

## Application and guidelines

# Indigenous Artists and Cultural Carriers Micro-Grant

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Read the application guidelines carefully for details about eligibility, the purpose of the program, and how to apply.

You are encouraged to contact the Indigenous Outreach Liaison for information or assistance.

Be sure the proposal includes all the required information: fill in all sections of the forms and use the checklist to confirm that you are preparing a thorough proposal.

**Deadline: Applications are accepted throughout the year**

## **What is the Indigenous Artists and Cultural Carriers Micro-grant?**

This funding program is for Indigenous artists, arts workers and cultural carriers who are looking for small amounts of funding to help them achieve a goal. Individuals at any stage of their creative paths are invited to apply.

Applicants can ask for any amount from \$100 to \$5,000.

This is a great opportunity for those who have never received funding before, especially those who may find the funding world intimidating. The Indigenous Outreach Liaison is available to answer questions or help prepare your application.

This micro-grant will provide quick responses to allow creatives to take advantage of opportunities.

The funding program is a shared initiative between the Government of Yukon and the Canada Council for the Arts. The partnership comes from a shared desire to develop new ways of supporting Indigenous artists, arts workers and cultural carriers that is for the North, by the North, with strong Indigenous leadership and impact.

### **Objectives**

The objectives of the Indigenous Artists and Cultural Carriers Micro-grant are to:

- Provide access to funds for projects and activities that further artistic or professional development or increase participation in the creative and cultural industries.
- Improve accessibility to funding for first-time applicants, as well as emerging artists and cultural carriers.
- Support Yukon Indigenous arts at any stage of a project or activity, including idea development, creation, production, promotion, distribution, and archiving.

### **Outcomes**

- Increased support and opportunities for Indigenous artists, arts workers and cultural carriers;
- More equitable access to, and representation in, project funding for Indigenous artists, arts workers and cultural carriers in the Yukon so that they may share their stories, knowledge and traditions;
- Contributing to Truth and Reconciliation through promoting Indigenous arts and culture and amplifying their voices locally, nationally, and internationally;
- Attaining the vision of the Creative and Cultural Industries Strategy: “the Yukon’s dynamic and diverse creative and cultural sector contributes to positive social outcomes and economic sustainability and is valued locally, nationally and globally.

### **Eligible applicants**

This fund will prioritize requests from applicants in the following order:

1. Emerging and established Indigenous Yukon artists and cultural carriers from Yukon First Nations who live in the Yukon.
2. Emerging and established Indigenous artists and cultural carriers who have lived in the Yukon for one continuous year at the time of application.
3. Emerging and established Indigenous artists and cultural carriers from Yukon First Nations who have previously lived in the Yukon, are Canadian residents, and maintain ties to the territory.

This fund is for individual applicants. Applicants from collectives (two or more people collaborating on an activity) will be accepted, provided all members of the group meet the eligibility criteria listed above.

### **Ineligible applicants**

- Individuals under the age of 16;
- Applicants who submit more than one application at a time;
- Applicants who have overdue reports for any previous Yukon government arts funding;
- Applicants with incomplete information in their submission; and
- Non-profit societies, businesses, governments and other group organizations.

### **Eligible activities**

The Indigenous Artists and Cultural Carriers Micro-grant is designed to support a variety of creative and cultural projects and activities. We encourage potential applicants to contact the Indigenous Outreach Liaison to discuss the proposed activity.

Some examples of activities include:

- Creating new work, including art supplies;
- Mentorships with established artists or knowledge keepers;
- Attendance at workshops, conferences, craft fairs or arts events;
- Travel within and outside the territory for professional or artistic development and opportunities;
- Podcast projects;
- Business plans, with a priority on emerging artists;
- Activities that build partnerships between the creative and cultural industries and the business sector; and
- Preparation for selling work (i.e. preparing displays for artwork sale).

### **Ineligible activities**

- Large capital purchases. Some examples include vehicles, building construction, real estate, heavy machinery, and any capital purchase not directly related to the creative and cultural product or arts activity;
- Activities where the applicant is already receiving other arts funding for the project;
- Projects and activities that take place prior to the application submission;
- Fundraising activities, awards, sponsorships, or re-funding activities;
- Religious activities, such as worship, or religious instruction;
- Projects that promote hatred or intolerance;
- Activities that contravene territorial or federal law; and
- Payment of taxes owed by an individual or organization

### **Funding guidelines**

There are two tiers of funding available. Funding can cover 100% of eligible expenses.

Tier 1: Under \$1,500    Tier 2: \$1,501 to \$5,000

We can only provide funds up to the amount requested in the proposal. We cannot supplement shortfalls for unexpected expenses and/or increased costs.

## **Intakes**

The Indigenous Artists and Cultural Carriers Micro-grant has a rolling monthly intake. Applicants can submit an application at any time. Applications received after the 21st day of the month may be considered in the following month's intake.

### **Note:**

- A minimum of \$12,500 is available each month;
- Applications will be accepted on an on-going basis throughout the year, but applications must be made before the activity starts;
- Funding cannot be used for costs occurring before the date of application;
- Applicants can receive funding through this program for more than one project at a time;
- For 2022/23, applicants are generally limited to a maximum of \$5,000 in funding over one fiscal year. In 2023/24, applicants are limited to a maximum of \$10,000 in funding over one fiscal year; and
- Applicants to Tier 1 will be notified of the result within five working days and can expect their first payment within 5-6 weeks after the application date. Applicants to Tier 2 will be notified within 10 working days and can expect their first payment within 6-7 weeks.

## **Payments**

Each successful application will be required to enter into and sign a funding agreement with the Government of Yukon. The agreement will detail the activities that are approved for funding and the terms and conditions of that funding.

Approximately 90% of the approved funding will be advanced to the applicant after the project funding agreement is signed with the Yukon government. The remaining 10% of the funding will be held back until the final project report has been submitted.

Any funds received by the applicant but not spent on an approved activity must be repaid in full to the Government of Yukon.

## **Reporting requirements**

The Indigenous Outreach Liaison is available to help with reporting, if needed. Reporting is due within 60 days of the conclusion of the funded activity.

All funding recipients shall provide a final report that includes:

- Completed Budget Page with final expenses and revenues, signed and dated;
- a completed questionnaire; and
- a photo of the activity, if possible.

## **Application requirements, assessment and approval process**

All submissions must include a completed application form.

Support letters can be included, but are not required.

Arts advisors will assess the applications against the program's eligibility, requirements and objectives. Applications will be assessed on the potential impacts and benefits of the activity, not on artistic excellence.

**For information and help preparing an application:**

Tamika Knutson, Indigenous Outreach Liaison, Arts Section, Department of Tourism and Culture

Phone or text: (867) 333-5602

Email: [artsfund@yukon.ca](mailto:artsfund@yukon.ca)

**To submit an application:**

Arts Advisor, Arts Section, Department of Tourism and Culture

Phone: (867) 332-6543

Email: [artsfund@yukon.ca](mailto:artsfund@yukon.ca)

In person: 100 Hanson Street, Whitehorse (Visitor Information Centre)

Mail: Box 2703 (L-3), Whitehorse, Yukon Y1A 2C6

Fax: 867-393-6456

We encourage applicants to contact the Indigenous Outreach Liaison prior to applying. They are available to assist you.

**Application checklist**

Ensure that your application includes:

- ☐ A completed and signed cover sheet
- ☐ A completed application, including the Budget Page

You may also include (though not required):

- ☐ The optional self-identification survey
- ☐ A completed application, including the Budget Page

**All fields with an \* are mandatory**

Name of activity*		
One-sentence description of activity*		
Preferred name		
Legal name of applicant*		
Applicant entity (check one):* <input type="checkbox"/> Indigenous Yukon artist or cultural carrier from a Yukon First Nation who lives in Yukon <input type="checkbox"/> Indigenous Yukon artist or cultural carrier who has lived in Yukon for one continuous year at the time of application <input type="checkbox"/> Indigenous artist or cultural carrier from a Yukon First Nation who has previously lived in Yukon, is a Canadian resident, and maintains ties to the territory		
Members of collective (if applicable):		
Email*	Phone*	
Mailing address*	Town/city*	Postal code*
Physical address (if different from mailing address):		
Contact person, if different from above		
Amount of funding requested*	Total budget of activity*	
Project start date* YYYY/MM/DD	Project end date* YYYY/MM/DD	
<b>Declaration of applicant</b>		
We are submitting this application for the purpose of obtaining financial assistance from the Government of Yukon. The statements herein and in all further submissions in regard to this application are, to the best of our knowledge, true and correct. We submit that, to the best of our knowledge, all aspects of this proposed project will be in compliance with existing municipal, territorial and federal codes, guidelines and laws. We commit to provide a safe and healthy workplace free from harassment, bullying, abuse and discrimination of any kind. We agree to allow representatives of the Government of Yukon access to the site and premises of the project described in this application, to inspect the books and records, to make inquiries and credit checks, and to obtain all pertinent information necessary to evaluate this application. We understand that all or part of this application may be made available to the public in accordance with the <i>Access to Information and Protection of Privacy Act</i> . We declare the applicant owes no debt to the Government of Yukon.		
Signature:		Date YYYY/MM/DD



Canada Council  
for the Arts

Conseil des arts  
du Canada

INDIGENOUS ARTISTS AND  
CULTURAL CARRIERS MICRO-GRANT PROGRAM  
**APPLICATION - CRITERIA**

Preferred name

Legal name of applicant\*

Name of activity\*

Has the applicant previously received arts funding from Yukon government?

☐ Yes - when? YYYY/MM/DD ☐ No

Has the applicant previously been funded through the Indigenous Artists and Cultural Carriers Micro-grant program?

☐ Yes - when? YYYY/MM/DD ☐ No

Briefly describe your activity, including the goals and benefits and if this project is time sensitive (max 200 words)

**If you are requesting more than \$1,500, answer the following questions. Max 200 words each.**

**If you are requesting \$1,500 or less, skip to Budget section.**

Describe the communities engaged and impacted. This could include communities outside Whitehorse, or other communities (including, but not limited to, equity-deserving communities such as racialized, LGBTQ2S+, youth, etc.).

How is your activity a unique opportunity? A unique opportunity is a chance to create or present or promote your work, a chance to do something that is exceptional and that may open doors for your work in the future.

**Answer one or more of the following questions (max 200 words each):**

a. How will this activity help your artistic development?

b. How will this activity help your professional development, and/or provide future economic opportunities?

c. How will this activity contribute to the growth and development of the creative and cultural sector in the Yukon?



**Project budget for**

Fill in the budget lines that apply to your activity. The Indigenous Artists and Cultural Carriers Micro-grant can fund up to 100% of eligible project expenses. Provide the 'Budgeted Costs' now. Fill in the 'Final Costs' column once your activity is completed.

Expenses (ex: artist fees, materials, venue costs, rental expenses, travel, etc)	Budgeted costs (application)	Final costs (final report)
<b>Total expenses:</b>		
Revenues (ex: other funding, sponsorship, applicant contribution, etc)	Budgeted costs (application)	Final costs (final report)
<b>Request to Indigenous artists and cultural carriers Micro-grant.</b> The amount requested is the maximum amount that can be funded.		
<b>Total revenues:</b>		
<b>Net (revenues - expenses = should be \$0)</b>		
Total final expenses	Total final revenues	

**Budget notes (if any):**

Applicants may choose to share the following information. This will help us evaluate the funding program against the stated objectives, which include ensuring that it reaches and prioritizes applicants from equity-deserving communities. We may also consider this information in the assessment of your application, given that there is a priority to support equity-deserving applicants. This information will remain anonymous. You may choose to answer all or some of the questions below.

**This survey is optional for all applicants**

<p>Do you identify as one of the following:</p> <p><input type="checkbox"/> First Nation: _____</p> <p><input type="checkbox"/> Canadian indigenous ancestry</p> <p><input type="checkbox"/> Inuit</p> <p><input type="checkbox"/> Metis</p>
<p>Do you identify as a member of a culturally-diverse community? This could include communities based on race, ethnicity, sexual orientation or identity, physical abilities, etc.</p> <p><input type="checkbox"/> Yes Specify: _____</p> <p><input type="checkbox"/> No</p>
<p>How old are you? <input type="checkbox"/> 16-29 <input type="checkbox"/> 30-45 <input type="checkbox"/> 46-64 <input type="checkbox"/> 65+</p>
<p>How do you describe your gender?</p>
<p>What is your country of birth?</p>
<p>If you were born outside Canada, when did you arrive in Canada?</p>
<p>What languages do you speak at home?</p>
<p>What is your first language?</p>
<p>What is your highest education level?</p> <p><input type="checkbox"/> Elementary school</p> <p><input type="checkbox"/> Some high school</p> <p><input type="checkbox"/> High school diploma</p> <p><input type="checkbox"/> Undergraduate degree</p> <p><input type="checkbox"/> Graduate degree</p>
<p>What is your personal income level?</p> <p><input type="checkbox"/> below \$20,000</p> <p><input type="checkbox"/> \$20,000-\$49,999</p> <p><input type="checkbox"/> \$50,000-\$74,999</p> <p><input type="checkbox"/> \$75,000 and above</p>
<p>Is your primary source of income derived from:</p> <p><input type="checkbox"/> Creative and cultural sector</p> <p><input type="checkbox"/> Outside the creative and cultural sector (specify): _____</p>