

**Deadline: Monday, May 30, 2022 – 10am**

## **I. Overview**

As part of on-going support and recovery programs in response to the effects of COVID-19 on the arts and culture community, the Town of Halton Hills is offering funding to artists (including individual artists, artist teams or collectives, cultural businesses, and arts and cultural groups/organizations) for the creation of new community-engaged work, in any artistic discipline, up to a maximum amount of \$1,000, plus HST where applicable. The number of projects funded will depend on the total budget needs of the successful projects. A maximum of \$8,000 will be awarded through this funding program in 2022; 80% to be awarded upon approval of the project, and 20% upon receipt of all final reporting documentation.

In addition to their intrinsic aesthetic merits, the arts have the capacity to strengthen community relationships, as well as to create opportunities for public engagement and learning. Applicants are encouraged to incorporate one or more of the following elements into their project proposal:

- public engagement through creation or presentation; in-person or virtual, and if public health guidelines should require, without physical contact or distanced
- community building, including creating a feeling of belonging, the sharing/exchanging of knowledge and experiences, relationship building, or collaboration towards a common goal
- place-based projects, i.e. projects that (i) engage or respond to a distinctive aspect of the community based on location or (ii) foster connections among community members with a geographic link
- use of an accessible public or public facing space (permits must be obtained prior to application, where applicable) or an accessible digital platform

[Culture Days](#) activities are eligible to be funded through this program. For more information about Culture Days in Halton Hills visit [haltonhills.ca/culturedays](https://haltonhills.ca/culturedays).

## **II. Eligibility:**

Artists, including artists teams, collectives, cultural businesses, and arts and cultural groups, with an active artistic and culturally engaging practice, who demonstrate a publicly presented body of work, dating back at least one year are eligible to apply. Projects must be completed between **June 25 – October 23, 2022**, with final reporting (see section XII) submitted by December 1, 2022.



Applicants must be a resident of the Town Halton Hills or operate an arts or cultural practice, organization, or business within the Town of Halton Hills. Elected officials and employees of the Town of Halton Hills are not eligible to apply.

Artistic projects must align with public health and government guidelines regarding COVID-19 during their implementation.

**III. Selection Criteria:**

Applications will be juried by representatives of the Halton Hills Arts & Culture Working Group (an arms-length committee of individuals from the arts and culture community) and the Public Art Advisory Board. Proposals will be evaluated on a 25-point scale, using the following criteria:

<b>Criteria</b>	<b>Point Value</b>
• overall artistic strength and creativity of the proposed project	10 points
• the level of public access to, and engagement with, the project through placemaking or community engaged practices	10 points
• demonstrated ability of artist(s) to deliver fully realized projects	5 points

**IV. Schedule:**

<b>Date</b>	<b>Project Phase</b>
May 30, 2022	Application deadline, all materials must be submitted by 10am.
June 24, 2022	Applicants to be notified, on or before this date, of the jury's decision.
June 25 – October 23, 2022	Projects to be completed and delivered in entirety.
December 1, 2022	Final reporting to be submitted in full.

## **V. How to Apply:**

Submit a completed application, in PDF format, to [culture@haltonhills.ca](mailto:culture@haltonhills.ca) by **Monday, May 30, 2022 at 10 a.m.**

Applications must include:

- Project Proposal (500 words max.) including a timeline
- Artist Statement (250 words max.)
- Artist Resume(s) or, in the case of arts and cultural organizations, a list of recent works presented, with professional social media handles included
- up to 5 digital files including examples of work or supporting material
- a completed budget, including material costs, other sources of project funding and the amount of funding requested (template enclosed)
- a signed Artist Declaration (enclosed)

If the file size exceeds 9 MB please use an external file share program.

Only one application per artist/artist collective/arts and culture organization will be accepted.

Incomplete applications or applications received after the deadline will not be adjudicated.

Applicants will be notified of the jury's decision by Friday, June 25, 2021, and may receive complete or partial funding offers based on their application. All decisions are final.

**On May 24, 2022 (7-8p.m.), Helson Gallery curator Judy Daley** will present 'Preparing Proposals & Submissions' a general, virtual session with best practices for creating applications which may be of assistance to applicants to this program. [Click here to register on Eventbrite](#) or check [haltonhills.ca/culture](http://haltonhills.ca/culture) for details.

## **VI. Budget – Sample Template:**

[Click here to view and/or download a sample template.](#)

## **VII. Reporting Requirements:**

To be submitted before December 1, 2022, in order to receive final 20% of funding and be eligible for The Artist Next Door funding in future years.

### **Social Media**

- Documentation of your project should be shared on a public facing social media account (i.e. a Facebook Page or public Instagram account), and engage the community.
- If it is not already built into your project proposal, please share elements of your process (project creation) and the finished artwork on a digital platform (website, social media).
- You should indicate in at least one post that your project has been funded, wholly or in part, by the Town of Halton Hills “The Artist Next Door” program; if sharing content from your project on a website or in print, please include the Town of Halton Hills logo (enclosed).
- Please use the hashtag #hhIsCulture and, where applicable #hhCultureDays in your social media posts about your funded project and tag the Town of Halton Hills account.
- Upon the completion of your project, please send us the number of social media posts made on each platform (Facebook, Instagram, etc.), your account handles and any engagement metrics you have (view count on videos, numbers of likes, shares, impressions per post), and any relevant hashtags.

### **Additional requirements**

- Quality photographs of your project and process (5 maximum).
- Short paragraph on your experience with the project and any resulting impacts to your artwork, creative practice or organization (500 words maximum).

## **IX. Reserved Rights of the Town of Halton Hills:**

The Town retains the sole discretion to determine whether an application is responsive and if the prospective Artist, Artist Team or Collective or Arts or Culture Organization is capable of performing the Work. The Town reserves the right, at its sole discretion, to determine the number of grants awarded.

## **X. Publication of Competition Information:**

The Town shall have exclusive right to issue all public announcements regarding the competition.



**XI. Copyright and Ownership of Artistic Products:**

The artist retains copyright of their work. The Town of Halton Hills reserves the right to use images of the successful work for promotions and marketing purposes.

**XII. Contact:**

Pearl Schachter  
Cultural Program Producer  
[pschachter@haltonhills.ca](mailto:pschachter@haltonhills.ca)  
905-873-2600 ext. 2984

**XIII. Artist's Declaration:**

The following Declaration is to be signed by the Artist or Artist Team and submitted as part of their proposal package:

I/We hereby declare that the information provided herein is true and correct to the best of my/our knowledge.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_