

## 2020 COMMUNITY ARTS GRANT PROGRAM INFORMATION GUIDE

### Program Overview

**Deadline:** Wednesday, March 4, 2020 at 4:00pm  
**Grant Amount:** \$1,000 - \$15,000

**Council Approval:** Late May, 2020

This guide outlines the Community Arts grant program objectives, criteria and application process. The program supports a wide variety of opportunities for communities to participate in and produce artistic and cultural work. The program prioritizes opportunities that meaningfully reflect the diversity of Vancouver and these unceded lands, as well as opportunities to enrich cultural life in neighbourhoods and public spaces.

Organizations must be a registered non-profit society, community service co-op, charity, or local First Nation Band Council on whose unceded traditional homelands Vancouver sits.

Please review this information guide and contact staff to determine eligibility and to obtain an application form **at least two weeks prior to the deadline**.

### Application Support

#### Support Materials

Organizations can request a digital copy of the online application for to help with preparing your application. Organizations can also request an example of a successful application from prior years.

#### Staff Support

Staff can answer questions related to eligibility and application requirements, review draft project descriptions, and provide additional clarification and guidance. Please review this entire guide to familiarize yourself with updates to the program and prepare for discussions with staff.

#### Application Assistance Funds – Deaf, Hard of Hearing, or Disabled Applicants

Applicants who are Deaf or hard of hearing or live with a disability and need support to complete their grant applications can apply for up to \$500 to cover the costs of assistance from service providers.

### Contact Information

Staff: Metha Brown, Cultural Planner  
Address: City of Vancouver Cultural Services  
Suite 501 – 111 West Hastings Street  
Vancouver, BC V6B 1H4  
Tel: 604.673.8411  
Email: [metha.brown@vancouver.ca](mailto:metha.brown@vancouver.ca)  
Website: [vancouver.ca/culture](http://vancouver.ca/culture)

The City's Cultural Services department offers many other programs, awards and services. For more information, visit <http://vancouver.ca/people-programs/arts-and-culture-grants.aspx>

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## **Culture | Shift: Blanketing the City in Arts and Culture. Culture Plan 2019 - 2029**

The City's new culture plan for arts, culture and creativity was informed by community input gathered over a two-year process. The aim of the plan is to address current and emerging challenges and opportunities, reflect the culture and history of the city, and connect with other City policies and strategies. *Culture / Shift* key directions influencing grants and awards are:

**Reconciliation & Decolonization:** *Recognize and support Indigenous cultural knowledge and presence through decolonizing practices*

- Centre Musqueam, Squamish, and Tsleil-Waututh visibility and voice on the land and across the city
- Increase investment and leadership opportunities for Musqueam, Squamish, and Tsleil-Waututh, and Urban Indigenous arts and culture
- Support right relations between non-Indigenous and Indigenous peoples

**Cultural Equity & Accessibility:** *Advance diverse and inclusive leadership and practices by offering equitable and accessible support*

- Advance equitable and accessible funding, leadership, and organizational practices
- Improve access for Vancouver audiences to experience arts and culture
- Prioritize intangible cultural heritage and promote cultural redress

**Collaboration & Capacity:** *Strengthen sector resilience through facilitating partnership and leveraging investment*

- Support opportunities to build and strengthen community partnerships within the field
- Work with city partners to align work to leverage investment

*Culture | Shift* is built upon the understanding and recognition that what is known to many as Vancouver is located on the traditional, unceded territories of the *xʷməθkʷəy̓əm* (Musqueam), *Sḵw̓x̓ wú7mesh* (Squamish) and *səlilwətaɣ̓* (Tsleil-Waututh) Nations, who have lived throughout this region for thousands of years. Their ancient continuity on these lands is reflected in their oral histories, arts and culture practices, and deep relationships with the lands and waters. The plan offers the chance to be deeply mindful of how arts and culture is conducted upon on these lands, and the opportunities to build shared cultural understanding of these histories and move towards a resilient future.

Read the full culture plan at: <https://vancouver.ca/parks-recreation-culture/culture-shift.aspx>

## Grants and Awards Guiding Principles

We acknowledge that grants and awards funding programs have historically been informed by a limited world view of arts and culture. This has enabled many organizations to establish and thrive, while simultaneously creating patterns of historic exclusion for many artists and organizations. The City is committed to supporting a broader arts and cultural ecology. The new plan provides an opportunity to address historical inequities, create new frameworks, and set directions for more equitable distribution of support so that all can participate in the shared culture and creative stories of this place.

Our funding through Grants and Awards aims to celebrate and support the range of creative people, projects, and organizations who contribute to Vancouver's diverse creative stories. We envision investments that:

- Support, acknowledge and respect the Musqueam, Squamish, and Tsleil-Waututh, and urban Indigenous peoples
- Celebrate and reflect the diversity of the unique creative people who live here
- Build reciprocal and meaningful relations
- Are embedded in community (informed by and led by)
- Centre the artists and people whose stories are being told
- Compensate the artists and people who are involved
- Draw from the depth of local knowledge
- Build leadership, knowledge and resources for artists and cultural leaders across the sector

### **Advancing Equitable Funding and Prioritizing Equity-seeking Communities**

*Culture |Shift* aims to increase investment to equity-seeking artists and organizations who have been historically discriminated against resulting in unfair funding outcomes at all levels.

Equity-seeking communities include people who identify as Indigenous people, including x<sup>w</sup>məθk<sup>w</sup>əy̓ əm (Musqueam), Skwx̣wú7mesh (Squamish) and səliiwətaʔt̓ (Tsleil-Waututh), and urban Indigenous peoples; Black people and people of African descent; people of colour and racialized people; disabled people and people who live with mental health challenges; Deaf and hard of hearing people; LGBTQ2+ and gender diverse people; low-income people; refugees, newcomers, and undocumented people; minority language communities; women and girls; or youth and seniors.

In 2019, approximately 34% of all grantees in civic cultural grant programs (Operating, Annual Assistance, Projects, and Community Arts) have a self-declared mandate to serve equity-seeking communities. While organizational mandate alone is not a complete and accurate measure, it does demonstrate an organization's core commitment to cultural equity and accessibility.

*Culture |Shift* commits to develop a more definitive set of measures and targets moving forward. In the interim, grant program objectives and criteria have been updated to align with *Culture |Shift* directions.

## Community Arts Program Goals

The Community Arts grants support a wide variety of opportunities for communities to participate in and produce artistic and cultural work. The Community Arts program prioritizes opportunities that meaningfully reflect the diversity of Vancouver and these unceded lands, as well as opportunities to enrich cultural life in neighbourhoods and public spaces.

The program is intended to:

- Support communities to experience and create artistic and cultural work.
- Expand equity-seeking communities' access to culturally relevant work.
- Increase opportunities for equity-seeking groups to explore and share their cultural heritage.
- Offer co-creative projects between communities and artists or cultural practitioners.
- Amplify cultural life throughout Vancouver neighborhoods, communities and public spaces.
- Build and strengthen connections across and between diverse communities.

## Potential Projects

The Community Arts Grant program supports a variety of activities including:

- Community-engaged art projects
- Events, festivals, celebrations and parades
- Artist residency within a neighbourhood or community
- Small-scale public art projects

Projects can range from small to large-scale, in any artistic discipline, in which communities and artists are actively engaged. Some project examples include:

- Community-engaged art projects led by professional\* artists or cultural practitioners to engage or collaborate with communities.
- Free, public festivals including celebrations of cultural heritage, arts festivals in any creative discipline, and major parades with a strong arts or cultural focus/theme.
- Neighbourhood-based projects that offer opportunities to participate in cultural life or produce creative work.
- Small-scale public art projects in the public realm.

\*The term "professional" is broadly interpreted; it is focused on an artist's level of experience and commitment, not their income. A professional artist or cultural practitioner is recognized by their peers as someone with specialized training in the field, not necessarily in academic settings, and demonstrated experience of public presentation or production.

## Eligibility

### Eligible Organizations

To apply to this program, the organization must:

- Be a non-profit society or community service co-op registered with BC Registries and Services, a charity registered with the Canadian Revenue Agency, or a local First Nations Band Council;
  - First-time applicants must provide evidence of non-profit or registered status, e.g., Certificate of Incorporation;
  - Groups that are not incorporated as registered non-profits, coops, or charities may contact the staff lead to determine if partnerships with funded organizations are eligible;
- Have an active presence and have programs and services delivered within the City of Vancouver, or if led by xʷməθkʷəy̓ wəmə (Musqueam), Skwx wú7mesh (Squamish) or sələilwətaʔ (Tsleil-Waututh) Nations, held in their unceded homelands upon which Vancouver sits;
- Have an active Board of Directors comprised of volunteers that are representative of the mission and people served and whose members must not be remunerated for services in their capacity as a Director (but may be reimbursed for reasonable expenses incurred); under normal circumstance board directors should not hold board and permanent staff positions at the same time and should not be paid in their capacity as board members.
- The organization is in a healthy financial position with the capacity and other revenue sources (earned, private and/ or public) to support the project;
- Provide equitable access to programs and services to a broad diverse public;
- Have skilled leadership, and be working with artists and creative collaborators with the relevant lived experience, permission, knowledge, skills and expertise to lead and contribute to the work;
- Provide financial statements for the most recently completed fiscal year, including a Balance Sheet and Income/Expense Statement, signed by two Board members. Independently prepared Financial statements are preferred over Review Engagement or Notice to Reader<sup>1</sup>;
- Have completed all previous projects funded through Cultural Services or, if the project is incomplete, have written approval from Cultural Services staff to apply<sup>2</sup>;
- It is strongly recommended that organizations compensate professional artists at minimum standard industry rates. (See page 20 for information on Professional Artist Standard Fees.);
- Organizations are not eligible if the organization already receiving funds for their programming through City of Vancouver Cultural Operating, Annual Assistance, Project grants programs.

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<sup>1</sup> Organizations incorporated for less than six months must submit financial statements as part of a final report.

<sup>2</sup> Final Reports are integrated into the application form. If an organization does not apply for another grant, the organization must request a Final Report form within six months of completing the project.

## Eligible Activity

- Artist fees.
- Programming expenses.
- Equipment or space rental.
- Communications, outreach, and promotion.
- Outdoor projects that have received civic approval from the appropriate departments. Evidence of permits or approvals may be a condition for release of grant funds<sup>3</sup>.

## Ineligible Activity

- Projects that do not meet the program goals and eligibility criteria.
- Projects where the central focus or theme is not artistic or cultural.
- Core artistic training and in-class activity.
- Activity taking place before the application deadline.
- Fundraising or commercially-oriented activity.
- Demonstrations, marches, rallies, award shows or competitions.
- Bursaries or scholarships.
- Activity taking place outside Vancouver city limits, unless led by either x<sup>w</sup>məθk<sup>w</sup>əy<sup>ʷ</sup> wəɪm (Musqueam), Skw̓x wú7mesh (Squamish) and sələilwətaʔt (Tseil-Waututh) Nation members and held in their unceded traditional homelands upon which Vancouver sits.

## Grant Amounts

Grants can cover a maximum of 75% of project cash revenues for grant requests between \$1,000 - \$5,000.

Grants can cover a maximum of 50% of project cash revenues for grant requests between \$5,001 - \$15,000.

Please follow the guide below to determine an appropriate grant request amount:

- From \$1,000 to \$5,000 for a small one-day neighbourhood based activity
- Between \$3,000 and \$15,000 for a community arts project
- Up to \$15,000 for multi-day arts and cultural festivals, events or major parades that can demonstrate the ability to attract a city-wide audience of over 10,000, have a cash budget of over \$15,000, with multiple organizations and artists involved

Information on previous grants awarded can be found on our website:

<https://council.vancouver.ca/20190403/documents/pspc4.pdf>

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<sup>3</sup> For projects taking place on city streets or plazas, contact the City's Film and Special Events Office at 604-257-8850 or email [specialevents@vancouver.ca](mailto:specialevents@vancouver.ca). For projects taking place in parks, contact the Park Board Special Events and Film Office at 604-257-8516 or email [parkevents@vancouver.ca](mailto:parkevents@vancouver.ca).

## Application Process and Timeline (dates subject to change)

Access to applications opens:	January 23 <sup>rd</sup> , 2020
New Applicant inquiries:	Up to February 19 <sup>th</sup> , 2020
Submission deadline:	March 4 <sup>th</sup> , 2020, 4pm
Staff and Assessment Committee Review:	March – April 2020 Early
Notification of Recommendation:	May 2020
Council Approval and Notification:	Late May 2020
Payment:	Mid-June 2020

## ASSESSMENT PROCESS

### Assessment Committee

For the Community Arts Grant program, two Assessment Committees, one made up of City staff, and a second committee made up of staff and community members (peers) to review applications and provide grant recommendations to City Council for consideration and approval. Peer members include local artists, cultural practitioners, knowledge holders, community leaders, and administrators who bring lived experience and professional expertise from a range of Vancouver's diverse arts and cultural communities.

### Commitment to Diverse Representation on Assessment Committees

As a step towards integrating cultural equity and accessibility in the assessment process, Cultural Services has adopted policy to exceed 50% representation of people from equity-seeking communities in all of its assessment bodies for cultural grants and awards.

### How to participate in Assessment Committees

We encourage self-nominations from community members year-round through this form: <http://vancouver.ca/people-programs/grant-application-and-assessment-process>. Alternately, you can contact staff to discuss your interest to be included on future committees.

### Assessment Framework

Applications will be assessed on:

- Do projects clearly meet the criteria outlined in each question?
- Do projects align with the directions outline in Culture | Shift?
- Is the application complete, including thorough responses to each question and the required additional material, financial information, and statistical data?

## Assessment Criteria

As in any competitive granting process with limited available funds, not all applications will be recommended for support. Grant recommendations will vary depending on the type, scope and scale of the projects proposed and how well the project aligns with the program objectives and criteria. The Assessment Committee uses the criteria outlined below to assess how well projects meet the program objectives. Within the application, you will find questions that correspond with each of the outlined criteria. Applications will be assessed on how well they meet the criteria according to the narrative responses to these questions, required additional material, and financial and statistical data.

Detailed assessment criteria and weighting of scores to assess project proposals include:

### 1. Creative Vision & Team

- A clear arts and cultural focus with active involvement by artists or cultural practitioners.
- A response to a need, opportunity or question in communities that the project aims to serve.
- Project leadership and team has diverse contributors with the relevant skills, abilities, knowledge and lived experience necessary to undertake the project and create welcoming and accessible activities for diverse communities.
- Where applicable, accessibility plans are resourced to reduce barriers for contributors.
- Where proposed projects involve working with Indigenous artists or cultural practitioners of the xʷməθkʷəy̓əm (Musqueam), Skwxwú7mesh (Squamish), and/or Selilwitulh (Tseil-Waututh) Nations, cultural protocols of each Nation are respected.

### 2. Participation & Impact

- Activities are affordable, accessible, public, and located within Vancouver.
- Demonstrated leadership and support from communities the project will serve.
- Communication and engagement strategies are clear, realistic and achievable to meaningfully engage diverse audiences.
- Where applicable, resourced accommodation and accessibility plans are in place to address physical, financial, linguistic, social and geographic barriers for audiences or participants.

### 3. Project Management, Financial Capacity & Financial Need

- Project scope and goals are clear, realistic and achievable.
- There are clear ways to assess success and evaluate the impact of the project.
- Budget is realistic, balanced, and sufficient to complete programming and achieve goals.
- Budget includes other sources of revenue and support, with at the total cash revenue from sources other than the City and Park Board not exceeding 75% for projects receiving grants under \$5,000, and not exceeding 50% for projects receiving grants above \$5,000.
- Budget notes identify project contributors and compensation that strives to meet minimum industry standard rates for artists.
- Where applicable, the budget includes costs to provide accommodation and accessibility support for contributors and audiences.

### 4. Previous Project - for applicants with projects previously funded by the City (notscored):

- The previous project was completed and had a positive community impact.
- There is a demonstrated need for continued support of the project.

## Equity Integrated into Assessment Criteria

Today's assessment criteria for the Community Arts grant program reflects a first phase alignment with key directions of *Culture | Shift*, particularly in the areas of Reconciliation and Decolonization, Cultural Equity and Cultural Redress, and Accessibility. We want to understand how your project supports the diversity of the local arts and cultural communities.

New questions offer opportunities to describe your work to advance these areas, though you may include relevant information throughout your responses to any question where appropriate.

Through the *Culture | Shift* engagement process, diverse communities informed the development of the directions, goals and actions. Early definitions of key concepts are shared in the glossary of this guide.

### **Additional Considerations for Non-Indigenous Groups Proposing to work with Vancouver's Host Nations or Urban Indigenous Artists and Content**

If you are proposing to work with Indigenous artists or content, we ask that you consider and address the four themes below in your submission. The degree to which you have considered and addressed these points will further inform assessment of your proposal.

**Cultural Protocols** – Vancouver's Host Nations and urban Indigenous people have diverse protocols that govern how cultural expressions and collaborations are developed, shared, and stewarded. Please describe how you will respect the specific cultural protocols relevant to your collaborations with Indigenous communities, Nations, or individuals.

**Consent, Credit, Leadership and Compensation** – Please describe how you will ensure that Indigenous artists, knowledge keepers, and other collaborators have given consent, are credited appropriately, and are in leadership positions in the development or co-development of the project. Describe how they are being compensated and resourced appropriately for their involvement

**Cultural Safety** – Please describe how you will create or partner to create respectful and safe spaces, venues and programs where Indigenous people's work and wellness are not compromised by power imbalances, discrimination, stereotypes, and unconscious bias

**Sites of Cultural Significance** – A very limited number of new works will likely be considered for Stanley Park, Locarno Beach, Vanier Park, or Jericho Beach at this time. Sites of significance to Vancouver's Host Nations, including shoreline areas, will likely only be considered with permission from and meaningful involvement with the Musqueam, Squamish, or Tsleil-Waututh Nations.

Refer to the Glossary sections on Reconciliation and Decolonization for insights from the field.

## RECOMMENDATION PROCESS

### City Council Approval

Assessment Committee recommendations are brought forward in a report to City Council for consideration and approval. Applicants receive an email notification from the City Clerk's office generally a week in advance of the report going forward for the Council meeting date. The report is also made public on the City's website at approximately the same time. Names of the Peer Assessment Committee members are made public in this report.

To find reports online go to:

1. [vancouver.ca](http://vancouver.ca)
2. Under "Your Government", click on "Vancouver City Council," then click on "Council meetings and decisions"
3. At the right, click on "Get agenda and minutes," then click on "Upcoming Meetings"
4. Find the appropriate Regular Council or City Finance and Services meeting date and click on then click again on "Upcoming Meetings"
5. Scroll down to locate the appropriate Administrative Report – often called *20XX Cultural Grant Allocations*

### Comments and Reconsideration

Applicants may request additional information on the assessment process including comments and clarification of the peer assessment committee's recommendation. Where there are specific conditions on a grant, or an organization has received a reduced grant or has been put on notice due to concerns, specific comments and terms will be provided to the organization.

For demonstrated instances where either the financial situation (at the grant submission deadline) or eligibility status was misunderstood by the Peer Assessment Committee, applicants may formally request reconsideration of the recommendation. For eligible formal requests, the recommendation will be withdrawn from the recommendation report to Council and will be reviewed by the Managing Director of Cultural Services who will make a final recommendation and submission to City Council for their consideration at a later date.

For specific details on the **Request for Reconsideration** policy and process, visit <http://vancouver.ca/people-programs/request-for-reconsideration>.

### Grant Confirmation Notification and EFT Payment

Once the Council report is approved, you will receive a confirmation notification by email. Please retain this notification as your document of record for your Auditor, if required.

All grant recipients are required to set up direct deposit using an Electronic Funds Transfer (EFT) form with the City of Vancouver's Financial Services Group to expedite payment. If your organization has not been set up for EFT, please contact [cultural.services@vancouver.ca](mailto:cultural.services@vancouver.ca) for the form and instructions so as not to delay payment.

## GRANT AGREEMENT - CONDITIONS OF ASSISTANCE

If the applicant organization receives an Operating grant, the following terms and conditions will apply and form the Agreement between the Recipient and the City of Vancouver, for the use of funds:

- The Recipient will apply the Grant funding to expenses directly related to the activities as outlined in the application and budget submitted to the City of Vancouver (the "City").
- The Recipient will not apply Grant funds retroactively or to reduce or eliminate deficits.
- The Recipient must meet all eligibility requirements for the Operating Grant program.
- The Recipient will make every effort to secure funding from other sources as indicated in its application and budget.
- The Recipient will keep proper books of accounts of all receipts and expenditures relating to the activities outlined in the application and budget, and upon the City's request, make available for inspection by the City or its auditors all records and books of accounts at any time.
- The Recipient will carry out the activities as described in the Application to the City. If there are any changes in the Recipient's activities as presented in its Application, the Recipient will immediately notify the City's Cultural Services Department in writing. If the City does not approve the changes, the City may, in its sole discretion, require the Recipient to immediately return the Grant funds to the City.
- The Recipient will have commitments to a respectful, equitable and accommodating workplace as demonstrated through Human Resources values, principles and practices, guidelines, or policies
- The Recipient will provide equitable access to programs and services to a broad diverse public.
- In the event that the Grant funds are used in a way that is in contravention of the activities as described in the Recipient's Application or if the Recipient breaches the terms of the Agreement or does not comply with all applicable laws, regulations, and bylaws in carrying out the activities, the Recipient will immediately repay the Grant funds to the City in full. If the activities related to the Application are completed without requiring the full use of the Grant funds, the Recipient will immediately repay the remaining Grant funds to the City.
- The Recipient releases, and agrees to indemnify and save harmless, the City and the City's officials, officers, employees, and agents for, from, and against any damages, losses, costs, actions, claims, liabilities, and expenses, whether direct or indirect, that the City incurs or is threatened with in connection with or arising out of the existence of this Agreement, including any breach of this Agreement by the Recipient or any act or omission by the Recipient or the Recipient's officials, officers, or employees. The release and indemnity in this section will survive the expiration or termination of this Agreement.

- Receipt of a grant does not guarantee funding in the future.
- The Recipient will appropriately acknowledge the City's support through the Cultural Services Department in all information materials, including online, publications, programs and any other collateral produced related to funded and supported activities. Such recognition must be commensurate with that given to other funding agencies. Grant recipients can contact Tyler Fitzwalter at [tyler.fitzwalter@vancouver.ca](mailto:tyler.fitzwalter@vancouver.ca) to receive the recognition marks electronically.



## Confidentiality

All documents submitted by the Recipient to the City become the property of the City. The City will make every effort to maintain the confidentiality of each application and the information contained therein except to the extent necessary to communicate information to staff and peer Assessment Committee members for the purposes of evaluation and analysis. The City will not release any of this information to the public except as required under the Province of British Columbia *Freedom of Information and Protection of Privacy Act (BC)* or other legal disclosure process.

## GLOSSARY

The terms provided here are early definitions that have been drawn from *Culture | Shift* and informed by the community. They are not definitive and will continue to be modified to reflect current language and evolving forms of expression.

### ***Reconciliation & Decolonization***

Reconciliation is about building respectful relationships between Indigenous and non-Indigenous people. This includes recognition of Indigenous rights and titles, as well as restitution and redress for colonial harms. Colonialism has contributed to many forms of exclusion and erasure, limiting Musqueam, Squamish, and Tsleil-Waututh, and Urban Indigenous peoples involvement in defining and shaping Vancouver. Arts and culture systems are still rooted in the ongoing legacies of colonialism – from policies that guide public art to the naming of places.

Decolonization prioritizes Indigenous self-determination of leadership and land to address dispossession, cultural erasure, and denial of political governance. Decolonization change processes related to arts and culture, involve developing practices that:

- Respect the authority and leadership of Indigenous nations and people and their role in broader decision-making processes that relate to their culture
- Support the cultural visibility of local nations throughout their unceded lands
- Support the cultural, political and economic advancement of Indigenous people
- Determine ways to redress dispossession and cultural erasure

### ***Cultural Equity & Cultural Redress***

As a principle, cultural equity promotes fair support for cultural work, so marginalized people can see their stories presented by artists who share their experience. As a practice, cultural equity identifies and addresses the systemic discrimination built into cultural norms and practices within art and culture institutions and systems.

The work of cultural equity is informed by racial equity lens. Racial equity recognizes that the systemic racism, anti-Black racism, and anti-Indigenous racism and the ways whiteness is positioned as the cultural norm have significant impacts. These impacts are larger than individual acts of racism based on consciously or unconsciously held beliefs of racial superiority. Like gender equity, racial equity approaches focus on specific, rather than ‘one-size-fits-all’ approaches and centres the experiences of Indigenous people, Black people, people of colour and racialized people.

Cultural redress initiatives attempt to repair the harms of systemic exclusion and discrimination, including dispossession of land, forced relocations, internment, race-based taxes, race-based refusal of asylum and immigration, racial segregation, and displacing or demolishing of racialized communities’ neighbourhoods. The City of Vancouver has formally acknowledged and apologized for legislated forms of discrimination, such as colonial dispossession of the Musqueam, Squamish, and Tsleil-Waututh Nations, the Chinese Head Tax, internment and forced relocation of Japanese Canadians, the refusal of passengers on the Komagatu Maru, and urban planning regimes that displaced Black Canadians in Hogan’s Alley.

**Ableism** – ableism is a form of discrimination that advantages ‘able-bodied’ people and disadvantages Disabled people. A social model of disability understands that the ‘disabling condition’ is in society, not people’s bodies or minds. Ablest society creates public and private places and services, education,

social work, and cultural forms that are built to serve and reflect 'standard' people, thereby inherently excluding those with various disabilities. Canada Council recognizes that within artistic and cultural contexts, ableism can result in inequities that “lie within the built environment (e.g., inconsistent levels of accessibility within venues and transportation and service systems, content delivery (e.g., absence of Sign Language interpretation and alternative formats), time allotment (e.g., lack of flexibility in scheduling and pace of events) and language and communication (e.g., terminology attitudes, and structured behaviour), which are dismissive of Deaf and disability realities.”<sup>4</sup>

**Access** – is the degree to which all people with a wide range of experiences can fully participate in activities. Access can include many dimensions of accessibility including physical, spatial, financial, linguistic, cultural, social, and geographic. Access measures might include reduced ticket programs, transit vouchers, gender diverse-inclusive washroom and change room spaces, translation services, child care on site, space for spiritual and religious practices.

**Accessibility** – is a set of equity practices aimed at identifying and reducing barriers that people with disabilities and Deaf and hard of hearing people experience. Accessibility practices advance opportunities for disabled and Deaf creators, and provide accommodations for people protected under the Charter of Rights and Freedoms as disabled and Deaf people. Accessibility practices can include accessibility consultants, American Sign Language (ASL) Consultants, ASL Interpretation, Relaxed Performances, companion seating and tickets, scent-free spaces. It can also include universal design or physical upgrades that allow for people with a wide range of mobility, cognitive and perceptual experiences to easily navigate the space.

**Audism** – audism is the discrimination that Deaf, culturally Deaf, and hard of hearing people face. The discrimination can be direct, indirect, and/or systemic and is informed by a belief that being deaf is an obstacle to be overcome. This discrimination disadvantages Deaf people and overlooks the cultural contributions that distinct forms of sign language and artistic practices rooted in Deaf culture have contributed to society and culture.

**Cultural Appropriation** – when people take artistic or cultural works or practices from oppressed people without free and informed consent, due credit, and fair compensation.

**Cultural Competencies** – the understanding of the worldviews, beliefs, protocols, etiquette, and cultural practices that equip people to understand, design, collaborate, communicate and effectively interact with people across cultures in relevant and safe ways. Cultural competence encompasses: being aware of one’s own world view; developing positive attitudes towards cultural differences; gaining knowledge of different cultural practices and world views; developing skills for communication and interaction across cultures.

**Cultural Heritage** - the living expression of culture passed through generations through both objects and practices. Intangible cultural assets include the knowledge and practices of communities, including performing, and visual arts, crafts, food and medicines, social practices, rituals and cultural events as well as more tangible objects including instruments, artifacts and cultural spaces.

**Cultural Protocols** – Indigenous people and Nations have diverse protocols that govern how cultural expressions and collaborations are developed, shared, and stewarded. Learning these protocols is the

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<sup>4</sup> [file:///C:/Users/MET63/Downloads/CCA\\_ExpandingTheArts\\_2018\\_ENG\\_April\\_9\\_FINAL-s%20\(1\).pdf](file:///C:/Users/MET63/Downloads/CCA_ExpandingTheArts_2018_ENG_April_9_FINAL-s%20(1).pdf)

first step towards developing reciprocal relationships between non-Indigenous and Indigenous people as collaborators.

**Cultural Safety** – the presence of a respectful and relevant space or program where Indigenous people’s work and health are not compromised by power imbalances, discrimination, stereotypes, and unconscious bias.

**Culture** – Culture encompasses communities’ identities, values, beliefs, aspirations, attitudes, knowledge, memories, and heritage, as well as how those aspects of human experience are expressed through stories, artistic and cultural practices, customs, language, food, environmental stewardship, dress and adornment, design and architecture, rituals, and religion. Culture reflects the times and lands where traditions and innovations emerge and is intertwined into every aspect of our lives.

**Diversity** – is the presence of difference. Diversity initiatives often look at whether leadership and artistic programs reflect the demographics of the communities they serve.

**Equity** – is the ongoing work to address the systems that privilege dominant groups and disadvantage equity-seeking groups. Cultural equity acknowledges that all people have rights to cultural expression and practice. Equity initiatives first identify the ways that discrimination and unconscious bias gets ‘baked into’ systems through policy, practices and programs and, together, create ‘systemic discrimination’. Systemic discrimination results in persistent disparities in compensation, funding, and exposure for equity-seeking groups. Equity can require different measures to create more fair conditions. Equity initiatives propose and resource actions that integrate equity into existing policy practice and programs as well as develop targeted funds and programs to support equity-seeking groups. An intersectional approach to equity acknowledges that where people experience multiple forms of discrimination, there are compounding effects.

**Equity-seeking Communities** – those that face discrimination on multiple levels from interpersonal levels to systemic levels. These include, but are not limited to: people who identify as Indigenous people; Black people and people of African descent; people of colour and racialized people; disabled people and people who lives with mental health challenges; Deaf and hard of hearing people; LGBTQ2+ and gender diverse people; low-income people; refugees, newcomers, and undocumented people; minority language communities; women and girls; and youth and seniors.

**Equity & Accessibility Planning Initiatives** – the work to integrate proactive equity and accessibility measures to advance the leadership and practices of equity-seeking groups. Multi-pronged, holistic, iterative approaches that are well resourced with the time, money, and leadership to succeed are more effective and may include:

- Commitments – mandates that explicitly name and prioritize advancing artistic or cultural work of equity-seeking artists and people, equity plans, decision-making frameworks, policies and plans for board/staff/artist diversity representation
- Operational Practices – board/staff/artists recruitment, proactive hiring, retention, promotion, succession; equity training – cultural protocols, anti-racism / anti-oppression, cultural competency, gender diverse inclusion; compensation parity; physical space audits
- Programmatic Practices – where the majority of resources and activities are dedicated to activities led by equity-seeking artists and cultural workers, leadership diversity, equitable compensation, ethical collaboration practices, intimacy plans and coordinators when performers perform romantic

physical contact, practices to ensure informed consent, due credit, and fair compensation and preventing cultural appropriation

- Evaluation – systematic collection, disaggregation, and analysis of data to identify and address disparities, impact analysis, leadership accountability analysis

#### Examples of Promising EDI Practices from the field

- Local knowledge: Implementing practices and programming that incorporate knowledge of historical, local, and systemic realities into their work, and prioritize ongoing engagement with community for feedback and future direction
- Equity Practices integrated into operations:
  - Equity in leadership: commitment to organizational leadership representative of the City, or representative of the specific group(s) it serves
  - Equity targets: setting specific measurable representation goals
  - Collaborations and partnerships: ongoing significant engagement with community members and other organizations across cultural differences
  - Organizational development: dedicated work to build cultural competency and increase understanding around specific realities for marginalized communities in order to carve out space for their inclusion
- Accessibility and Access practices: Positioning accessibility and access as ongoing learning projects to reduce barriers along multiple dimensions of access
  - Accessibility: incorporating physical, cognitive, mental health, and perceptual (auditory and visual) accommodation practices through direct engagement with communities with different abilities and neurodiverse people
  - Access practices: adoption of practices that address potential barriers to participation, including income; language; culture; age; gender identity; geography; chemical sensitivity; and childcare
    - Compensation: Paying above sector standards, when possible, to address the high cost of living in Vancouver
    - Artistic Programs: Resourcing and prioritizing artistic programs reflecting underrepresented experiences and voices, while avoiding limiting artists' work to the expression of these identities
    - Audience and community programs: Including targeted programs, community-based or collaborative projects, mentorship programs, community outreach, and traveling programming

**Inclusion** – is the presence of meaningful contribution and influence in processes and projects. Inclusion is strongest when people have significant, ongoing roles in shaping decisions.

**Intersectionality** – is a concept that explores how people who experience multiple forms of discrimination experience compounding impacts. For example, a queer, black woman who uses a wheelchair will experience the compounding effects of racism, sexism, homophobia, and ableism. An intersectional approach examines how different forms of discrimination interact and designs equity measures accordingly.

**Lived Experience** – is the knowledge and understanding you get when you have lived through something – through direct personal participation and observation and firsthand knowledge and contact. People's everyday lives gives them direct, first-hand knowledge of their own cultural context and experiences of structural discrimination which provide cultural competency and valuable professional knowledge and skills.

**Reciprocal Relations** – is a sustained engagement between people, communities or cultures that is positive, valued, balanced, and mutually supportive where they work together towards common interests and outcomes. With Musqueam, Squamish, and Tsleil-Waututh Nations, it ensures their People are active participants in the social, economic, cultural, and political activities that take place on their lands by building strong relationships based on trust, mutual respect and benefit.

**Respectful Workplace** – where policies and practices are in place (e.g. anti-harassment, anti-discrimination) to maintain a workplace environment where employees are treated fairly, difference is acknowledged and valued, communication is open and civil, conflict is addressed early, and there is a culture of empowerment and cooperation.

**Tokenism** – the practice of making only a perfunctory gesture or symbolic effort to do a particular thing, especially by recruiting a small number of people from underrepresented groups in order to give the appearance of fairness or equity

## ENHANCED RESOURCES – IN SUPPORT OF CULTURE | SHIFT

### City of Reconciliation Vision and Goals

<https://vancouver.ca/people-programs/city-of-reconciliation.aspx>

### Vancouver Park Board report prepared by Kamala Todd, Nov. 2016

[Truth-Telling: Indigenous Perspectives on Working with Municipal Governments](#)

### United Nations Declaration on the Rights of indigenous Peoples (UNDRIP)

[https://www.un.org/esa/socdev/unpfii/documents/DRIPS\\_en.pdf](https://www.un.org/esa/socdev/unpfii/documents/DRIPS_en.pdf)

### Towards Braiding:

For organizations starting this journey

<https://decolonialfuturesnet.files.wordpress.com/2019/02/towards-braiding-handout-1.pdf>

Mis-steps on the path to braiding: opening conversations about inappropriate and appropriative engagements

<https://decolonialfuturesnet.files.wordpress.com/2019/02/towards-braiding-handout-2.pdf>

### Indigenous Arts Protocols – Ontario Arts Council

<https://www.youtube.com/watch?v=c6VuHJi6O0Q&feature=youtu.be>

### Indigenous Community Resources

<https://vancouver.ca/people-programs/indigenous-communities>

### Guide to the Canadian Charter of Rights and Freedoms

<https://www.canada.ca/en/canadian-heritage/services/how-rights-protected/guide-canadian-charter-rights-freedoms.html>

### Respectful Workplace in the Arts (Canada Council and Cultural Human Resources Council)

<http://respectfulartsworkplaces.ca/>

### Accessible Events Checklist and Resources

<https://vancouver.ca/people-programs/accessible-events-checklist-and-resources.aspx>

For organizations seeking to make their events more accessible and welcoming to all Vancouverites.

### Expanding the Arts II: Deaf and Disability Expression and Engagement Strategy

[file:///C:/Users/MET63/Downloads/CCA\\_ExpandingTheArts\\_2018\\_ENG\\_April\\_9\\_FINAL-s%20\(1\).pdf](file:///C:/Users/MET63/Downloads/CCA_ExpandingTheArts_2018_ENG_April_9_FINAL-s%20(1).pdf)

**Professional Artist Standard Fees** - refer to the following organizations: American Federation of Musicians: [www.afm.org](http://www.afm.org); Canadian Actors Equity Association: [www.caea.com](http://www.caea.com); Canadian League of Composers: [www.clc-icc.ca](http://www.clc-icc.ca); Canadian Alliance of Dance Artists: [www.cadabc.org](http://www.cadabc.org); Professional Writers Association of Canada: [www.pwac.ca](http://www.pwac.ca); Canadian Artists Representation/Le front des artistes canadiens/CARFAC: [www.carfac.ca](http://www.carfac.ca)

## RESOURCES – OTHER CIVIC GRANT AND SUPPORT PROGRAMS

### **Transit Shelter and Video Screens Outdoor Promotional Programs**

<https://vancouver.ca/people-programs/video-screen-advertising-program.aspx>

For organizations looking for a high-profile way to promote their events.

### **Free Support for City-wide Poster or Brochure Distribution**

<http://vancouver.ca/people-programs/advertising-for-arts-culture-non-profit-groups.aspx>

### **Cultural Infrastructure Grants**

<http://vancouver.ca/people-programs/cultural-infrastructure-grant-program.aspx>

For organizations planning for or embarking on cultural facility upgrades, renovations or development, this grant program can support both planning and implementation phases.

### **Permit Fee Assistance**

<http://vancouver.ca/people-programs/permit-fee-assistance-for-cultural-spaces.aspx>

For support towards development & building permit fees for cultural space projects.

### **Critical Assistance Grant**

<http://vancouver.ca/people-programs/critical-assistance-grant-for-cultural-spaces.aspx>

For cultural organizations facing critical situations as a result of a facility emergency or urgent life-safety issue, this grant can help pay for costs associated with emergency repairs or safety upgrades.

### **Small Grants for Cultural Spaces**

<https://vancouver.ca/people-programs/small-grants-for-cultural-spaces.aspx>

For organizations requesting support for small and time-sensitive projects related to arts and cultural spaces including planning, research, minor capital, mentorships and capacity building.

### **Theatre Rental Grants**

<http://vancouver.ca/people-programs/theatre-rental-grant-program.aspx>

For organizations requesting subsidized access to civic performance venues including the Orpheum, Annex, Queen Elizabeth Theatre and Vancouver Playhouse.

### **Other Civic Theatre Grants**

<https://vancouvercivictheatres.com/about-us/grants/>

For organizations seeking subsidized access to ancillary spaces at the Civic Theatres.

### **VIVA Vancouver**

<http://vancouver.ca/streets-transportation/reducing-cars-on-city-streets.aspx>

For organizations to transform road spaces into vibrant people spaces.

### **Greening Your Event**

[vancouver.ca/doing-business/greening-your-event](http://vancouver.ca/doing-business/greening-your-event)

For organizations seeking to minimize their event's environmental impact: tools, tips or equipment.

### **Arts Event Licence**

<http://vancouver.ca/doing-business/arts-event-licence.aspx>

For organizations hosting pop-up events in unconventional spaces. One application, one licence, one low fee.