



## Grants Information for Musagetes Fund – Arts and Culture Grants

*(A donor advised fund within the Guelph Community Foundation)*

**DEADLINE: JULY 22<sup>th</sup>, 2016 (4:00 pm)**

### **GENERAL BACKGROUND ON THE GUELPH COMMUNITY FOUNDATION**

#### **The Mission of the Guelph Community Foundation:**

To enhance the quality of life and vitality in Guelph and surrounding communities by supporting and promoting fund development, grant making and community leadership.

This is achieved by:

- Providing grants and other support to a wide range of local community programs - from health, education, and social services, to arts and culture, and the environment.
- Working with donors to build permanent endowment funds for the needs and opportunities that will emerge over the years to come.
- Providing leadership to identify and address issues and opportunities to better our community.

#### **Background:**

The Foundation's Grants Committee serves as an experienced resource to those responsible for disbursing the various funds. This Committee is charged with the specific responsibility of making recommendations to the Foundation's Board of Directors concerning the disbursement of the investment earnings from funds under administration.

#### **Granting Philosophy:**

Through its grants program, the Foundation supports activities in the areas of health, education, social services, arts and culture and the environment, that benefit the residents of Guelph and surrounding communities and that contribute to the mission of the Guelph Community Foundation through the 'building of community'.

#### **The Guelph Community Foundation strengthens the community by funding projects that in general...**

- Address community needs and emergent opportunities
- Demonstrate innovative, creative or interdisciplinary approaches
- Encourage networking or collaboration among organizations
- Demonstrate evidence of need and degree of planning
- Provide community benefit and impact
- Reflect diversity and inclusivity
- Provide leveraging possibilities or potential for additional funds from other sources

#### **We fund eligible organizations that...**

- Have registered charitable status with the Canada Revenue Agency [CRA]. Your charitable registration must be provided. (Your organization may wish to establish a formal agency relationship with a registered Canadian charity, in which case the link must be legitimate and an acceptable agency agreement must exist as per CRA bulletin June 20 2011, CG -004. Additional paperwork is required);
- Provide services within Guelph and surrounding communities;
- Make services available without discrimination;
- Demonstrate fiscal and management responsibility, capacity for accountability, and financial need.

## **We do not fund...**

- Individuals
- Sabbatical leaves or student exchanges
- Operating or capital deficits
- Annual campaigns or fundraising activities
- Ongoing operational costs
- Retroactive expenses
- Endowment campaigns
- Multi-year commitments
- Sponsorships
- Activities that serve primarily the membership or purposes of religious organizations
- Political organizations or advocacy initiatives

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## **2016 MUSAGETES FUND: Arts and Culture Application Process**

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Proposals will be considered for granting support in the area of arts and culture in Guelph and the surrounding area.

***For 2016, a total of \$50,000 is available from the Musagetes Fund Grant Program.***

### **Musagetes' Fund Focus**

The Musagetes Fund is a *donor advised fund* within the Guelph Community Foundation.

The Fund is intended to act as a catalyst for the ongoing production and enjoyment of performing, visual and literary arts excellence in Guelph and area. With the help of the Guelph Community Foundation, the Fund promises to make a meaningful and lasting contribution for our community's benefit and our arts scene.

*For 2016, the Musagetes Fund is particularly interested in new approaches to building community and culture. Preference will be given to organizations that engage one community-based partner who satisfies a connection(s) to social justice, environmental resilience, and intercultural relationships.*

### **Other considerations:**

- Grants will be awarded for definite purposes and for projects covering a specific time period.
- All qualified applications are considered according to their merit and in light of the funds available for distribution.
- The capability of the applicant to carry out the proposed project will be considered.
- The history of the applicant will be reviewed; past grantees that have not fulfilled the terms of their previous grant will not be considered (e.g. outstanding evaluations).
- Multiple applications from an organization will not be considered within the same granting stream.
- Grant applications will be assessed without discrimination regarding gender, ethnicity, age, sexual orientation, creed or disability. By the same token, the committee will accept applications only from organizations and for projects which are free from detrimental discrimination based on gender, ethnicity, age, sexual orientation, creed or disability.
- GCF encourages the participation of other funding bodies and sources (e.g. matching).
- Grant recipients agree to provide recognition to the Guelph Community Foundation.
- *Note: School-based projects will not be considered.*

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## **The Process**

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### **What you do:**

- ① If your organization falls within the guidelines of eligibility outlined above, contact GCF to further discuss eligibility.
- ② After discussion with GCF and the project is considered to be potentially fundable, complete the on-line application form and submit with accompanying attachments (including list of Board to Directors, current operating budget, most recent audited/unaudited financial statement).
- ③ Participate in interviews as needed throughout the review process.

**What we do:**

- ① Once the GCF Executive Director has confirmed that your organization and your request meet the criteria outlined above, projects are reviewed by the Musagetes Fund advisors who provide recommendations to the Foundation's Grants Committee and Board of Directors.
- ② As part of its review process, the Foundation may solicit the advice of other knowledgeable individuals or organizations.
- ③ The results of any interview, along with your original application materials and any other relevant third-party advice available to us, will be presented for deliberation, following which granting recommendations will be forwarded to the Board of Directors for its review and ultimate determination.

**Accountability:**

As a matter of accountability, both to GCF donors and to its Board of Directors, the Foundation will undertake an appropriate review with all receiving agencies to ensure compliance with the terms under which grants were allocated and to evaluate the impact of the grant on the realization of the project objectives.

In addition, to help us evaluate our own success in achieving the mission of GCF, we are interested to know how GCF's support has assisted you in the pursuit of your objectives. To that end, we ask every recipient of a GCF grant to provide a final report at the completion of its project. We are particularly interested in knowing:

- Whether you achieved the goals for your project as you envisioned them in your original application and the means by which you have assessed the success of your project;
- Specific examples of the results of your project;
- The impact of your project on the improvement of life in the Guelph area;
- The formation of new partnerships for your organization.

**Submit your application and supporting documentation to:**

We will be accepting our Grant Program Applications through our **on-line** grant application process.

This is part of our simpler, 'greener' grants management system. Click on the application link within the **Grant Programs** page: <http://www.guelphcf.ca/CommunitybrOrganizations/GrantPrograms.aspx> to view the application and required information. If you cannot submit your application on-line, please contact our office.

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