

ARTS PROGRAM – DANCE SECTOR

General Granting Criteria for Individuals

PREAMBLE

The Shevchenko Foundation is a national, chartered philanthropic institution dedicated to the preservation, promotion and development of Ukrainian Canadian cultural heritage, and to the advancement of a flourishing Ukrainian community for the enrichment of Canada.

COMMUNITY STEWARDSHIP

The Shevchenko Foundation fulfills its mandate by disbursing grants in support of various initiatives that assist groups and individuals in the four pillars of Arts, Education, Community Development, and Heritage.

The Shevchenko Foundation's grant-giving stewardship extends priority to projects and programs that:

- Contribute to the advancement Ukrainian Canadian heritage for the enrichment of Canada;
- Disseminate Ukrainian Canadian cultural contributions to a broad and diverse public on a community, regional and national level;
- Exhibit financial capability to undertake and sustain the project and/or program within the boundaries of a business plan, either as an organization or an individual;
- Employ new technologies and partnership models on how Ukrainian Canadian heritage culture is created, produced, disseminated, and preserved.

ASSESSMENT

The Shevchenko Foundation's assessment for grant-giving is guided by integrity, sustainability, excellence, innovation, and inclusiveness of all Canadians who support the mandate of the Shevchenko Foundation.

When assessing applications, the Foundation uses the following questions.

- Are the goals for the project and those undertaking the project well-articulated?
- Are the goals for the project within the scope and mission of the Shevchenko Foundation?
- How does the project advance the relevancy of Ukrainian cultural heritage by connecting people and strengthening communities for the enrichment of Canada?
- How well does the project demonstrate an understanding of present day industry standards of excellence and public engagement in corresponding to the appropriate pillar of Arts, Heritage, Community Development, or Education?
- What is the value-added contribution of this project that distinguishes it beyond existing Ukrainian cultural heritage content and similar activities?
- How well does the project articulate accommodating changing demographics, changing patterns of consumption, changing forms of dissemination?
- Are the indicators for success of the project within the organizational and human resources capacity of the applicant?

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- How convincing is the financial viability of the project?
 - How will the project still be viable if it does not receive the projected revenues in grant support and public support?
 - Is there evidence of sound fiscal management, a track record of fiscal responsibility, and sound budgeting?
 - How realistic are budget revenue projections? Are cost estimates well researched?
 - If applicable, are ticket sales and fundraising targets within the scope of past performance and similar market realities?
 - If applicable, what is the demonstrated value of funding a project application if it does not generate earned revenue from ticket sales or other earned revenue streams?

ADDITIONAL INFORMATION

- Grant applications must be made in advance of the starting date of the project.
- Submission of an application is not a guarantee that the Shevchenko Foundation will provide financial grant assistance.
- The Shevchenko Foundation funds up to 50% of total project or program costs of successful applications contingent upon budget resources for the given grant deadline.
- The Shevchenko Foundation strives to create a balance between supporting established returning applicants, new applicants, and applicants exploring emerging practices in the broad scope of cultural development.
- Grants to individuals will cover costs and expenses associated with the project, but will not cover expenses for living allowances.
- The Shevchenko Foundation does not claim any copyright on projects receiving funding.

WHO IS ELIGIBLE?

Individuals:

- Must be Canadian citizens or permanent residents at the time of application.
- Must be supported by letters of reference from peers or others familiar with the applicant's body of work, experience in the field, and ability to undertake and deliver the project.

HOW OFTEN CAN ONE APPLY?

- No new application will be accepted if a Final Report has not been submitted from a previous grant.
- Applicants who are applying for more than one grant in a calendar year can do so only when the Final Report on the first project has been approved by the Shevchenko Foundation.
- Applications for projects that are phased over more than one year will be accepted. Funding will be granted in phases, subject to meeting annual reporting requirements.

APPLICATION DEADLINES

Unless otherwise specified, deadlines for grant applications are APRIL 1 for projects beginning after July 1, and OCTOBER 1 for projects beginning after January 1.

ARTS PROGRAM – DANCE SECTOR

Dance Sector Objectives and Eligibility for Individuals

Eligible Applicants:

The Dance Sector of the Arts Program provides support to individuals in all forms of Ukrainian Canadian dance, including folk dance, ballet, folk ballet, and contemporary dance. Individual dance artists include dancers, choreographers, dance teachers, artistic directors, designers, rehearsal directors, and dance writers. Individual dance-related professionals include producers, presenters, arts administrators, dance therapists, curators and archivists.

Eligible Projects:

The Dance Sector of the Arts Program for Individuals provides funds for:

- Creation development costs including commissions for original dance choreography, and for accompanying music.
- Professional development (travel and fees for training, workshops, or master classes)
- Performance production costs, including touring.

CANADIAN REVENUE AGENCY

Individuals and organizations who do not have their own charitable number as defined by the Canada Revenue Agency (CRA) may be subject to participation in an Agency Agreement with the Shevchenko Foundation. The Agency Agreement documents the disbursement of funding, the roles and responsibilities of the individuals or organization receiving funding, and the monitoring and reporting procedures. For more information please take the time to read the Government of Canada Charities Policies and Guidance Document.

You are welcome to contact our office at toll-free 1-866-524-5314 if you have any question or require assistance with your application.

ARTS PROGRAM – DANCE SECTOR Application Checklist

Your application must include all the items on this checklist and be submitted in this same order.
Incomplete applications will not be adjudicated.

1. **Grant Registration Form** (page 5)
2. **Résumé:** (2 pages maximum) Focus on your dance experience, education, training, and body of work relevant to the project.
3. **Project Proposal:** (4 pages maximum) Outline the project and how it aligns with the mission and priorities of the Shevchenko Foundation set out in the General Granting Criteria section of this application. Articulate how this project is important to the development of your artistic practice or career.
4. **Project Budget** (pages 6 and 7 of this file)
 - Your budget should list all sources of revenue for the project. These should include the amount you are requesting from the Shevchenko Foundation, the monies you expect to raise through ticket sales, fundraising, the amounts from grants you are seeking from other funding agencies, and any other sources of revenue.
 - The budget should also list all expenses for the project. These may include travel and accommodation costs, communication or promotional costs, professional fees, equipment or facility rental, distribution costs, licensing and royalty fees, among others. The Shevchenko Foundation requires prudent and responsible fiscal planning. Total project expenses should not exceed total project revenue.
5. **Support material relevant to your project**, such as résumés of other artistic personnel or entities engaged in your project. Electronic file sharing is strongly preferred, however, published materials such as programs may also be mailed to us in their original format.
6. **Two letters of reference** from peers or specialists in the field (non-family members) supporting the skills and experience of the applicant to undertake the project.
7. **Letters of support** from groups/institutions relevant to the project.

Please email this registration form along with your completed application as ONE PDF DOCUMENT to admin@shevchenkofoundation.ca

ARTS PROGRAM – DANCE SECTOR GRANT REGISTRATION FORM for Individuals

Surname _____ First Name _____ Middle Name _____

Mailing Address _____

City _____ Province _____ Postal Code _____

Telephone _____ Alternative _____

Email _____ Website _____

Project Title _____

Project Summary

A brief description of no more than 25 words which the Shevchenko Foundation can use in its promotional & reporting needs.

This project will begin on (d/m/y) _____ and finish on (d/m/y) _____

Unless otherwise indicated, deadlines for grant applications are APRIL 1 for projects beginning after July 1, and OCTOBER 1 for projects beginning after January 1.

Amount requested _____

Have you received funding from Shevchenko Foundation in previous years? ___ YES ___ NO

If YES, please note that no new application will be accepted if a Final Report has not been filed from a previous grant. Please indicate the most recent year funding was received _____ Amount received \$ _____

For Internal Use Only: Grant File # _____

Client # _____

Date Application Received _____

Amount Approved \$ _____

Date Approved _____ Date Final Report Rcvd _____

**ARTS PROGRAM – DANCE SECTOR
Project Budget Form (Part 1)**

Name of Applicant	
Project Title	
Prepared by	

REVENUES	Amount	% of Total Revenue	Date Applied For	Check (if confirmed)
Amount requested from Shevchenko Foundation (cannot exceed 50% of total project or program costs)				
Ticket Sales				
Other Earned Revenue (specify)				
Subtotal	\$			
Government Grants:				
Subtotal	\$			
Other Grants:				
Subtotal	\$			
Fundraising:				
Subtotal	\$			
In-Kind:				
Subtotal	\$			
Other:				
Subtotal	\$			
Total Revenues	\$			

**ARTS PROGRAM – DANCE SECTOR
Project Budget Form (Part 2)**

EXPENSES	Amount
	Please (*) Expenses linked to In-Kind Revenue
Professional Fees	
Tuition/Workshop Fees	
Facility Costs	
Rental Equipment & Supplies	
Marketing/Advertising Costs	
Royalties	
Accommodation	
Travel	
Other (Specify)	
Total Expenses	\$

BALANCE	\$
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*Revenue must equal expenses with a zero balance

Budget notes:

DECLARATION

- I am a Canadian citizen or permanent resident of Canada.
- I have read and understand the General Granting Criteria, Objectives and Eligibility criteria of the Shevchenko Foundation Grants Program.
- I confirm that the statements and financial information in this application are true.
- I accept the eligibility conditions and application requirements of this program and agree to abide by the funding decision of the Shevchenko Foundation.
- I understand and agree that unless I receive a letter from the Shevchenko Foundation awarding grant funding for the purpose(s) set out in the Application, and setting out the amounts and timelines for the payment of the Grant, there is no obligation between the parties.
- I understand and agree that the Shevchenko Foundation may award a Grant for less funding that I have requested in this Application.
- I will use the Grant for the Approved Purpose.
- I confirm any part of the Grant not spent as set out in this Application, or upon termination of this Grant, must be repaid to the Shevchenko Foundation.
- I understand that funding for the project may be terminated upon mutual written consent with 30 days written notice in the event of a breach of any term or condition of this Grant award.
- I understand that the Shevchenko Foundation is subject to the Freedom of Information and Protection of Privacy Acts and the above information is protected under the Act.
- I agree to indemnify and hold harmless the Shevchenko Foundation, including its employees.

Print Name

Signature

Date Signed