

**Department of Culture
Ministry of Youth, Sports & Culture
CULTURAL GRANTS**

NEW GRANT POLICIES

The Ministry of Youth Sports and Culture, through the Department of Culture, in its Budget allocation provide Cultural Grants Funding for Cultural Organization, Individual Artist and Organizations under taking cultural activities that benefit the Bahamas.

The Department of Culture takes a broad view of Cultural activities includes the following categories for grant consideration:

- 1) Performing Arts – Music, Dance & Theatre
- 2) Visual Arts -Sculptures, Paintings, etc.
- 3) Literature/Publications – Books, Magazines etc.
- 4) Film/Cinematography
- 5) Audio/Visual Productions
- 6) Digital Arts – Photography
- 7) Craft – Straw Work, Jewellery Making etc.
- 8) Architecture
- 9) History and Heritage Research
- 10) Culinary Arts
- 11) Cultural Workshops
- 12) Exhibitions
- 13) Fashion
- 14) Music Production – CD's, Concerts etc.
- 15) Cultural Exchange Programs
- 16) Festivals/Public Celebrations- Home Comings, Junkanoo Events etc.

Cultural Grants Policy – Statement of Purpose

The Ministry/Department of Culture identifies the value of culture and recognizes that countries which nurture creativity and encourage cultural activity results in greater social cohesion and economic development. We encourage persons to challenge, inspire and engage residents, workers, visitors, businesses and communities in cultural endeavours that will enhance the people and place of The Bahamas.

Objectives

- 1) To enable our citizens and visitors to participate in and enjoy the widest cultural experience, including targeting invitations to combat social exclusion.

- 2) To recognize and promote the importance of culture in the development of children and young people, and that cultural activities contribute to lifelong learning
- 3) To support and develop those cultural activities that enrich and extend personal and community engagement, especially those which celebrate individual and community identities.
- 4) To encourage the highest standards of creativity and excellence in all aspects of cultural activities.
- 5) To foster partnerships with organizations working in culture industries, or support cultural activities such as universities, colleges, art companies, museums, galleries etc.
- 6) To develop lively and sustainable cultural industries, creative spaces, employment and infrastructure, including preserving and celebrating Bahamian Heritage.
- 7) To promote locally and internationally the expression of the Bahamian cultural identity and to recognize the reciprocal benefits of international cultural exchanges.

DEFINITIONS

GRANTS

Grants are defined as funds awarded to cultural organizations, groups or individual artists to assist with their cultural projects or undertakings, where the Ministry/Department of Culture receives only acknowledgement as a grant giver.

ANNUAL GRANTS

Annual grants are issued once per year to approved organizations who have registered with the Department of Culture.

ONE TIME GRANT ASSISTANCE

One time grant assistance provides support to individuals and organizations requesting a grant to assist in the delivery of a singular cultural project.

Grants Selection Criteria

There are four (4) categories of support for cultural activities:

- 1) Artistic Development
- 2) Programmes – Community Development
- 3) Festivals/Public Celebrations
- 4) Publications

Priority will be given to projects which will help the Ministry/Department of Culture further its aims and objectives.

Artistic Development Grants

Support grants will be awarded for artistic development in the form of new productions, creative spaces, exhibitions, events, creative development and innovative projects that demonstrates excellence in content and delivery. Category criteria guidelines are as follows:

- 1) Partnerships with other major cultural organizations, Government and Corporated partners in providing funding for projects.
- 2) Projects that provide an international cultural profile of the Bahamas.
- 3) Projects that are presented at a standard that is worthy of export.
- 4) Projects that provide a platform for the Bahamas to present
 - 1) internationally recognized works and artist.
 - 5) Projects that showcase Bahamian handicrafts.
 - 6) Projects that contribute to a vibrant cultural and community life in the
 - 2) Bahamas.
 - 7) Projects that has excellence in content and professional delivery.
 - 8) Projects which showcases innovation and creative artistic development.
 - 9) Projects that demonstrate commitment of community participation.
 - 10) Projects that are geared towards the creation of employment and career opportunities for artist and arts practitioners.
 - 11) Projects which centred around the development of spaces for art practitioner's to or creative, interpret and present work.
 - 12) Community Cultural Grants

The Ministry/Department of Culture recognizes that the arts and cultural projects can provide significant social capital, contribute greatly to the community wellbeing, and enhance skill development. Participation in cultural activities can reduce isolation, encourage community participation and provide opportunities for all members of the community to articulate and express their life experiences, aspirations and visions.

Specific guidelines for this Category:

- 1) There should be measurable benefit back to the specific communities, building a greater sense of community and providing new or supporting existing cultural resources.
- 2) Emphasis on community participation and social inclusion.

- 2) Development of Cultural programs to build knowledge and skills in the community.
- 3) Provide opportunities for new audiences to be exposed to the cultural life of the Bahamas or the particular community.
- 4) Demonstrate the unique qualities of a community or Island activity, with such festivals.
- 5) Demonstrate excellence in content and delivery.
- 6) Showcase creative development and innovation.

Festivals/Public Celebrations

This area is divided into five (5) categories and applicants must register with the Department of Culture before requesting a grant.

1. Home Coming Festivals
2. Theatre Festivals
3. Community Festivals
4. Film Festivals
5. Junkanoo Events

Grants in this category will only be awarded with the surety that only Bahamian music will be played during the festival/public celebration.

Publication Grants

The Ministry/Department of Culture in order to compliment the work of historians, authors and storytellers, provides grants to assist with the cost of publications. For the purpose of this Grant Program, Publication "is defined as being in the form of a printed document (or documents) or in an electronic format that is book-like as required to receive a grant.

Applications can be made only to assist with the cost of Publication. It is expected that the funds provided are a contribution to the publication cost only, not the full costs. Applications can only be assessed on submission of a final manuscript. Applications will not be accepted for in-complete works.

Applications will be assessed according to the following criteria:

- 1) The overall content of the proposed publication
- 2) Originality for New Historical Research
- 3) The quality of the content, research and writing style.
- 4) The quality and format of the publication
- 5) The capacity of the applicant to complete the project and ensure publications.

Program Specific Eligibility and Selection Criteria

- 1) Applicants must be a citizen of the Bahamas
- 2) Individuals or Community Organizations may apply but must provide supported documentation to legitimize their request.
- 3) Applications submitted by Individuals or Cultural and Community

Organizations must have the following:

A. Budget

B. Clear Objectives and

C. Must indicate their preparedness to meet the agreed accountability requirements.

- 4) Applicants can only apply once per financial year and may only receive funding through this grant program in that financial year.
- 5) Funding for singular projects and annual projects will not be granted.

Auspice

Under most of the Ministry/Department of Culture Grants Programs, only organizations that are legal or established registered entities with the Ministry are eligible for funding. This is because it is the requirement for the Ministry to enter into a funding agreement with such an entity.

This means that individuals, partnerships, groups and unincorporated organizations seeking funding must apply for funding under incorporated or established registered entities with the Ministry. It is the requirement for the Ministry to enter into a funding agreement with such entities.

The role of an auspicating organization is to take responsibility, for the Ministry's/Department of Culture's funds and to provide project management assistance to those being auspicated and keep financial records on the funded project for acquittal purposes.

This arrangement is used to ensure that there is monitoring of the management of the finances and the maintenance of proper financial records, and in turn it will assist the Ministry to meet its audit requirements. Auspices are required to:

- 1) Fill out the grant request application three (3) month prior to the start of the project.
- 2) Enter into a written grant funding agreement with the Ministry/Department of Culture.
- 3) Accept grant funds
- 4) Monitor the use of the funds to ensure compliance with the grant funding agreement.

- 5) Ensure the funding is acquitted to the Ministry/Department of Culture at the completion of the project or event.

Types of Grants Issued

1. Annual Grants -applications are accepted once per year.

Types of Annual Grants:

Festivals/Public Celebrations:

- 1) Local Community Festival Grants
- 2) Major Cultural Festival Grants

2. One Time Grant Assistance -

Grants are not recurrent and a maximum amount of \$5,000.00 is available to any applicant in any financial year. It is expected that applications will provide evidence towards the proposal cost.

Types of One Time Grants Awarded:

- 1) Performing Arts Grants
- 2) Visual Arts Grants
- 3) Literature/Publications Grants
- 4) Film/Cinematography Grants
- 5) Audio/Visual Production Grants
- 6) Digital Arts Grants
- 7) Craft Grants
- 8) Architectural Grants
- 9) History and Heritage Research Grants
- 10) Culinary Arts Grants
- 11) Cultural Workshops and Conference
- 12) Exhibitions Grants
- 13) Fashion Grants
- 14) Music Production
- 15) Cultural Exchange Program Grants

The Fixed allocations for the various types of Grants can be found in Appendix II.

Assessment Process

- 1) An application must be submitted for all grant requests
- 2) All applications must be accompanied by the following document copies in order to be accepted:

- Photo of applying individual
 - Valid Business License or Valid Not for Profit Status
 - Bank Statement or Postal Address Verification
 - National Insurance Card for both individual and organization
- 3) Grant Applications must be submitted three months in advance of program date
 - 4) All grants applications received by the Ministry/Department shall be assessed by an in-house / Ministry/Department panel of at least three (3) persons, headed by the Director of Culture.
 - 5) Recommendations for all cash grants of \$1,000.00 or over shall be presented to the panel for recommendation for approval of the grant by the Permanent Secretary/Minister.
 - 6) Persons who are selected to sit on the panel must have the skills and professional expertise that adds beneficially to the assessment process.

APPENDICES

Appendix I

Procedures

Cash and Value In Kind

The Ministry/Department of Culture provides Cultural Grants through cash and through value in kind.

Value in kind is defined as those things which the Ministry or private sector would normally charge for, but which the Ministry/Department of Culture provides at a reduced rate or free of charge. This includes the following:

- Use of Facilities
- Staff Support
- Space accommodation (including offices and creative spaces).

Note I

Any service given will value the requested funds.

Note II

The Ministry/Department of Culture will assist in finding the appropriate avenue for grant requests.

General Exclusions

- 1) General donations to charities (however the Ministry/Department of Culture may provide grant to specific projects run by charities where they meet the criteria).
- 2) Payment for permanent staffing or ongoing operational costs.
- 3) Projects that will rely on recurrent funding from the Ministry (other than major festivals and community events as recognized and approved by the Ministry or Department as being qualified for annual grants.
- 4) Capital expenditure (except for Heritage Grants Programs).
- 5) Political activities or activities that could be perceived as benefiting a political party or political campaign.
- 6) Overtly religious activities that could be perceived as divisive within the community.
- 7) Generally, the Ministry/Department will not accept applications from:

A. Commercial organizations operating on an expected profit basis unless there is a significant benefit to the Bahamas.

B. Previous grant recipients who have not fulfilled the conditions of the particular grant.

C. Applications that do not have the required supporting documentation.

It should be noted that the Ministry/Department of Culture may approve grants outside this policy as it deems necessary, to organizations from time to time in order to provide support for civic function or singular unpredicted events.

Administration of the Culture Grants Program

- 1) Information about the Ministry's/Department of Culture's Cultural Grants program are available on the Government website at: www.Gov.bs
- 2) Application forms for all Cultural grants are available on the above website or from the Department of Culture all year round.
- 3) Information can also be requested via e-mail or by calling phone 1-(242)502-0600/1
- 4) The Ministry/Department of Culture will provide public announcements twice a year inviting submissions for grant requests.

Contracts

All successful grants applicants will be required to enter into a contract with the Ministry/Department of Culture before any funding can be released and before the project can commence or completed if already in progress when the grant is approved.

- 1) The description of the Cultural Project/Activity for which funding is being provided.
- 2) The amount of cash funding to be received and the details of any value in kind support.
- 3) Specific performance criteria for each project these should be provided
 - 1) when applying and negotiated prior to the final signing of the contract.
- 4) Pay schedule for the release of funds granted
- 5) Deadline for submission of the project report.

Release of Funding

- 1) The Ministry /Department of Culture will make staggered grants Funding payments. This means that not all the funds granted will be necessarily available at the start of each project.
- 2) Generally funding under \$10,000.00 will be provided in a single payment. However, in some instances where the organization or individual is a first-time recipient or has a performance criteria, a split sum of either 50% or 75% will be paid at the start of the project and the remainder at the end.
- 3) Grants over \$10,000.00 will generally receive staggered funding, usually 50% at the start and 50% at the completion of the project.

Generally, the Ministry/Department of Culture will release grants on a half-year basis within the fiscal budget year within the following scope:

- 1) First Half-July -December
- 2) Second Half-January -June

Appendix II

Grant Awards

Fixed amounts for awarded grants will be as follows:

- 1) Performing Arts Grants \$1,000.00 - \$5,000.00
- 2) Visual Arts Grants \$1,000.00 - \$5,000.00
- 3) Literature/Publications Grants \$1,000.00 - \$5,000.00
- 4) Film/Cinematography Grants \$1,000.00 - \$5,000.00
- 5) Audio/Visual Production Grants \$1,000.00 - \$5,000.00
- 6) Digital Arts Grants \$1,000.00 - \$5,000.00
- 7) Craft Grants \$1,000.00 - \$5,000.00
- 8) Architectural Grants \$1,000.00 - \$5,000.00
- 9) History and Heritage Research Grants \$1,000.00 - \$5,000.00
- 10) Culinary Arts Grants \$1,000.00 - \$5,000.00
- 11) Cultural Workshops and Conference \$1,000.00 - \$5,000.00
- 12) Exhibitions Grants \$1,000.00 - \$5,000.00
- 13) Fashion Grants \$1,000.00 - \$5,000.00
- 14) Music Production \$1,000.00 - \$5,000.00
- 15) Cultural Exchange Programs \$5,000.00 - \$30,000.00
- 16) Festivals/Public Celebrations
 - A. Home Coming Festivals - \$2,000.00 - \$5,000.00
 - B. Theatre Festivals - \$2,000.00 - \$5,000.00
 - C. Community Festivals - \$2,000.00 - \$5,000.00
 - D. Film Festivals - \$2,000.00 - \$5,000.00
 - E. Junkanoo Events - \$3,000.00