

Guidelines

Cultural Operating Support provides selected Manitoba cultural institutions with financial assistance to enable public access to programs of artistic and cultural innovation and excellence, develop audiences, maintain the province's capital infrastructure for arts and cultural activity, and foster private support for arts and culture in Manitoba. It is designed to assist the sustainability of arts and cultural institutions that play a significant role in defining, articulating, and preserving Manitoba's unique artistic and cultural identity and heritage.

Note: This operating program is fully subscribed. Submissions from new applicants are not being accepted at this time.

Deadline

Applications **must be received** on or before **July 1**. If this date falls on a weekend or statutory holiday, the deadline is the following business day. Late or incomplete applications **will not be accepted**.

Objectives

- To support the administration and coordination of arts and cultural production, presentation, and programming.
- To assist cultural organizations to increase Manitobans' awareness of, support for, and participation in culture and arts programs.
- To encourage private sector support for the arts in Manitoba.
- To support the continuing development of an infrastructure for arts and cultural activity in Manitoba.

Eligibility Criteria

Applicants must:

- Be an incorporated, non-profit organization.
- Have by-laws and operate with a duly elected board of directors.
- Convene a duly constituted Annual General Meeting open to the public.
- Offer membership open to the public.
- Be open and accessible to the public.
- Provide consistent evidence of sound management and fiscal accountability. In order to ensure organizational stability, clients are

encouraged to develop an operating surplus or reserve appropriate to the size and scope of their operations.

- Not be receiving financial operating assistance from any other government department or agency.

Assessment and Notification

Funding decisions are based on an assessment of how well the organization reflects the program objectives and of the general merits of the proposal.

Applicants will be notified by email within six weeks of the application deadline. MAC is unable to consider appeals because of the limited funds available and the short turn-around time for disbursing funds. Meeting the general and eligibility criteria does not guarantee funding, nor does failure to receive financial support reflect a negative assessment of an application. It is not the intent of this program to duplicate assistance provided by MAC or other provincial departments and agencies. Previous funding does not guarantee funding in future years. Results will not be released over the telephone.

Grant Disbursement

Grants will be paid by cheque in two instalments. The first instalment (75% of the awarded amount) will be conveyed following the notification of the awarded grant. The second instalment (up to 25% of the awarded amount) will be released subject to receipt of a satisfactory narrative and financial report. **This final instalment will not be paid until all required information has been received.**

Reporting Requirements

Approved applicants will receive a report form by email. The report is due to MAC by **February 1**. Late or incomplete reports can result in the suspension or forfeiture of the second grant instalment. Consideration for future grants is dependent upon the satisfactory completion of all outstanding reporting obligations.

Reports for funds awarded in 2020 are to be submitted to MAC by email (helpdesk@artscouncil.mb.ca) or regular mail (525 - 93 Lombard Avenue, Winnipeg, MB, R3B 3B1).

Note: If you are reporting on funds awarded prior to 2020 through the Arts Branch of the Department of Sports, Culture, and Heritage, communicate with

the Arts Branch (artsbranch@gov.mb.ca or 204-945-3847) to submit your report and receive your second instalment.

Application Procedure

Applicants are strongly encouraged to contact MAC's helpdesk before filling out an application. The helpdesk can be reached by email (helpdesk@artscouncil.mb.ca) or phone (204-945-2237 or toll-free at 1-866-994-2787). MAC may request additional information beyond that included in the project proposal.

Please send completed applications and all required supporting materials to the Manitoba Arts Council by email (helpdesk@artscouncil.mb.ca) or regular mail (525 - 93 Lombard Avenue, Winnipeg, MB, R3B 3B1). All applications must be received on or before the application deadline in order to be considered for support.