

Guidelines

The Major Arts Festival Operating Support Program provides operating grants to non-profit arts festivals that employ Manitoba artists, provide opportunities for the public to experience the work of highly accomplished Manitoba artists, and contribute to local tourism and economic activity. Festivals can be provincial, national, or international in scope, must have budgets in excess of \$250,000, and must take place over a minimum of three consecutive days.

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 **February 15**. 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

- Support major Manitoba-based provincial, national, and international arts festivals.
- Support the development of audiences for major arts festivals.
- Provide opportunities for the public to experience the work of Manitoba artists at a high level of artistic accomplishment.
- Provide employment for Manitoba artists.
- Encourage private sector support for the arts in Manitoba.

Level of Assistance

Grants to festivals entering the program begin at \$25,000 and shall not exceed 10% of eligible revenue to a maximum grant of \$90,000. Actual grants may be less than the amount requested and are subject to availability of funds.

Where possible, to avoid extreme fluctuations in funding, the following caps will be placed on grant increases and decreases:

- Increases will be limited to \$1,000 plus 2% of the previous year's grant.
- Decreases will be limited to \$1,000 plus 2% of the previous year's grant.

Eligibility Criteria

The festival must:

- Be open and accessible to the general public.
- Have a total budget in excess of \$250,000.
- Be provincial, national, or international in scope.
- Have taken place in Manitoba for a minimum of two years.
- Take place over a minimum period of three consecutive days.
- Have a qualified and professional artistic director who oversees the programming.
- Provide employment to professional Manitoba artists, a minimum of 25% of the total number of artists employed should be from Manitoba.
- Be hosted by an existing, viable Manitoba arts organization and arts presentation should be the principal activity of the organization.
- Operate as an incorporated non-profit organization or under the jurisdiction of an incorporated non-profit organization.
- Have a constitution and by-laws and operate with a duly elected board of directors.
- 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.
- Demonstrate that the festival incorporates a comprehensive and effective audience development strategy.

Eligible Revenues:

- All revenues are eligible with the exception of those derived from a commercial venture which could be deemed viable on its own and not directly linked to the festival.
- In addition, any revenue transferred from one component of the hosting body's operations to the festival component will be considered ineligible revenue.
- All box office revenue, grants, corporate and private donations, special fundraising event revenue directly related to the festival (i.e., T-shirts, programs, program advertising, etc.), and gifts-in-kind are eligible.

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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 eight 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 within **60 days** of the project's completion. 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.

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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.