

Guidelines

The Urban Art Centres Operating Support program provides financial assistance to established community-based not-for-profit arts and cultural organizations delivering arts-based programming in any of the arts disciplines to targeted (underserved or underrepresented) (high-need/high-risk) urban communities in Manitoba that have little or no capacity for revenue generation or direct cost recovery through program delivery. These organizations offer arts-based programs that: help to nourish personal and social development; contribute to healthy lifestyles in safe environments; and provide opportunities for targeted individuals to be engaged citizens and to play active roles in community revitalization.

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 **August 31**. 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

- Provide support to established community-based not-for-profit arts and cultural organizations delivering arts-based programs to targeted high-need communities with little or no capacity for revenue generation.
- Increase the involvement of individuals, families, neighbourhoods, and communities in early childhood and youth development through arts education and skills development programs aimed at personal and social development, crime prevention, and healthy lifestyles.
- Support life-long learning to foster arts skills development and to provide access to career options within the arts and cultural industries.
- Enhance quality of life and wellness through engagement in positive life-affirming activities.
- Support arts-based programming delivery by organizations serving as incubators of social and cultural capital.
- Increase access to, and participation in, arts activities throughout Manitoba in general.

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Level of Assistance

Qualifying organizations may apply for one operating grant per year. The program maximum is \$40,600. Actual grants may be less than the amount requested and are subject to availability of funds.

Eligibility Criteria

Organizations must:

- Operate as an incorporated non-profit organization or under the jurisdiction of an incorporated non-profit organization.
- Have programming that is open and accessible to the public.
- Provide consistent evidence of sound management and fiscal accountability and be able to demonstrate the ability to adjust to the economic climate. 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 financial need. Complete financial records must be maintained by the organization and be made available to the Manitoba Arts Council upon request.
- Have a constitution and by-laws and operate with a duly elected board of directors.
- Be located within the community it serves.
- Have been in operation for a minimum of two years and have successfully delivered arts-based Urban Art Centre-focused programming on a project basis for a minimum of two consecutive years.
- Develop and deliver programming in one or more arts disciplines with direct and continuous involvement of Manitoba-based professional artists/cultural industry professionals.
- Offer membership open to the public.
- Be open and accessible to the public.
- Be located in an urban area within Manitoba.

Assessment and Notification

Funding decisions are based on community impact and demonstrated financial needs of the applicant.

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

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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 (50% of the awarded amount) will be conveyed following the notification of the awarded grant. The second instalment (up to 50% 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 **January 15**. 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

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(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.