

Cultural Spaces **Affordable Spaces** - 2024 Information Guide

The City of Vancouver Cultural Spaces Grant Program includes Affordable Spaces – operating grants for eligible Vancouver-based arts and cultural spaces operated by non-profit cultural societies, co-ops, registered charities, xʷməθkʷəy̓əm (Musqueam Indian Band), Skwxwú7mesh (Squamish Nation) and səliwətał (Tsleil-Waututh Nation) or Urban Indigenous non-profit organizations.

AFFORDABLE SPACES application deadline March 6, 2024.

Grant funding for facility operating costs for local non-profit arts and culture space operators who provide subsidized affordable cultural space for Vancouver-based artists and/or cultural organizations. Maximum requests restricted to \$40,000 for organizations with annual operating expenses of more than \$250,000 in their last completed fiscal year; or to \$25,000 for organizations with annual operating expenses in their last completed fiscal year of \$250,000 or less.

Note: Exceptions may be made in extenuating circumstances. In future years maximum grant award amounts may decrease due to high program demand.

Due to high demand and limited funds, individual grant amounts awarded may vary.

Emergency Affordable Spaces operational support may be available depending on availability of funding for the year.

Interested applicants please contact Diane Blunt and Minna Schendlinger, Cultural Planners, at least three weeks prior to application deadline date: diane.blunt@vancouver.ca 604-829-9307/ minna.schendlinger@vancouver.ca 604-873-7211.

The City's Arts, Culture & Tourism department offers many other programs, grants, awards and services. Those are detailed on the [Grants and Awards](#) page of the City's web site.

Applicants who require accessibility supports to complete their grant applications can access up to \$500 towards the costs of assistance from service providers. Please contact staff for more information.

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Context

Vancouver is a City of Reconciliation, and the 2019 Culture Plan, [Culture|Shift: Blanketing the City in Arts and Culture](#) and the more detailed ten-year infrastructure plan [Making Space for Arts and Culture](#) are built upon the understanding and recognition that what is known to many as Vancouver is located on the traditional, unceded territories of the xʷməθkʷəy̓əm, Skwxwú7mesh and səliłwətał Nations, whose peoples have lived, and continue to live, throughout this region for thousands of years.

The plans call for us to be deeply mindful of how arts and culture is conducted upon these lands, to build shared cultural understanding of these histories, and move towards a resilient future. This grant program seeks to recognize and support facilities and organizations that align with the plan's guiding principles: Reconciliation, decolonization, cultural equity and accessibility.

Cultural spaces are essential to every community. They serve community residents, attract tourists, enhance the business environment and add to quality of life. Ensuring access to appropriate and affordable facilities in Vancouver's rapidly-developing real estate market requires a committed effort and strategic focus. To catalyze this effort, *Making Space for Arts and Culture* provides a framework to support a diverse, thriving cultural space ecology, and directions to support securing affordable, accessible, and safe cultural spaces.

Cultural Spaces Grant Program Priorities

The Cultural Spaces Grant priorities, in relation to Affordable Spaces, build upon *Making Space for Arts and Culture*, to support, strengthen and enable:

- xʷməθkʷəy̓əm, Skwxwú7mesh, səliłwətał and urban Indigenous self-determined cultural spaces;
- accessibility for artists, audiences and cultural workers;
- cultural redress, equity, diversity and inclusion;
- a robust and diverse ecology of cultural spaces including production and presentation spaces, hubs (administration, home-bases, shared services) and outdoor spaces;
- the community's ability to own, develop, operate and/or sustain arts and cultural spaces; and
- music spaces as per the Vancouver Music Strategy, including all-ages venues.

Affordable Spaces Grant Goals and Priorities

Grants up to \$40,000 or up to \$25,000, depending on organization's last fiscal year expenses. Maximum requests restricted to \$40,000 for organizations with annual operating expenses of more than \$250,000 in their last completed fiscal year, or to \$25,000 for organizations with annual operating expenses in their last completed fiscal year of \$250,000 or less.

Note: Exceptions may be made in extenuating circumstances. In future years maximum grant request and award amounts may decrease due to high program demand.

The goal of Affordable Spaces is to support facility operating costs for arts and culture organizations whose primary purpose includes the provision and operation of subsidized, affordable, cultural work space for artists and/or cultural organizations, outside of their own organizational programming. Affordable space provision should be rooted in the organization's mission and/or long-term goals. Priority is for spaces at risk of displacement. Funding is to support direct facility operating costs, including for example:

- Rent, lease, or mortgage costs;

- Property tax, utilities, (e.g. heat, hydro, water/sewer), insurance;
- Common area costs and/or strata fees; and/or
- Rent subsidies for arts and culture subtenants and artists.

Submissions may also come from eligible organizations interested in providing bursaries/grants directly to local Vancouver artists and musicians to support direct studio or cultural facility costs as detailed above. This funding would be subject to Cultural Services staff review and approval of bursary/grant criteria and selection processes. A Memorandum of Understanding (MOU) or Partnership Agreement (PA) between the organization and recipients with clearly defined roles, responsibilities and relationships may be required.

Priority will be given to organizations that:

- have operated and provided arts and culture space use/access for at least one year;
- currently provide subsidized cultural working space to artists* and/or other cultural organizations;
- are in crisis, facing immediate loss of space and artist and/or cultural organization displacement;
- have few other means of generating income aside from ongoing sublease income, such as artist studio and production and rehearsal space; and
- represent equity-deserving artists and communities, and/or organizations who serve them.

Program Eligibility

In order to apply for the Affordable Spaces program grant the organization will:

- Be a registered Vancouver-based non-profit society or cooperative in good standing with the BC Registry Services*, charitable organization, xʷməθkʷəy̓ əm, Skwxwú7mesh or səliłwətał First Nations Band Council or Urban Indigenous non-profit society, with an independent, active governing body composed of volunteers (e.g. a Board of Directors/Council). *Please confirm standing through BC Online prior to submitting application
Have a clear arts and culture focus outlined in the organization's vision, mission and mandate*. Funding is focused primarily on arts and culture spaces for creation/production, presentation, and performance, as well as supporting ancillary spaces that contribute to *Culture|Shift's* directions, goals and actions, including Reconciliation with the xʷməθkʷəy̓ əm, Skwxwú7mesh, səliłwətał and urban Indigenous peoples, cultural equity and accessibility.
**Board-approved documents must be supplied on request from Planners*
- Have been operational as a formal organization for at least one full year and able to provide independently prepared financial statements signed by the Board for the most recently completed fiscal year, including a Balance Sheet, Income/Expense Statement and notes that sufficiently explain the organization's financial position.
- Have infrastructure located within Vancouver City Limits or, in the case of xʷməθkʷəy̓ əm, Skwxwú7mesh, səliłwətał, on their traditional lands within Vancouver, that is secured for a minimum of 18 months tenancy from the time of application. It is recommended that the space is secured with long-term stable tenancy of 5 years or more. Exceptions will be considered on a case-by-case basis, but we prioritize supporting long-term secure space for the cultural sector
- Be committed to a respectful, equitable and accommodating workplace as demonstrated through your Human Resources values, principles, practices, and/or policies.
- Provide equitable access to a diverse public in practice and policy with Equity and Accessibility Planning Initiatives to address physical, cognitive, financial, linguistic, cultural,

social, and geographic barriers to participation for audiences and key contributors. See glossary for definition of Equity and Accessibility Planning Initiatives.

- Be in good standing with any previous or current grant from the City of Vancouver. If your organization has defaulted on a previous grant, please include an explanation of that default and resolution of any outstanding issues.
- Support is restricted to 1 year of space operational funding. Applicants are not eligible to apply for funding for more than 1 fiscal year at a time.
- If your space is used for multiple functions and/or disciplines (e.g., cultural centre, etc.), demonstrate that 50% or greater use of the space is dedicated for arts and culture purposes.
- Operational or administrative costs that are associated with space operating are eligible. Funding support for space operation costs for the current year (that exist prior to application deadlines) may be considered for support. Equipment may be considered if there is a demonstration that it improves affordable space access and provision.

Partnerships & Collaborations

The City of Vancouver encourages the creation of partnerships and collaborations (see Glossary for definition) that enable the continuity of equitable, accessible, sustainable, affordable arts and cultural spaces. Non-profit arts and cultural organizations applying in partnership or in collaboration with other nonprofits must designate one organization as the lead applicant. Applications submitted by arts and cultural non-profits (as lead applicant) in partnership with private/commercial entities working in the creative sector are eligible.

Applications should include the following:

- A Memorandum of Understanding (MOU) or Partnership Agreement (PA) between the partner organizations with clearly defined roles, responsibilities, and relationships.
- For non-profit/private partnerships, evidence that the partnership is appropriate and that the privately-operated facility is vital to the arts and cultural community.

What is Not Eligible for Affordable Spaces Grants?

Non-profit organizations that are not based in Vancouver and/or whose primary purpose or program activity is the provision of childcare, education, employment, health care, recreation, religion, social or sport are not eligible to apply for the Cultural Spaces Grant program. Non-profit organizations providing these other services may be eligible for community grants.

We do not provide Cultural Spaces grants for:

- Organizations that do not have arts and cultural mandates or whose activities do not meet the Cultural Spaces Program priorities (see page 2) and Eligibility criteria, or do not align with the Making Space for Arts and Culture directions of Reconciliation and decolonization; cultural equity and accessibility; and securing affordable, accessible, and safe cultural spaces.
- Residential housing
- Strategic planning, capital campaigns, fundraising or marketing activities. See Cultural Grants Program.
- Programming, including artistic research and/or creation. See Cultural Grants Program.
- Operations or administrative items that are NOT related to facility operations, such as: staffing costs (including training), tools, equipment (including computer software/equipment,) food and beverage. Some equipment may be considered (but is not a high priority) if there is demonstration that it supports affordable space provision.

Timing

- For the Spring (February/March) intake, applicants may apply for one Affordable Spaces grant (applications may allocate funds to a maximum of four (4) facilities.)
- Affordable Spaces grant funds must be spent in the organization's fiscal year specified in the application. Funds should not be deferred.

Assessment Criteria

Applicants are encouraged to provide sufficient details and context, along with enough information to address each of the criteria below. Applications will be evaluated using these criteria.

Prioritizing Equity-deserving Artists and Organizations

In order to balance funding investments to support organizations, projects and artists that reflect the diversity of Vancouver and the unceded ancestral lands of the xʷməθkʷəy̓əm, Skwxwú7mesh and səliłwətał Peoples, *Culture|Shift* aims to increase investment to equity-deserving artists and organizations who have been most impacted by structural racism and discrimination. Priority will be given to organizations representing equity-deserving artists and communities, and/or organizations who serve them. See glossary for Equity-deserving definition.

VISION & PUBLIC BENEFIT

Vision: cultural facility meets a current need and space provision is rooted in your organization's mission and/or long-term goals and is part of the organization's primary purposes. Priority will be given to organizations who have operated and provided arts and culture space use/access for at least one year.

Public Benefit: contributes to Vancouver's cultural ecology and reflect the Cultural Spaces grant program priorities built upon *Culture|Shift* and *Making Space for Arts and Culture* directions. Application aligns with the Affordable Spaces Grant goals of supporting facility operating costs for space operators who provide subsidized affordable cultural space for artists and/or cultural organizations. Note: Priority will be given to organizations that currently provide subsidized space to artists and/or other cultural organizations (outside of applicant's own primary programming use).

NEED & URGENCY

The proposal must demonstrate financial need and priority will be considered for urgent need. Organization demonstrates that funding is required in order to maintain affordability of space for community users; financial statements and budgets clearly show that affordable spaces funding goes directly to supporting affordability.

Priority will be given to organizations that:

- are in crisis, facing immediate loss of space, displacing artists and/or cultural organizations; and
- have few other means of generating income aside from ongoing sublease income, for example: artist studio and production and rehearsal space.

RECONCILIATION & EQUITY

Reconciliation & Decolonization: supports Reconciliation with xʷməθkʷəy̓əm, Skwxwú7mesh, səliłwətał Nations and Urban Indigenous communities by actively pursuing strategies to decolonize cultural space.

Equity: demonstrates, reflects and/or integrates principles of equity, accessibility, diversity and inclusion, including an understanding of the factors and elements required to make a space more inclusive and accessible to Vancouver’s diverse population.

ORGANIZATIONAL & FINANCIAL READINESS

Leadership: The organization demonstrates capacity to lead the organization and effectively operate and manage the cultural space, including sufficient human resources.

Financial: The organization demonstrates fiscal responsibility with respect to planning and/or operating budget and balances.

Funding: The organization has a realistic funding plan and demonstrates actions to seek a diverse range of financial support. City support is not guaranteed, and organizations are encouraged to explore alternate sources of revenue, including increased rental fees to private and/or for-profit users/events and/or other sources of funding or reduction of expenses, etc., in order to ensure ongoing affordable access to artists and/or arts organizations.

Notes for Applications

Operating Budget:

- Notable organizational surpluses or deficits should be addressed in notes to the financial statements, detailing how the surplus/deficit came to be and plans to address it.
- DO NOT Include your Capital grant (CIG or Small) requests in your operating budget for applicable year, in the “City of Vancouver (Cultural Spaces Grant request)” line.
- If you are also applying for a CIG or Small Grant, DO NOT include those project revenues and expenses in your Operating budget for the application year/s.
- Accumulated Surplus/Deficit for your most recent completed year should align with the financial statements (balance sheet) that you include and should increase or decrease with your current and next year’s budgets accordingly. If you have questions about this, please contact planners.

Application Process

1. **Contact Planners.** To ensure you are eligible and to access the Statement of Intent to Apply form, please read the Info Guide then contact us by February 21:
Diane Blunt diane.blunt@vancouver.ca 604-829-9307
Minna Schendlinger/ minna.schendlinger@vancouver.ca 604-873-7211.
2. **Complete and submit** Statement of Intent to Apply form by February 21, 2024.
3. **Complete and submit** an Online Application. If your proposal is eligible, you will be invited to submit an online application, due March 6, 2024. Be prepared to provide detailed information per the list below.

Required Documents for application**

- British Columbia Certificate of Incorporation *new applicants only*
- Confirm Society in good standing with BC Registry Services *note that organizations that are not in good standing will not receive payment until standing is resolved*
- Operating Budget – last actual, current, next for each facility requiring support
- Financial Statements signed by Board *note that Financial Statements should include a Balance Sheet, Income/Expense statement and detailed notes explaining financial position*
- Application approved by Board of Directors
- Lease Agreement (see eligibility)
- Partnership MOU/Letter of Agreement *if applicable*

- Current list of tenants/subtenants (including tenant details, rates, dates, etc.)

***include all materials in the “Attachments” tab of the online application portal – please do not submit materials separately from the portal.*

Review Process

1. Application Review

Eligible applications are reviewed by a committee. Committees may include peer reviewers such as other non-profit space providers or space professionals, and staff.

2. City Council Approval

Most committee grant recommendations require City Council approval and will be presented in a public report to Council.

3. Notification

For grants requiring Council approval, each applicant will receive a notice of the City Council meeting at which the grants will be considered. Following the City Council meeting, all applicants will be notified of City Council's decision. The report will be available on the City's website on the Council Meetings page. If Council approval is not required, applicants will receive notice from Cultural Services.

When the recommendations are approved by Council, applicants will receive a confirmation notification by email. Please retain this notification as your document of record for your auditor, if required.

Payment and Reporting

Payments will likely be disbursed in one payment following Council approval. A final report will be required following the end of the organizational fiscal year to which the funds were allocated per the application to account for the funds, and include information about facility square footage, number of artists and/or arts organizations served by the facility, and Board approved financial statements. The final report form will be available in VanApply. Please Note: Grant awards are paid by electronic funds transfer (EFT); new recipients will need to register on the City's Online Supplier Portal (Jaggaer) to receive payment. Funds can only be transferred into the nonprofit society account as approved by staff and, in most cases, Council. Recipients will receive email confirmation of transfer one business day in advance.

Terms & Conditions

Organizations awarded a grant will be required to agree to terms and conditions including:

- The information provided in the application, and related documents, is accurate and complete. Any significant changes to facility operating costs or tenancy as presented in the application must be discussed with the Planner/s.
- The organization receiving the funds is registered and in good standing as a non-profit society or a community service co-op with B.C. Registry Services of the Province of British Columbia, as a federal charity with the Canada Revenue Agency, or is a *xʷməθkʷəy̓ əm*, *Sḵw̓xwú7mesh* or *səlilwətał* First Nations Band Council or Urban Indigenous non-profit society with an independent, active governing body composed of volunteers (e.g. a Board of Directors/Council) ***Please login to your BC Registry Services account to verify your organization's status BEFORE you submit your grant application***;
- The City's support must be acknowledged in any promotions or public materials related to funded activities. Contact anthony.hoang@vancouver.ca to receive the City's logo electronically;
- The organization must keep proper accounts of all receipts and expenditures relating to the award to make available to the City upon request.

- Submission to the Planner, upon completion, a final report that includes a final budget signed by the board.

Final Notes

It is the applicant's responsibility to ensure that they have read, understood and responded to the application criteria and that all sections of the application are complete, and all supporting documentation is attached. Incomplete applications may not be forwarded for review. Applicants are cautioned that entering into contractual agreements or beginning projects before receiving written confirmation of a grant is at the applicant's own risk.

Confidentiality

All documents submitted to the Cultural Spaces Grant Program become the property of the City. The City will make every effort to maintain the confidentiality of each application and the information contained within, except to the extent necessary to communicate information to staff and peer assessment committee members for the purposes of evaluation and analysis. The City will not release any of this information to the public except as required under the Province of British Columbia Freedom of Information and Protection of Privacy Act or other legal disclosure process.

Online Grant Application System: VanApply

The City has replaced the pilot Grant Application system (vanculture.smapply.ca) with [VanApply](#). VanApply still uses the SurveyMonkey Apply platform, so many of the features of the pilot system will remain the same, and you can use your previous Login ID and Password. If this is your first application in VanApply, whether you had an account in the pilot system or not, please review all the materials here prior to logging in for the first time:

<https://vancouver.ca/peopleprograms/vanapply-online-grant-application-system.aspx>

Please contact planners with any questions or concerns about VanApply registration, login, and/or accessing the application.

Additional Considerations for Non-Indigenous Groups Proposing to work with Vancouver's Host Nations or Urban Indigenous Artists and Content

Your organization's activities take place on the unceded and ancestral territories of the xʷməθkʷəy̓əm, Skwxwú7mesh and səliłwətał Nations. Acknowledging what it means to be a guest on these lands and the actions you will take to respect local protocols is a necessary practice. In addition, if you are proposing to work with Indigenous artists or content, we ask that you consider and address the four themes below in your submission. The degree to which you have considered and addressed these themes will further inform assessment of your proposal.

1. Cultural Protocols – Vancouver Host Nations and Urban Indigenous people have diverse protocols that govern how cultural expressions and collaborations are developed, shared, and stewarded. Please describe how you will reach out to understand and respect the specific cultural protocols relevant to your collaborations with Indigenous communities, Nations, or individuals.

2. Consent, Credit, Leadership and Compensation – Please describe how you will ensure Indigenous artists, knowledge keepers, and other collaborators have given consent, are credited appropriately, and are in leadership positions in the development or co-development of the project. Describe how they are being compensated and resourced appropriately for their involvement.

3. Cultural Safety – Please describe how you will create or partner to create respectful and safe spaces, venues and programs where Indigenous people's work and wellness are not compromised by power imbalances, discrimination, stereotypes, and unconscious bias.

4. Sites of Cultural Significance – Applicants are advised that culturally-significant areas including Stanley Park, Locarno Beach, Vanier Park, or Jericho Beach and all waterfront sites will not be considered without demonstrated permission from all three xʷməθkʷəy̓əm, Skwxwú7mesh and səliwətaʔ Nations, and with their meaningful involvement. Refer to the Glossary section on Reconciliation and Decolonization for insights from the field.

Glossary & Resources

The terms provided here are definitions that have been drawn from *Culture|Shift* and informed by the community. They are not definitive and will continue to be modified to reflect current language and evolving forms of expression.

Reconciliation & Decolonization

Reconciliation is about building respectful relationships between Indigenous and non-Indigenous people. This includes recognition of Indigenous rights and titles, as well as restitution and redress for colonial harms. Colonialism has contributed to many forms of exclusion and erasure, limiting xʷməθkʷəy̓əm, Skwxwú7mesh and səliwətaʔ, and Urban Indigenous peoples' involvement in defining and shaping Vancouver. Arts and culture systems are still rooted in the ongoing legacies of colonialism – from policies that guide public art to the naming of places. Decolonization prioritizes Indigenous self-determination of leadership and land to address dispossession, cultural erasure, and denial of political governance.

Decolonization change processes related to arts and culture, involve developing practices that:

- Respect the authority and leadership of Indigenous nations and people and their role in broader decision-making processes that relate to their culture
- Support the cultural visibility of local nations throughout their unceded lands
- Support the cultural, political and economic advancement of Indigenous people
- Determine ways to redress dispossession and cultural erasure

Cultural Equity & Cultural Redress

As a principle, cultural equity promotes fair support for cultural work, so marginalized people can see their stories presented by artists who share their experience. As a practice, cultural equity identifies and addresses the systemic discrimination built into cultural norms and practices within art and culture institutions and systems.

The work of cultural equity is informed by racial equity lens. Racial equity recognizes that the systemic racism, anti-Black racism, and anti-Indigenous racism and the ways whiteness is positioned as the cultural norm have significant impacts. These impacts are larger than individual acts of racism based on consciously or unconsciously held beliefs of racial superiority. Like gender equity, racial equity approaches focus on specific, rather than 'one-size-fits-all' approaches and centres the experiences of Indigenous people, Black people, people of colour and racialized people.

Cultural redress initiatives attempt to repair the harms of systemic exclusion and discrimination, including dispossession of land, forced relocations, internment, race-based taxes, race-based refusal of asylum and immigration, racial segregation, and displacing or demolishing of racialized communities' neighbourhoods. The City of Vancouver has formally acknowledged and apologized for legislated forms of discrimination, such as colonial dispossession of the xʷməθkʷəy̓əm, Skwxwú7mesh and səliwətaʔ Nations, the Chinese Head Tax, internment and forced relocation of Japanese Canadians, the refusal of passengers on the Komagatu Maru, and urban planning regimes that displaced Black Canadians in Hogan's Alley.

Ableism – an ablest society is said to be one that treats individuals without disabilities as the standard, which results in public and private places and services, education, and social work

that are built to serve individuals without disabilities, thereby inherently excluding people with disabilities/disabled people.

Access – is the degree to which all people with a wide range of experiences can fully participate in activities. Access can include many dimensions of accessibility including physical, spatial, financial, linguistic, cultural, social, and geographic. Access measures might include reduced ticket pricing programs, transit vouchers and other transportation support, gender neutral and accessible washroom and change room spaces, translation services, active listeners, child care on site, space for spiritual and religious practices.

Accessibility – is a set of equity practices aimed at identifying and reducing barriers that people with disabilities and Deaf and Hard of Hearing people experience. Accessibility practices advance opportunities for creators with disabilities/disabled creators, Deaf/deaf or Hard of Hearing creators, and provide accommodations for people protected under the Charter of Rights and Freedoms as people with disabilities/disabled people and Deaf/deaf people. Accessibility practices can include accessibility consultants, American Sign Language (ASL) Consultants, ASL Interpretation, Vlogs, description, sighted guides, Relaxed Performances, companion seating and tickets, scent-free spaces. It can also include universal design or physical upgrades that allow for people with a wide range of mobility, cognitive and perceptual experiences to easily navigate the space.

Artist - is defined as someone that has an active artistic practice, is recognized by their peers, has specialized training in their practice (not necessarily in academic settings), seeks compensation for their work, and has a history of public presentation or production. It is a person who produces art, in any cultural form, including but not limited to studio and visual arts; performing arts, including theatre and dance; Indigenous arts; craft arts; community and/or social practice; Deaf, MAD and disability arts; literature and literary arts; music and sound; film and media arts; multidisciplinary practice.

Coast Salish Cultural Advisor(s) –

- are connected to the local Host Nations and holds cultural knowledge, lived experience, current relationships, and a vision for the future;
- bring an active and nuanced knowledge of protocols, traditional ceremony, and governance and applies this to the project to ensure culturally responsive planning (e.g. significance of the site and potential space, space planning, design, connections with local Host Nations and local urban Indigenous peoples, artists, performers, cultural organizations, programming, etc.);
- advance the responsibility of Reconciliation by shifting from the colonial state of erasure and silence to the decolonial state of increasing the visibility of xʷməθkʷəy̓ əm, Sk̓w̓xwú7mesh and səliwətaʔ cultural presence

Cultural Appropriation – when people take artistic or cultural works or practices from oppressed people without free and informed consent, due credit, and fair compensation.

Cultural Competencies – the understanding of the worldviews, beliefs, protocols, etiquette, and cultural practices that equip people to understand, design, collaborate, communicate and effectively interact with people across cultures in relevant and safe ways. Cultural competence encompasses: being aware of one's own world view; developing positive attitudes towards cultural differences; gaining knowledge of different cultural practices and world views; developing skills for communication and interaction across cultures.

Cultural Protocols – Indigenous people and Nations have diverse protocols that govern how cultural expressions and collaborations are developed, shared, and stewarded. Learning these protocols is the first step towards developing reciprocal relationships between non-Indigenous and Indigenous people as collaborators.

Cultural Safety – the presence of a respectful and relevant space or program where Indigenous peoples and equity-deserving communities' work and health are not compromised by power imbalances, discrimination, stereotypes, and unconscious bias.

Diversity – is the presence of difference. Diversity initiatives often look at whether leadership and artistic programs reflect the demographics of the communities they serve.

Equity – is the ongoing work to address the systems that privilege dominant groups and disadvantage equity-deserving groups. Cultural equity acknowledges that all people have rights to cultural expression and practice. Equity initiatives first identify the ways that discrimination and unconscious bias gets 'baked into' systems through policy, practices and programs and, together, create systemic discrimination. Systemic discrimination results in persistent disparities in compensation, funding, and exposure for equity-deserving groups. Equity can require different measures to create more fair conditions. Equity initiatives propose and resource actions that integrate equity into existing policy practice and programs as well as develop targeted funds and programs to support equity-deserving groups. An intersectional approach to equity acknowledges that where people experience multiple forms of discrimination, there are compounding effects.

Equity-deserving Groups– those that identify barriers to equal access, opportunities, and resources due to disadvantage and discrimination and actively seek social justice and reparation. These are cultural groups who through their mandate, programs and services are supporting artists and cultural organizations who may include but are not limited to: people who identify as Indigenous; Black people and people of African descent; people of colour and racialized people; disabled people and people who live with mental health challenges; Deaf and hard of hearing people; LGBTQ2+ and gender diverse people; low-income people; refugees, newcomers, and undocumented people; minority language communities; women and girls; and, youth and seniors.

Equity & Accessibility Planning Initiatives – the work to integrate proactive equity and accessibility measures to advance the leadership and practices of equity-deserving groups. Multi-pronged, holistic, iterative approaches that are well-resourced with the time, money, and leadership to succeed are more effective and may include:

- Commitments – mandates that explicitly name and prioritize advancing artistic or cultural work of equity-deserving artists and people, equity plans, decision-making frameworks, policies and plans for board/staff/artist diversity representation
- Operational Practices – board/staff/artists recruitment, proactive hiring, retention, promotion, succession; equity training – cultural protocols, anti-racism / anti-oppression, cultural competency, gender diverse inclusion; compensation parity; physical space audits
- Programmatic Practices – where the majority of resources and activities are dedicated to activities led by equity-deserving artists and cultural workers, leadership diversity, equitable compensation, ethical collaboration practices, intimacy plans and coordinators when performers perform romantic physical contact, practices to ensure informed consent, due credit, and fair compensation and preventing cultural appropriation
- Evaluation – systematic collection, disaggregation, and analysis of data to identify and address disparities, impact analysis, leadership accountability analysis.

Examples of Equity, Diversity, Inclusion, and Accessibility Practices from the field

Local knowledge: Implementing practices and programming that incorporate knowledge of historical, local, and systemic realities into their work, and prioritize ongoing engagement with community for feedback and future direction

Equity Practices integrated into operations:

- Equity in leadership: commitment to organizational leadership representative of the city, or representative of the specific group(s) it serves

- Equity targets: setting specific measurable representation goals
- Collaborations and partnerships: ongoing significant engagement with community members and other organizations across cultural differences
- Organizational development: dedicated work to build cultural competency and increase understanding around specific realities for marginalized communities in order to carve out space for their inclusion
- Accessibility and Access practices: Positioning accessibility and access as ongoing learning projects to reduce barriers along multiple dimensions of access
- Accessibility: incorporating physical, cognitive, mental health, and perceptual (auditory and visual) accommodation practices through direct engagement with communities of people with disabilities/disabled people and Deaf/deaf and Hard of Hearing people.
- Access practices: adoption of practices that address potential barriers to participation, including income; language; culture; age; gender identity; geography; chemical sensitivity; and childcare
- Compensation: Paying above sector standards, when possible, to address the high cost of living in Vancouver
- Artistic Programs: Resourcing and prioritizing artistic programs reflecting underrepresented experiences and voices, while avoiding limiting artists' work to the expression of these identities
- Audience and community programs: Including targeted programs, community-based or collaborative projects, mentorship programs, community outreach, and traveling programming

Inclusion – is the presence of meaningful contribution and influence in processes and projects. Inclusion is strongest when people have significant, ongoing roles in shaping decisions.

Intersectionality – is a concept that explores how people who experience multiple forms of discrimination experience compounding impacts. For example, a queer, black woman who uses a wheelchair will experience the compounding effects of racism, sexism, homophobia, and ableism. An intersectional approach examines how different forms of discrimination interact and designs equity measures accordingly.

Lived Experience – is the knowledge and understanding you get when you have lived through something, through direct personal participation and observation and first-hand knowledge and contact. People's everyday lives gives them direct, first-hand knowledge of their own cultural context and experiences of structural discrimination which provide cultural competency and valuable professional knowledge and skills.

Partnerships - Partnerships for the purpose of COV Cultural Spaces grants is defined as two Non Profit Arts & Culture organizations co-leading a mutually beneficial planning or infrastructure project.

Reciprocal Relations – is a sustained engagement between people, communities or cultures that is positive, valued, balanced, and mutually supportive where they work together towards common interests and outcomes. With *xʷməθkʷəy̓əm*, *Sḵwxwú7mesh* and *səlilwətał* Nations, it ensures their People are active participants in the social, economic, cultural, and political activities that take place on their lands by building strong relationships based on trust, mutual respect and benefit.

Respectful Workplace – where policies and practices are in place (e.g. anti-harassment, antidiscrimination, anti-racism) to maintain a workplace environment where employees are treated fairly, difference is acknowledged and valued, communication is open and civil, conflict is addressed early, and there is a culture of empowerment and cooperation. Provincial regulations are outlined in the B.C. Human Rights Code and WorkSafe BC.

Tokenism – the practice of making only a perfunctory gesture or symbolic effort to do a particular thing, especially by recruiting a small number of people from underrepresented groups in order to give the appearance of fairness or equity.

Resources – In Support of Culture|Shift

The City of Vancouver’s Equity Framework

<https://council.vancouver.ca/20210720/documents/p1.pdf>

The City of Vancouver’s Accessibility Strategy – Phase 1

<https://council.vancouver.ca/20220719/documents/ra-plainlanguage.pdf>

City of Reconciliation Vision and Goals

<https://vancouver.ca/people-programs/city-of-reconciliation.aspx>

Vancouver Park Board report prepared by Kamala Todd, Nov. 2016

Truth-Telling: Indigenous Perspectives on Working with Municipal Governments

United Nations Declaration on the Rights of indigenous Peoples (UNDRIP)

https://www.un.org/esa/socdev/unpfii/documents/DRIPS_en.pdf

Towards Braiding

- For organizations starting this journey

<https://decolonialfuturesnet.files.wordpress.com/2019/02/towards-braiding-handout-1.pdf>

- Mis-steps on the path to braiding: opening conversations about inappropriate and appropriative engagements

<https://decolonialfuturesnet.files.wordpress.com/2019/02/towards-braiding-handout-2.pdf>

First Peoples’ Cultural Council – Working with Elders <https://fpcc.ca/resource/working-with-elders/>

Indigenous Arts Protocols – Ontario Arts Council

<https://www.youtube.com/watch?v=c6VuHJi6O0Q&feature=youtu.be>

Indigenous Community Resources <https://vancouver.ca/people-programs/indigenous-communities>

Guide to the Canadian Charter of Rights and Freedoms <https://www.canada.ca/en/canadian-heritage/services/how-rights-protected/guide-canadian-charter-rights-freedoms.html>

Respectful Workplace in the Arts (Canada Council and Cultural Human Resources Council)

<http://respectfulartworkplaces.ca/>

Accessible Events Checklist and Resources

<https://vancouver.ca/people-programs/accessible-events-checklist-and-resources.aspx>

For organizations seeking to make their events more accessible and welcoming to all Vancouverites

RESOURCES – OTHER CIVIC GRANT AND SUPPORT PROGRAMS

Transit Shelter and Video Screens Outdoor Promotional Programs

<https://vancouver.ca/people-programs/video-screen-advertising-program.aspx>

For organizations looking for a high-profile way to promote their events.

Free Support for City-wide Poster or Brochure Distribution

<http://vancouver.ca/people-programs/advertising-for-arts-culture-non-profit-groups.aspx>

Cultural Grants Programs

<https://vancouver.ca/people-programs/cultural-grants-program.aspx>

For organizations requesting support for a wide range of arts and cultural activity in Vancouver.

Communities and Artists Shifting Culture (CASC): Cultural Projects Grants Program

For organizations supporting a wide range of short-term, one-time, or limited series of arts, cultural, and creative projects.

Cultural Operating Funding – Annual (COFA)

Core funding support for professional non-profit arts and cultural organizations to develop, create, produce, present, and disseminate artistic work or provide professional services or space in an artistic discipline.

Theatre Rental Grants

<http://vancouver.ca/people-programs/theatre-rental-grant-program.aspx>

For organizations requesting subsidized access to civic performance venues including the Orpheum, Annex, Queen Elizabeth Theatre and Vancouver Playhouse.

Other Civic Theatre Grants <https://vancouvercivictheatres.com/about-us/grants/>

For organizations seeking subsidized access to ancillary spaces at the Civic Theatres.

VIVA Vancouver

<http://vancouver.ca/streets-transportation/reducing-cars-on-city-streets.aspx>

For organizations to transform road spaces into vibrant people spaces.

Greening Your Event

vancouver.ca/doing-business/greening-your-event

For organizations seeking to minimize their event's environmental impact: tools, tips or equipment.

Arts Event Licence

<http://vancouver.ca/doing-business/arts-event-licence.aspx>

For organizations hosting pop-up events in unconventional spaces. One application, one licence, one low fee.