



PARTNERSHIP EXPLORATIONS PROGRAM

Application Package

Deadline: November 15

As the result of a re-visioning of the former Artist in Residence Grant Program, the Saskatchewan Arts Board is offering two new grant opportunities: The **Partnership Explorations Program** and the **Partnership Innovations Program**.

Partnership Explorations Program

Partnership Explorations Grants facilitate change related to cultural development in Saskatchewan communities and enable communities to form a partnership with a Saskatchewan artist in order to collaboratively explore, assess and plan for cultural and creative opportunities.

Success with a **Partnership Explorations Grant** may lead to an application for a **Partnership Innovations Grant**, which provides funding for a community, institution or work place to form a partnership with a professional artist to engage the community in innovative cultural activity. However, that is just one opportunity that might be deemed beneficial to a community in its development planning.

The program includes a research component to help applicants articulate their reason for proceeding with the grant activity, document their process, reflect on what they learn throughout the grant period, and share their findings with others.

Partnership Explorations Program Objectives

The objectives of this grant program are to:

- engage diverse community groups in creative cultural partnerships
- give applicant partners the means to assess cultural resources in their communities
- assist community partners in planning for creative cultural development in their communities.

Grant Amount

Maximum grant available is \$7,500.

Eligibility

Lead partner applicants will be one of the following Saskatchewan organizations:

- non-profit organization
- incorporated for-profit company
- school division, cluster of schools within a division, band schools
- other educational institution
- health care or justice facility
- incorporated municipality
- First Nation.

Final Report

Grant recipients are required to submit a final report upon completion of their grant activity. A template will be provided for this purpose. A final financial report is also required.

Recognition of Funders

Grant recipients are required to acknowledge funders wherever possible and appropriate. This is important as it helps raise awareness about the value of public funding for the arts. The Saskatchewan Arts Board will provide grant recipients with an acknowledgement statement and access to appropriate logos.

Contact Information

If you are applying on behalf of a community, institution or work place, contact:

Carol Greyeyes
Indigenous Arts Advisor/Artist in Residence Consultant
Saskatchewan Arts Board
P: (306) 964-1165
E: carol@artsboard.sk.ca

If you are applying on behalf on a K-12 school or school division, please contact::

Dianne Warren
Arts and Learning Consultant
Saskatchewan Arts Board
P: (306) 787-4659
E: dianne@artsboard.sk.ca

3. Description of Activity	
Attach a description of the proposed activity, as directed in the Application Guide.	
4. Budget	
Revenue:	
Cash donations/Fundraising	\$
In-kind contributions (non-cash – please list)	
1.	\$
2.	\$
Other Sources (please list)	
1.	\$
2.	\$
Partnership Explorations Grant	\$
Total Revenue	
\$	
Expenses:	
Artists consultation fee	\$
Program support, materials cost	\$
Travel costs	\$
Communications costs	\$
Other directly related expenditures (please list)	
1.	\$
2.	\$
3.	\$
Total Expenditures	
\$	
<i>Note: Please identify in-kind expenses with an asterisk (*)</i>	
5. Declaration	
I, the undersigned, certify that:	
<ul style="list-style-type: none"> • the statements and information contained in this application are accurate and complete • the information contained in this application has been developed collaboratively by the lead organization and its identified partners. 	
<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Lead Partner Representative Signature	<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Name of Representative <i>(please print)</i>
<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Date	



PARTNERSHIP EXPLORATIONS PROGRAM Application Guide

Deadline: November 15

The following information will assist in completing the Application Form.

The numbers listed below correspond with the number on the Application Form.

1. Applicant Information

Provide the requested information about the lead partner and a contact person. All correspondence will be sent to the contact person. If the application is successful, the grant will be paid to the lead partner organization. The lead partner organization will assume responsibility for project coordination and the final report.

2. Project Information

Amount Requested:

Enter the amount requested to a maximum of \$7,500.

Project Dates:

- The project activity cannot begin prior to the grant deadline.
- The end date determines when your final report will be due (60 days after completion).
- If you intend to apply for a **Partnership** Innovations Program Grant (formerly the Artist in Residence Grant Program), your final report must be received by June 1 (the application deadline for the Innovations program).

Project Type:

Four types of grants are available under this program – check the one that applies to your application:

- **Community** – This applies to lead partners that wish to explore cultural development in their village, town, First Nation, etc.
- **Institution** – This applies to health and justice lead partners such as hospitals, care centres and detention centres.
- **Work Place** – This applies to lead partners such as corporations and industrial businesses, or any other large work place that wishes to explore the influence of the arts and culture on their work environment and their place in the larger community.
- **School Division/School** – This applies to K-12 school divisions and band schools that wish to assess and plan for cultural development and arts opportunities throughout their system.

3. Description of Activity

This information forms the main part of your application so please give it sufficient thought and attention, and consult with your identified partners. Attach a description of activities that includes the following information:

Your Community – Describe your community and its diversity. Community can mean your immediate community (e.g. a hospital community or a work place community) and also can refer to the larger community in which your organization exists.

Identified Partners – Identify your partners, and describe their role in and contribution to the project.

Potential Partners – List the partners you would like to include if your application is successful, in order to represent your community's diversity.

Cultural Needs – Describe your community's cultural needs, as you perceive them.

Goals – Define the goals for your project.

Research Question – What is the central question you would like to investigate if your application is successful? Research questions are useful for focusing the development activity and guiding reflective thinking throughout the project. Examples are:

- What do the employees in my company think about the value and role of creativity in the work place?
- Do the arts and cultural opportunities currently available meet our community's needs and expectations?
- Would the provision of more creative activity for our residents and staff lead to innovation and growth in our health care institution?
- How can our school division tap into cultural resources in our local communities to support and enhance arts education in classrooms?

Communication Plan – If your application is successful, how will you communicate with the larger community so that you are able to get input and inform people about what you are doing and learning as a result of your activities?

4. Budget

Complete the budget form or one that is similar. The budget must balance. That is, the total revenue will equal the total expenses. You might have in-kind or cash contributions from partners or businesses in the community, although this is not a requirement for receiving a grant.

Revenue – Include:

- Grant amount.
- Cash contributions from partners or businesses in the community.
- In-kind contributions. Include these in both revenue and expenses. (For example, if the usual hall rental fee is \$50 and the cost is waived, this is an in-kind donation. In this example, include the \$50 in revenue as an in-kind contribution and in expenses as a \$50 cost for facility rental.)

Expenses – Include:

- Payments to artists. A suggested artist fee is approximately \$45 per hour or \$300 per day. A set amount for the project could be determined using these guidelines.
- All other project expenses, both actual and in-kind.

5. Declaration

A representative of the lead partner should sign the declaration acknowledging that all statements provided are true.