limited to, the development of new projects, advancing works in progress, adapting existing works or developing new approaches to their work including, but not limited to, the use of new technologies or digital opportunities. While projects may include public presentation of a completed work or works, this is **not** a requirement of this Component of the program.
- **Component Two: Project Production and Presentation Grants** provides up to **$3,000** to individual artists or arts organizations for innovative, larger-scale projects in any artistic discipline, taking place virtually or live in Peterborough, before May 31, 2021.

ARTSWEEK SHIFT² COMPONENT ONE:
Mini Grants to Professional Artists **Grants of up to $1,500**

PROGRAM DESCRIPTION
Artsweek SHIFT² Component One provides grants of up to **$1,500** to individual professional artists, in any stage of their careers, working in any discipline, to undertake a range of creative activities to advance their professional practice and body of work, make transitions in their artistic practice in response to the COVID-19 pandemic, or undertake professional development opportunities or learning activities that will advance their career. The program is intended to support artists in the sector with their creative development and the sustainability of their practice, including, but not limited to, the use of new technologies or digital opportunities. While projects may include public presentation of a completed work or works, this is **not** a requirement of this component of the program.

ELIGIBLE ACTIVITIES
- Applicants may apply to research and develop a new work, complete or adapt an existing work (or body of work), advance or complete a work in progress, or establish new approaches to their work. Project activities that are projected to occur in the immediate future, ideally in the next three months, are eligible.
- Activities/costs may include, but are not limited to: research and development, time to advance or complete work, workshopping, editorial support, materials, etc.
- Assistance is also available for professional development opportunities or specific learning activities that sustain or advance an artist's career.
- All activities must comply with current COVID-19 health and safety guidelines.
- If your proposal includes working with other artists, artists' fees must be paid.

DEADLINE
The deadline for applications is **February 22, 2021**. You can learn more about the program at **www.artsweekpeterborough.ca**.

If you identify as Deaf and/or as living with a disability/ies, and require accommodation or assistance to develop or make an application to this program, please contact EC3 Program Coordinator Gabe Pollock at infoartsweek@gmail.com for more information.

FINANCIAL SUPPORT
Artsweek will contribute up to **$1,500** towards projects in **Artsweek SHIFT² Component One**; however, artists may seek out other funding sources to help contribute to the full cost of their projects.

Artsweek SHIFT² will support artists who are awarded a grant in their applications to other funding sources.

ELIGIBILITY CRITERIA
To be to eligible for **Artsweek SHIFT² Component One**, applicants must meet the following criteria:
- Canadian Citizen or Permanent Resident
- Peterborough City or County Resident
- Professional Artist*
- Age 18 or over

EC3 defines a professional artist or arts professional as someone who has developed skills through training or practice, is recognized by artists working in the same artistic tradition, has a history of public presentation or publication, seeks payment for their work and actively practices their art. Short breaks in artistic work history are acceptable.

ASSESSMENT OF APPLICATIONS
A Peer Assessment Committee will review applications/proposals and make recommendations to EC3/Artsweek SHIFT² for funding.

ASSESSMENT CRITERIA
Proposals in **Artsweek SHIFT² Component One** will be evaluated and selected based on the following criteria:
- Quality and clarity of artist's statement
- Artistic merit of the project/proposal and value for the artist's practice
- Project feasibility (budget and demonstrated ability to carry out the project)

NOTIFICATION
EC3/Artsweek SHIFTÐ will email you a notice acknowledging receipt of your submission shortly after the final application deadline. Acknowledgement indicates that your application has been received, not that it is eligible or approved. You will be informed of the results by **March 8, 2021**.

SUCCESSFUL APPLICANTS
If your application is successful, EC3/Artsweek SHIFTÐ will send you a Letter of Agreement.

ARTSWEEK SHIFT² COMPONENT TWO:
Project Production and Presentation Grants **Grants of up to $3,000**

PROGRAM DESCRIPTION
This is an **Open Call** for innovative projects in any artistic discipline, for any location within the city where current COVID-19 health and safety protocols can be maintained, including outdoors, mobile activities, broadcast, and/or for virtual projects including: social media, live streaming, websites, etc.

ELIGIBLE PROJECTS
- This **Open Call for Proposals** for **Artsweek SHIFT² Component Two** includes, but is not limited to: performance (dance, theatre, multi-disciplinary, circus arts), visual art (installations, interventions, exhibitions, projections, virtual tours), media arts, writing/spoken word, and any form of music or sound (audio art).
- Individual artists, collectives, ad hoc groups, or arts organizations may propose projects. Project proposals may include the work(s) of one artist or several. Partnerships and collaborations with other community organizations are welcome and encouraged.
- Live/in-person projects may take place anywhere in the city, as long as current COVID-19 health and safety protocols are maintained. Applicants are invited to submit ideas for art interventions that transform and activate city spaces, both real and virtual.
- Pop-ups, one-time, short-run, or continuous project proposals are all eligible.
- Artists' fees must be paid.
- This program strives to present projects that reflect and promote the diversity of Peterborough and Canada today.

DEADLINE
The deadline for applications is **February 22, 2021**. You can learn more about the program at **www.artsweekpeterborough.ca**.

If you identify as Deaf and/or as living with a disability/ies, and require accommodation or assistance to develop make an application to this program, please contact EC3 Program Coordinator Gabe Pollock at infoartsweek@gmail.com for more information.

FINANCIAL SUPPORT
Artsweek SHIFT² will contribute up to $3,000 towards projects in **Artsweek SHIFT² Component Two**; however, artists may seek out other funding sources to help contribute to the full cost of their projects.

Artsweek SHIFT² will support artists who are awarded a grant in their applications to other funding sources.

Artsweek SHIFT² events must be free to the public.

ELIGIBILITY CRITERIA
Applications to **Artsweek SHIFT² Component Two** may include individual artists (emerging to established), collectives, ad hoc groups, or arts and culture organizations in the City or County of Peterborough. Partnerships and collaborations with other community organizations are welcome.

Projects must be presented or completed no later than May 31, 2021. A Final Report will be required.

ASSESSMENT OF APPLICATIONS
A Peer Assessment Committee will review applications/proposals and make recommendations to EC3/Artsweek SHIFT² for funding.

ASSESSMENT CRITERIA
Projects in **Artsweek SHIFT² Component Two** will be selected based on the following criteria:
- Artistic merit of the project
- Clarity of artist's/producing organization's statement and project description
- Project feasibility (budget and demonstrated ability to carry out the project)
- Available funds, potential impact, and fit with **Artsweek SHIFT²** mandate are also important criteria.

NOTIFICATION
EC3/Artsweek SHIFT² will email you a notice acknowledging receipt of your submission shortly after the final application deadline. Acknowledgement indicates that your application has been received, not that it is eligible or approved. You will be informed of the results by March 8, 2021.

SUCCESSFUL APPLICANTS
If your application is successful, EC3/Artsweek SHIFT² will send you a Letter of Agreement.

INCLUSION AND ACCESSIBILITY
Artsweek SHIFT² and EC3 are committed to equity and inclusion, and welcome applications in both Components from diverse cultural communities within the City or County of Peterborough, including artists who identify as BIPOC, LGBTQ2+ artists, artists from marginalized communities, artists who are Deaf, hard of hearing, or living with disabilities.

If you are a first-time applicant, identify with the groups above, or just need assistance with the process, please contact the Artsweek team at infoartsweek@gmail.com. Please watch social media for further information and assistance on applying to **Artsweek SHIFT²**.

CALL FOR PROPOSALS: INSTRUCTIONS
If you would like to apply to be part of **Artsweek SHIFT² Component One** or **Component Two** and receive funding to support your project, please read all the information above very carefully before completing the application form below, and *ensure you are using the correct application form for the Component you wish to apply for*. Use the checklist on the final page of the application to ensure you have included all the required information.

Applications will only be accepted via the fillable PDF, sent by email to **infoartsweek@gmail.com**.

TIMELINE / DEADLINES
- February 1, 2021: Call for Proposals
- February 22, 2021: Call for Proposals Deadline (at 11:59 pm)
- March 8, 2021: Results Announced
- May 31, 2021: All Projects Complete
- June 30, 2021: Final Reports Due (Component Two only)

Component One:
Mini Grants to Professional Artists

NOTE: *Please ensure you are filling out the application form for the correct Component of Artsweek SHIFT². Applications will only be accepted via the fillable PDF, sent by email to* infoartsweek@gmail.com*.*

Name of lead applicant (who the cheque should be made out to):

Other participants (if applicable):

Contact information of lead applicant
Phone (required):

Email (required):

Mailing address:

Title of project:

Project summary (25 words maximum):

Artist's statement:
What are the artistic goals of your project? What are you trying to do? Your artist's statement should describe how the proposed program of activities/work either contributes to the development of your artistic practice or relates to other work you or your team of collaborators is currently engaged in.

Support materials:
Provide up to 5 examples documenting your previous work as email attachments with your proposal. Images: send in JPG/PNG/GIF format; audio and/or video: upload clips to the web and include link; literary: send prose and/or poetry as DOC/DOCX files.

You can also submit material illustrating your proposed activities if you want to. If you are submitting images, audio, video, or documents illustrating your current proposal, please fill out the following table indicating the supporting files.

Image, Audio, Video or Document Name	Description	Link (if applicable)

C.V. / Resume:
Copy and paste below, or include as email attachment labelled "**CV_LastName.doc**".

Applications accepted via email to infoartsweek@gmail.com **only.**

APPLICATION CHECKLIST
- Title of Project
- Project Summary (25 words maximum)
- Artist's Statement
- Support Material (up to 5 examples)
- Resume/C.V. (3 pages max)

For further information, contact:
    Gabe Pollock
    EC3 Program Coordinator
    infoartsweek@gmail.com
    www.artsweekpeterborough.ca

Component Two:
Project Production and Presentation Grants

NOTE: *Please ensure you are filling out the application form for the correct Component of Artsweek SHIFT². Applications will only be accepted via the fillable PDF, sent by email to* <u>infoartsweek@gmail.com</u>*.*

Name of lead applicant (who the cheque should be made out to):

Other participants (if applicable):

Contact information of lead applicant
Phone (required):

Email (required):

Mailing address:

Title of project:

Project summary (25 words maximum):

Project description (500 words maximum):
Your Project Description should describe your project in detail (what the project will include, how and when it will be executed and how your project works with the goals of the Program).

Artist's/producing organization's statement (250 words maximum):
What are the artistic goals of your project? What are you trying to do? Your artist's statement should describe how the proposed work either contributes to your artistic practice or relates to other work you or your team of collaborators is currently engaged in. What do you want the public to know about your work?

Location/venue information (250 words maximum):
Please describe the location or virtual platform that you have chosen for your project or the type of location that you are seeking for your project (for example: gallery, alleyway, parking lot, park, bridge, etc.). For site-specific project ideas, describe how the concept relates to the place where you would like to see it shown. Explain how you will ensure compliance with COVID-19 health and safety requirements.

Support materials:
Provide up to 5 examples documenting your previous work as email attachments with your proposal. Images: send in JPG/PNG/GIF format; audio and/or video: upload clips to the web and include link; literary: send prose and/or poetry as DOC/DOCX files.

You can also submit material illustrating your proposed activities if you want to. If you are submitting images, audio, video, or documents illustrating your current proposal, please fill out the following table indicating the supporting files.

Image, Audio, Video or Document Name	Description	Link (if applicable)

C.V. / Resume:
Copy and paste below, or include as email attachment labelled "**CV_LastName.doc**".

Budget form:

	Proposed Budget	Actual (Final Report)
Revenue		
Artsweek Funding Request		
Grant Revenue		
Other Revenue		
Total Revenue		
Expenses		
Artist's Fees		
Wages (other)		
Technical Fees		
Production Equipment Costs (sound, lighting, projection, etc.)		
Other Production Costs *(specify)*		
Materials		
Audience Development Materials (print, online, educational/ promotional, etc.)		
Other *(explain)*		
Other *(explain)*		
Total Expenses		

(Revenue and Expenses must balance)

Applications accepted via email to infoartsweek@gmail.com **only.**

APPLICATION CHECKLIST

- Title of Project
- Project Summary (25 words maximum)
- Project Description (500 words maximum)
- Artist's Statement (250 words maximum)
- Location/Venue Information (250 words maximum)
- Support Material (up to 5 examples)
- Resume/C.V. (3 pages max)
- Budget Form

For further information, contact:

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