

Community Arts Fund (CAF) Application Form for Individuals - **EXAMPLE**

This application is intended as an EXAMPLE of how you can complete your application to the 2024 Community Arts Fund.

The Community Arts Council of Vancouver is pleased to announce the return of the Community Arts Fund (CAF) grant program! Contact us at caf@cacv.ca or 604-682-0010 if you have questions or need assistance with your application.

SECTION A: APPLICANT INFORMATION

Contact Name *

Bob Smith
First Name Last Name

Phone Number * [555-123-1234](tel:555-123-1234)

Email * Bsmithemail@email.com

Mailing Address *

Street Address [1234 Main Street](#)
City State / Province - [Vancouver](#)
Postal / Zip Code [V6B 1H4](#)

Are you 19 years or older? *

- Yes
 No

SECTION B: GENERAL INFORMATION

Have you/your organization applied for a CAF grant before? *

- Yes
 No

Amount requested from the Community Arts Fund program (maximum amount you can request is \$5,000): *

[\\$5,000](#)

Proposed Project Name *

[Indigenous Mural project](#)

Please provide a brief description of your project: *

150 words maximum

This project will bring together urban Indigenous youth in June 2024 to celebrate Indigenous History Month while collaborating on a public mural at 1234 Main Street, Vancouver.

The project facilitators will be local Indigenous artists who will work with youth to brainstorm, plan, and execute a mural design that reflects on Indigenous culture and identity. Youth will attend 2 workshop sessions before painting to brainstorm and participate in community building exercises with their peers. The goal of this project is to have youth work together towards something to celebrate their culture and come out of the project with stronger connections to their community.

The mural is in partnership with the local business at 1234 Main street and the business has confirmed they are able to provide the mural wall. The funding will be to pay for artist fees and supplies.

Name of any partnering organizations, persons, venues, etc. (if applicable):

Business at 1234 Main Street

SECTION C: PROJECT DESCRIPTION

1. Describe your personal mandate, experience working with local communities, and any experience working on arts-related projects. *

200 words maximum

I am a local artist and arts worker deeply involved in the Vancouver arts scene for the past 5-years. I have worked with artists, students, and Indigenous youth in arts education programs for 5-years. I have many Indigenous artists who I work with and who will act as facilitators on this project. I have a history of creating public art myself as a mural artist before entering arts administration.

I have seen a need for a program exclusively created for urban Indigenous youth and hope to move forward with this project, which will help build more community for youth in urban areas.

2. Describe your project, including how it addresses at least two of the Program Priorities that are listed in the CAF Guidelines. Refer to the Priorities directly in your response, do not assume the CAF Committee will have previous knowledge about your project or history of arts experience. *

600 words maximum

This project will unite urban Indigenous youth in June 2024 to celebrate Indigenous History Month while collaborating on a public mural. The project facilitators will be local Indigenous artists working with youth to brainstorm, plan, and execute a mural design that reflects Indigenous culture and identity. Youth will attend two workshop sessions before painting to brainstorm and participate in community-building exercises with their peers.

This project meets the following program priorities:

1. Increased youth and/or community collaboration and interactions via events and activities.

This project meets this priority by bringing together urban Indigenous youth from across the City of Vancouver to participate in workshops together, brainstorming and reflective activities and work together in making their work come to life via the mural they designed together.

2. A project that encourages reflections on self, culture, and community and/or highlights the strengths that differing experiences and backgrounds provide to a community.

This project meets this priority by asking youth to reflect on who they are, their culture, their family and their community, and learn their individual and combined strength and value. Their reflections will be echoed in the mural design that they will then paint together and see the visual representation of their identity, and worth, and share it with their community.

3. What community / communities will the project serve? Who is the target audience and how will you make sure they hear about and participate in your project? *

600 words maximum

The target audience is urban Indigenous youth who are living within the City of Vancouver and are between the ages of 12 to 17. We will conduct email outreach to local schools and friendship centres and poster at local community centres. We will ask local organizations who work with Indigenous Youth to help spread the word and mention the project to the youth they have a relationship with.

4. (If applicable) If the proposed project has been undertaken in the past and this is a new iteration, what difference will the CAF money make? What is new about this project? If you/your organization have received CAF funding previously, how will this project build on what has happened in the past?

N/A - not applicable since this was not undertake in the past.

5. (If applicable) Identify other community organizations and groups you will be collaborating with and what their role will be. These organizations must have a clearly defined and meaningful role in the project with a shared investment in the project's success.

600 words maximum

We anticipate working with these groups but they are not confirmed:

Youth group at 555 Main Street

Indigenous art collective in East Van Studios for art

Students at Emily Carr University mural society

Once funding is confirmed, we will reach out to them and confirm their participation.

6. Provide a description of how you will evaluate the project- what will constitute success for this project and how will it be measured? Be as specific as possible, including who will be undertaking the evaluation. *

600 words maximum

Success would be the completion of a mural project and the gained confidence of participants. We will be creating an evaluation form for all participants to complete after the project has ended. Each participant will be asked to complete the form and provide anonymous feedback on how they felt the project was facilitated, what they liked about the project, what they disliked, what they learned in the process, and what they gained from this experience.

The participants can either complete the feedback form via online form or printed copies that will be distributed on the final day of the project. Once all participants have submitted their feedback, Jim Martin and the lead artist will review the feedback to see the common trends and note any significant constructive feedback and suggestions for how the project could be improved.

Provide a project schedule/timeline of key activities - Schedule/timeline can be submitted in bullet point form. Be sure to include the timeframe for evaluating the project. *

- July 1, 2024: Bring on the lead artist and meet to discuss the project
- July 15, 2024: Lead artist begins working on the workshop outlines and presentations
- August 15, 2024: Project lead creates social graphics, poster, and social media copy to share with other organizations to promote the project.
- August 25, 2024: Project lead sends out the project information and materials to organizations and individuals who work with Indigenous youth to encourage them to join the program.
- October 10, 2024: Project lead contacts all the interested participants and sends waivers for their parents/guardians to sign for their participation in the project.
- November 1, 2024: the workshops take place over Zoom every Saturday.
- December 10, 2024: the lead artist paints the lines of the mural on the wall
- January 5, 2025: The mural is painted by the participants
- January 7, 2025: The feedback forms are distributed to participants after the painting is completed.
- January 15, 2025: participants, their families and friends, the lead artists, and community members will gather at the mural for an unveiling event and invite the local community.
- January 17, 2025: Participant's feedback forms are due
- January 30, 2025: The artist lead and project lead meet to review the feedback and start working on the CAF final Report.
- February 2025: Final report is completed and submitted.

Project Budget			
REVENUE	Confirmed Revenue (yes or no)	Amount (\$)	Detail
GRANTS			
Community Arts Fund	\$5,000		
FUNDRAISING REVENUE			
EARNED REVENUE			
TOTAL REVENUES			\$5000
EXPENSES			
		Amount (\$)	Detail
Artist Fees		\$2,500	10 artists to paint mural at \$250 each
Paint supplies		\$1,000	\$100 paint supplies x 10 days
Ladder equipment rental		\$1,000	\$100 per day rental x 10 days
MARKETING/PROMOTION			
Social media ads		\$500	Social ads to promote the mural once completed, \$50 per day x 10 days
ADMINISTRATIVE			
TOTAL EXPENSES			\$5000
TOTAL REVENUE			\$ 5,000
TOTAL EXPENSES			\$ 5,000

IN KIND		
Revenue	\$4160	Volunteer in-kind
	\$200	Restaurant is donating food for artists
Expenses		
	\$4160	I am volunteering my time as project manager \$26 per hour x 10 hours per week x 16 weeks = \$4,160
	\$200	Restaurant is donating food
TOTAL IN KIND	\$4,360	

