

# GUELPH ARTS COUNCIL YOUTH OPPORTUNITIES AWARD

## Terms of Reference

Guelph Arts Council's Youth Fund was initially established as a result of the financial success of Youth in Performance presentations that Guelph Arts Council sponsored between 1980 and 1990. Additions to the fund were made over the years, and awards were extended to graduating Guelph high school students in recognition of talent, excellence and creativity in the visual or performing arts. In 2005, the awards program was discontinued and Guelph Arts Council began to assess how best to support youth in the arts. At the same time, in order to get the best return on investment, the capital of the fund was turned over to The Guelph Community Fund to manage.

Commencing in 2009, through funds generated from the Guelph Arts Council Youth Opportunities Fund at The Guelph Community Foundation, Guelph Arts Council offers an award(s) that will initiate, enhance or expand opportunities for children and youth to experience or become engaged in the arts.

### Eligible applicants

1. Any local artist or not-for-profit group that proposes to offer a program that will *initiate, enhance or expand opportunities* for children and youth under age 25 to experience or become engaged in the arts in Guelph or Wellington County. Groups could include established arts organizations, neighbourhood groups, community groups, multicultural groups, educational institutions, student groups.
2. Any local youth who proposes to develop a program that will *initiate, enhance or expand opportunities* for children and youth under age 25 to experience or become engaged in the arts in Guelph or Wellington County.

For #1 above, preference will be given to applicants who have a proven record of being able to effectively initiate, enhance or expand programming to a youth audience, or who are associated with an organization or institution whose mandate includes the arts and youth development. Partnerships will be encouraged.

### Eligible projects

Projects should respond to identified gaps or needs in the community and offer evidence that they will truly initiate, enhance or expand opportunities for children or youth to experience or become engaged in the arts in Guelph or Wellington County.

Projects should also be innovative, original and creative.

Please note that the following will **not** be considered for an award:

- past opportunities for children or youth or those that occur before award decisions are made
- operating expenses for existing programs
- programs that have a sectarian, religious or political purpose
- fundraising activities
- renovation or capital costs

**How the Award will be Determined**

Each year, Guelph Arts Council will appoint a Youth Awards Panel to review applications. The panel will consist of three to four individuals, representing the following categories as available:

- local youth
- local arts community
- Guelph Arts Council
- Guelph Community Foundation

**Amount of the Award**

The amount of the award(s) will vary depending upon income generated by the Guelph Arts Council Youth Opportunities Fund at The Guelph Community Foundation as well as possible award sponsorships that might be received during the year. The amount will be published as far in advance of the application deadline as possible. For 2018, up to \$500 may be available for awarding to one or more applicants, at the panel's discretion.

**How to Apply**

Applicants must complete the required application form available in two versions: (i) *online form* or (ii) *paper form*, both of which can be accessed from the [guelpharts.ca](http://guelpharts.ca) website (under Resources). Paper forms are also available from the Guelph Arts Council office. References will be requested.

**Deadline for Application**

Applications must be received **no later than Thursday, November 15 at 5:00 p.m. for paper applications and 11:59 p.m. for online applications**. Decisions will be made and awards announced before the end of the year.

**Term and Conditions**

- If an award recipient is under the age of 18, a teacher, mentor or other adult will be asked to sign a letter of agreement with Guelph Arts Council.
- Award recipients will be asked to acknowledge the support of the Guelph Arts Council Youth Opportunities Award in any publicity related to their project.
- Award recipients will be asked to submit to Guelph Arts Council a **one-page report** within two months of the completion of their project.

**More Information**

Guelph Arts Council  
10C Shared Space, 42 Carden Street  
Guelph, Ontario N1H 3A2  
Phone: 519-836-3280 Email: [administration@guelpharts.ca](mailto:administration@guelpharts.ca)  
Web: [www.guelpharts.ca](http://www.guelpharts.ca)

**GUELPH ARTS COUNCIL YOUTH OPPORTUNITIES AWARD**

**Application Form**

Applicant's Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ (postal code)

Phone (H) \_\_\_\_\_ (B) \_\_\_\_\_ Email \_\_\_\_\_

Website (if relevant) \_\_\_\_\_

Contact Person (if group, give name / title) \_\_\_\_\_

**BACKGROUND**

Provide a **brief overview** of your or your group's overall goals, your history, and your record of initiating, enhancing or expanding programs / services for a youth audience. *If you are applying as an individual, please also attach a brief résumé or CV.*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PROJECT DESCRIPTION**

1. Briefly **describe the project** for which you are requesting funds, including what specific activities are proposed and who will be involved in the project.

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\_\_\_\_\_  
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\_\_\_\_\_

2. If you have **project partners** or are associated with other organizations or institutions, identify **who** they are, their **background** and the **role** they will play.

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3. Identify the **gaps or needs** in the community to which your project will respond. Include who / what **age** of children or youth will benefit; and how your project will **initiate, enhance, or expand opportunities** for children or youth to experience or become engaged in the arts in Guelph or Wellington County. Also highlight any original or innovative aspects of your project.

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4. Clearly specify the **timeline** for your project. Include start / finish dates / key milestones.

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5. Attach a project budget, clearly listing the **costs** you expect to incur in the course of your project as well as **any confirmed or potential sources of revenue**. Try to be specific about the impact that award funds might have on your project, including how you will cover any costs not covered by the award amount. Any additional notes on your budget may be included below or with your attached budget.

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6. Please provide **two references** who can speak to your or your group’s achievements and ability to carry out a project such as the one you are proposing, as well as the relevance or importance of your proposal. Please include complete contact information (address, phone, email) and indicate their relationship to you or your group (teacher, mentor, colleague, etc) and why you have selected them as references.

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PLEASE NOTE:

- *If an award recipient is under the age of 18, a teacher, mentor or other adult will be asked to sign a **letter of agreement** with Guelph Arts Council.*
- *Award recipients will be asked to **acknowledge the support** of the Guelph Arts Council Youth Opportunities Award in any publicity related to their project.*
- *Award recipients will be asked to submit to Guelph Arts Council a **one-page report** within two months of the completion of their project.*

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

***Please submit online as directed or deliver your application no later than November 15 to:***  
Guelph Arts Council  
10C Shared Space, 42 Carden Street  
Guelph, Ontario  
N1H 3A2