

Grant application guidelines

The Tour grant supports touring activities in Manitoba with the aim of sharing arts and culture for the benefit of all Manitobans. This program prioritizes collaborative and community engaged tours in all artistic disciplines.

Important Dates

Application deadline: April 1

Notification of results: Within three months after the deadline

Grant amount

- Small scale – up to \$10,000
- Large scale – up to \$50,000 (requested grant amount may not exceed 50% of total tour budget)

Note: Tour grants are excluded from the Manitoba Arts Council's maximum level of funding of \$30,000 in a calendar year.

Applicants – who can apply

- Professional artists
- Arts/cultural professionals
- Indigenous Knowledge Keepers
- Professional arts groups
- Professional arts organizations
- Community not-for-profit organizations

Note: To be eligible, the tour must involve a majority of Manitoban artists.

Activities – what you can apply for

- Touring within Manitoba

Note: Priority consideration is given to tours that travel to rural, remote and/or northern communities. Touring within an applicant's community of residence is only allowed as part of an extended provincial tour.

Expenses – what is eligible

Direct costs related to the current tour

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Assessment – how decisions are made

Your Tour grant application will be evaluated by a peer assessment panel based on the following criteria:

- Artistic merit
- Impact and engagement
- Feasibility

Note: Refer to [MAC's Granting Decision Process](#) for more information.

Resources

Accessibility

If you are D/deaf or living with a disability, you can request extra funding to cover the costs of accessibility-related supports and services. Visit our [Accessibility webpage](#) for an application form or contact MAC's Help Desk to learn more.

Offline applications

MAC provides offline application forms (PDF or hard copy) for applicants who have limited internet access and/or do not have reasonable access to a public internet source, such as a public library.

Program consultants

If you have any questions about the program, a Program Consultant can speak with you about your project idea and review a draft of your application. Consultations are in high demand closer to the application deadline, so we suggest you contact us as soon as possible.

Help Desk

To get in touch with the appropriate program consultant, to get technical assistance with Manipogo (MAC's online application system), or to request [an offline application or accessibility assistance form](#), contact our Help Desk during our regular business hours (8:30-4:30, Monday to Friday).

Help Desk

Phone: 204-945-2237

Toll-Free: 1-866-994-2787

Email: helpdesk@artscouncil.mb.ca

Application content

MAC receives grant applications through Manipogo, our online application system. To apply for this grant, [create a profile in our system](#).

1. Project information

You will be asked to provide your project title, the artistic discipline(s) most relevant to this application, and the project start date and end date.

In addition, you will be asked to address the following:

- Information on your itinerary
- Background, influences, and previous activities relevant to this application (maximum of 500 words)
- Project description (maximum of 750 words)
- Describe the tour's potential benefit to the communities you are visiting (maximum of 250 words)
- Explain how you are working together with presenters, partners or host organizations towards a successful outcome (maximum of 250 words)
- How does this project support Manitoba artists? (maximum of 100 words)
- Payment and working conditions (maximum of 100 words)
- Permission and consent (uploaded documents)
- Describe your publicity, promotion and any outreach activities (maximum of 200 words)
- Provide information on the [accessibility](#) of the tour and your ability to provide [reasonable accommodation](#) (maximum of 250 words)
- What is your relationship to the culture(s) and/or communities represented in your project? (maximum of 200 words) If your project involves communities, cultures, or cultural practices outside your own community or culture, demonstrate how you are approaching the subject matter with cultural integrity. (maximum of 200 words, if applicable)
- Additional information that has not been asked that is essential to understanding your application (maximum of 250 words)

2. Collaborator information

You will be asked to describe who will be involved and/or participating in the project. Explain why you chose to work with them and what they bring to the project (maximum of 750 words). You will also be asked to include bios for key collaborators.

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3. Budget

You will be asked to complete the budget form provided. The standard budget form is used across most MAC grant applications and some sections may not apply to your project. Enter whole dollar amounts only; do not include cents. Include brief clarifications of individual budget lines in the description fields, if necessary.

4. Support materials

Support material should be samples of current work/activities relevant to your grant application; it may include the work/activities of other key artists or partners. You may choose to include earlier work/activities to provide a context for your application.

You will be asked to submit a minimum of one, and up to a maximum of three items of support material.

The following count as **one item**:



up to 5 digital images **OR**



up to 15 pages of text **OR**



up to 4 minutes of audio or video

For instance, your three items can be a total of 15 images, or 45 pages of text, or 12 minutes of audio/video. But you can also submit a combination of images, text, and recordings, as long as it falls within the limits.

You will be asked to describe how the support material relates to this application. (maximum of 500 words)

Assessor review questions

Your application will be assessed by an assessment panel composed of fellow artists and arts professionals. They will use the following statements established for this program to make their decisions. Assessors will only consider those statements that apply directly to your project. Every effort is made to ensure that applications are assessed fairly. MAC accepts the decisions of the panel as final.

1. A clear artistic, thematic, and conceptual vision underlies this application. Consider, for instance:
 - Does the applicant clearly indicate why they want to tour?
 - Is there a strong artistic/cultural idea behind the project?
 - Does the applicant explain their choices?
2. The applicant has the technical skills and artistic rigour to complete this project.
3. The proposed project has artistic/cultural value. Consider, for instance:
 - Will it enhance the public's appreciation of arts and culture?
 - Does it address themes and issues relevant to the intended audience/participants?
4. The applicant has given adequate consideration to questions of cultural integrity. Consider, for instance:
 - If the tour travels to Indigenous communities, does the project engage with the community in a respectful manner?
 - If the tour travels to or represents underserved communities, does the applicant approach this with authenticity?
 - Consult the resource page to learn more about [MAC's understanding of cultural integrity](#).
5. The proposed project develops meaningful connections with the potential to generate future artistic opportunities. Consider, for instance:
 - Are the communities listed in the itinerary a good fit for this applicant's goals?
 - Is the project building on a prior relationship with communities, and/or is there an intention to continue working with them?

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6. The project will benefit a marginalized and/or underserved community that faces barriers to accessing the arts. Consider ways the proposed project aligns with MAC's strategic priorities.
7. The project will take place in a community whose geographic location makes it difficult to access the arts. Consider, for instance:
 - Is the project located in northern Manitoba?
 - Is it planned in a remote community that may not be accessible by road throughout the year and/or does not have reliable access to the internet?
8. The proposed project will contribute to the applicant's artistic development or (if the applicant is an organization) will strengthen the organization's ability to fulfill its mandate.
9. The proposed project will benefit audiences and participants. Consider, for instance:
 - Is there an opportunity for audience members/participants to actively engage with the project?
 - Is there an opportunity for reciprocation, as in the sharing of ideas, knowledge, and spaces between participants and the applicant?
10. The proposed project will support Manitoba artists.
11. The proposal reflects thorough research and planning. Consider, for instance:
 - Is there a comprehensive marketing plan in place?
 - Are the proposed activities within the tour feasible?
 - Is the tour feasible given the level of confirmed communities evident in the application?
 - Does the application address current health orders regarding COVID-19 and/or provide a contingency plan?
12. The budget accurately acknowledges the likely costs and revenues of the project. Consider, for instance:
 - Has the applicant given adequate consideration to artist payment and working conditions?

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- Has the applicant provided a thorough and detailed accounting of all likely costs and revenues for their tour (including in-kind revenue and related costs)?
 - Does the budget include funding from other sources?
- 13.** The applicant has the resources to complete the proposed project. Consider, for instance:
- Does the application reflect the resourcefulness of the applicant and the applicant's ability to find practical and creative ways to overcome obstacles?
 - Does the applicant have the support of presenters, partners, and host organizations?