
Additional CASC Application Resources

Frequently Asked Questions

This document groups questions about **Communities and Artists Shifting Culture (CASC)** by theme and answers them in plain language. It follows the official CASC Information Guide and current intake materials. Final decisions always follow the published guidelines and program priorities.

Quick links

- **CASC Information Guide:** <https://vancouver.ca/files/cov/casc-grant-information-guide.pdf>
- **Apply online (VanApply):** <https://vanapply.vancouver.ca/>
- **VanApply: How to guides:** <https://vancouver.ca/people-programs/vanapply-online-grant-application-system.aspx>

1) Results, feedback, and competitiveness

We were funded before but not this time. Can we learn why?

CASC is competitive each intake. Decisions reflect current budget available, and how well each application ranks according to the program priorities compared to other applications received in that round. Past funding does not guarantee future funding. You can request general feedback so you understand strengths and gaps for next time.

Are there common reasons applications aren't successful?

Often, it's one (or more) of these: goals and outcomes aren't clear, the project's fit with CASC goals isn't well demonstrated, the budget is incomplete or unrealistic, the plan/timeline lack details, or community participation and equity practices aren't demonstrated strongly.

What's the award rate? Who's been funded before?

Award rates vary by intake. You can browse past recipients on the City's website to get a sense of the range of projects supported.

2) Timing, intakes, and reapplying

Is there another intake if we're not ready now?

CASC typically has two intakes per year (subject to City budget approval). Dates are published in the Information Guide and on the [website](#).

We just finished (or are finishing) a CASC project. Can we apply again in the same year?

Yes—for a **different** project. Make sure any required reports are submitted and clearly show how the new project is distinct.

Does it have to be brand new? What does "short-term, one-time, or limited series" mean?

Projects can be in any phase (creation, presentation, research/exchange, or community-engaged activities) but should have a defined start/end. Repeat projects without meaningful reflection and/or development are a lower priority.

3) Project eligibility and program fit

What kinds of projects are eligible?

CASC supports artist-led arts and culture activity **taking place in the City of Vancouver**, including creation/production, presentation, exchange, and community-engaged projects (e.g., workshops, festivals/celebrations, parades, showcases, exhibitions). Projects should strengthen community participation and social connection.

Is a showcase for amateur/semi-professional artists eligible?

Likely yes, if you demonstrate artistic intent, public/community benefit, appropriate fees where applicable, and overall fit with CASC goals.

What does “commercially oriented activity” mean?

Activities primarily intended to generate private profit or ongoing commercial revenue are not supported. CASC is for public-benefit arts and culture projects.

Are healing-based arts projects eligible?

They can be, when they are artist-led, grounded in cultural practice, and deliver clear arts/cultural outcomes and community benefit.

If we receive a City operating grant, can we apply to CASC?

Organizations receiving core support from the City cannot apply to CASC unless they are a sponsor organization for an individual artist or non-incorporated collective that is not in their organization. The project must be outside of the activities supported through the operating grant.

4) Artists, participation, and compensation

Are artist fees eligible? What about international artists and travel?

Artist fees are eligible and encouraged. Fees for international artists can be eligible when the project meaningfully involves Vancouver artists/communities. Travel costs may be considered but should be essential and well-justified.

Some participants are paid and others pay fees (e.g., a community choir). Is that okay?

It can be. Explain the model, how you ensure fairness and accessibility, and how it aligns with the project's goals and community benefit.

Does CASC prefer the most participants, or the deepest experience?

There's no automatic preference. Make the case for why your approach—breadth or depth—best serves your intended outcomes and community.

5) Budget, eligible expenses, and amounts

How much can we request?

CASC grants range from \$2,500 to \$15,000 and may cover **up to 75% of your project's cash expenses**. Your budget should show realistic revenues, including which funds are confirmed.

Can we include print materials, promotions, or small content-creation costs?

Yes—if they're directly tied to the project and proportionate.

Are pending funds okay?

Yes. Mark them as pending and show a viable plan if some funds don't come through.

6) Organizational status and documentation

We're a new non-profit. What documents matter most?

Focus on what shows you can deliver on the project: clear mandate/governance, realistic budget, relevant people/partners, and letters of support if available.

Do we need to submit annual financial statements if we were just founded?

If you don't have them yet, note that in the application and include alternative documentation that demonstrate organizational/financial management capacity (e.g., incorporation and board list, draft policies, current year budget). NOTE: New applicants are required to submit a Certificate of Incorporation in their VanApply Account Eligibility Profile.

What about supplier registration for first-time applicants?

If recommended for funding, the City will ask for supplier account setup (e.g., legal/banking details) so payment can be issued. Instructions come from staff.

7) Application process and VanApply

How do we apply and check eligibility?

Applications are submitted in **VanApply**. New applicants must contact staff no later than **one week before the deadline** to confirm eligibility before receiving access. Returning applicants are encouraged to connect early, too.

Do I need a VanApply account before meeting a grant planner?

You can speak with staff first. Once you're ready, request an access code and complete your application in VanApply.

Can I apply if the venue isn't confirmed yet?

Yes—tentative plans are acceptable if your timeline and budget are sound. Explain your options and decision points.

Should I email staff first with my project idea?

It's a good idea, especially for first-time applicants. Share a short description, timeline, and questions so staff can point you to what's needed.

8) Sponsorship and independent artists / unincorporated groups

Can independent artists / unincorporated groups apply? How does sponsorship work?

Yes—through an eligible sponsor (registered non-profit, charity, co-op, or First Nation Band Council) with a mandate aligned to the artists/collective. The sponsor hosts the application in their VanApply account, receives the funds, and takes on financial/reporting responsibility. A clear working relationship and support plan are expected. Here is a resource document to refer to:

<https://vancouver.ca/files/cov/casc-information-for-non-incorporated-collectives-and-individual-artists.pdf>

How do we find a sponsor?

Start with your networks—community organizations, arts service orgs, or groups serving the same communities. Be clear about your project, timelines, and what support you need. Here is a resource document to refer to: <https://vancouver.ca/files/cov/casc-information-for-non-incorporated-collectives-and-individual-artists.pdf>

9) Quick tips

- Start early; connect with staff if you're new or if your project is complex.
 - Use of short, clear sentences or point form is encouraged, but should still provide answers fully responding to each question.
 - Be explicit about who benefits, how, and why your team is the right one.
 - Align your budget with your plan; keep numbers realistic and easy to follow.
 - Use both qualitative stories and practical indicators to show impact.
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Before you apply: Mini checklist

Eligibility & Fit

- Our project is **artist-led** and will **take place in the City of Vancouver**.
- We can clearly show how the project advances CASC goals (community participation, social connection, cultural relevance).

Timeline & Intake Requirements

- We reviewed the **current intake dates** and can meet the published **deadline**.
- We are applying in the correct **intake** for our project timeline
- If we are **new applicants**, we contacted staff **no later than one week before the deadline** to confirm eligibility and get application access.

Budget & Request

- Our **grant request is ≤ \$15,000** and **≤ 75%** of the project's **cash expenses**; the rest is confirmed or identified (pending is okay if noted).
- We included **fair artist fees** and reasonable project costs (e.g., print/promo, content creation) that are directly tied to the project.

Documentation

- Organizational basics are ready (board list, governance, people/partners, realistic budget). If we're new and don't have financial statements yet, we have provided a draft budget
- If applying **with a sponsor**, our sponsor is eligible and will host the application in **their VanApply account** and manage funds/reporting.

Submission

- We have (or requested) **VanApply** access and can submit the full application, budget, and any required attachments by the deadline.
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This Summary of Q + A doc is a friendly guide. Always refer to the current CASC Information Guide and intake materials for the final word.

Questions?

Please contact a Cultural Planner at arts.culture@vancouver.ca