

RECONSIDERATION OF DECISIONS

Approved by Council November, 1996

PURPOSE

To describe the guidelines under which the Manitoba Arts Council will reconsider its decisions with respect to grant awards.

BACKGROUND

The Manitoba Arts Council will reconsider its decisions in accordance with the following guidelines. The request is restricted to the applicant and cannot be submitted by persons on behalf of the applicant.

THE REVIEW COMMITTEE

The Executive Committee will deal with requests for reconsideration of Manitoba Arts Council's funding decisions. The executive director is an ex-officio member of the committee.

CRITERIA FOR REVIEW OF A DECISION

An applicant who seeks reconsideration of a decision of the Manitoba Arts Council may formally submit the request only on the basis that MAC failed to review the application or to make the grant in conformity with the published guidelines, criteria, and procedures. Requests for reconsideration on any other basis will be declined.

PROCEDURE FOR REVIEW OF A DECISION

The applicant shall:

- submit the request in writing to the attention of the chair of the Council board within one month of the decision's having been formally communicated in writing to the applicant;
- provide the basis for the request in relation to the published guidelines and criteria, and provide supporting evidence and comment.

The Executive Committee will:

- study the documents provided by the applicant;
- at its discretion, meet with the applicant to hear directly the applicant's arguments and to seek clarification; and if it meets with the applicant, shall meet with the senior staff person responsible for administering the grant;
- make a decision on the request:
 - a) if it finds in favour of the applicant, it will communicate this to the Council board, which shall then formally approve there commendation of the Executive Committee at the first opportunity and advise the applicant of the revised decision.
 - b) if it finds in favour of the original decision, the committee, through the chair of the Council board, will so advise the applicant in writing, providing reasons for the decision.

DECISIONS BASED ON JURY RECOMMENDATIONS

The reconsideration of decisions based on peer assessment shall be dealt with by submitting the application to the next jury review or assessment panel. There shall be only one reconsideration, as stated in the program guidelines.

Should it be found that Manitoba Arts Council failed to review such an application in conformity with guidelines, the Council board nonetheless will ask a jury or a peer assessor to review the application, and shall take care to conform to published procedures.