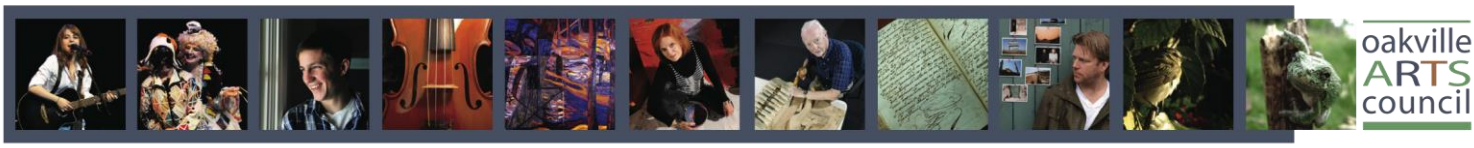

OAKVILLE

CULTURAL GRANTS

Administered by the Oakville Arts Council

2016 ELIGIBILITY AND EVALUATION CRITERIA

THE CULTURAL GRANTS ARE MEANT TO HELP OAKVILLE'S NOT-FOR-PROFIT ARTS GROUPS ENRICH THE COMMUNITY WITH ARTS AND CULTURAL ACTIVITY.

ELIGIBILITY CRITERIA FOR A CULTURAL GRANT

1. **THE APPLICANT MUST BE A DULY CONSTITUTED NOT-FOR-PROFIT, ARTS AND CULTURE ORGANIZATION.**
   The organization must be able to provide documentation of not-for-profit status (i.e. constitution, by-laws, meeting minutes, etc.). Through initial funding you may apply for a grant to support incorporation.

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 SIGNIFICANT CONTRIBUTION TO THE ARTISTIC AND CULTURAL LIFE OF THE OAKVILLE 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 of Oakville.

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. **GRANTS WILL BE GIVEN TO ORGANIZATIONS THAT DEMONSTRATE FISCAL SUSTAINABILITY**
   The Grants Review Committee will look for diverse revenue streams as part of the organizations fiscal sustainability. Applicants can request operating grants that represent 30% of their budgets, up to a maximum of $10,000.

7. **SHOULD FUNDING BE APPROVED, THE APPLICANT MUST FOLLOW THE APPROPRIATE REPORTING AND "TOWN RECOGNITION POLICY" 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 and recognition policy. **Failure to deliver on the intentions of your grant or failure to submit a report renders current and future applications ineligible.**

8. **THE APPLICANT ORGANIZATION MUST BE AN ORGANIZATIONAL MEMBER OF THE OAKVILLE ARTS COUNCIL.**
   Membership may be waived at the discretion of the Cultural Grants Review Committee.

Eligible Funding	Non Eligible Funding
- Day-to-day artistic and administrative expenses of the organization such as: insurance, rent, artistic or administrative fees or salaries, marketing, printing, office supplies, etc. - One-time projects such as: arts and cultural events, workshops or symposia, special equipment (including technology), incorporating, etc.	- Individuals or for profit businesses - Non arts and cultural related - Touring expenses - Travel to conferences, competitions, etc.