HOW TO APPLY FOR AN ARTREACH GRANT

ARTREACH

TABLE OF CONTENTS

OVERVIEW OF THE ARTREACH FUNDING PROGRAM

PROGRAM GOALS

ArtReach is a funding program designed to support youth arts initiatives in Toronto that foster meaningful youth engagement and provide high quality arts opportunities to young people 13-29 who are experiencing exclusion*.

A guiding principle of ArtReach is that funding needs to be accessible to youth directly, and should empower youth by placing ownership of projects in their own hands. ArtReach encourages youth to take the lead in defining what art means to them, and what resources they need to achieve their goals.

$300,000 in grants are available each year to support youth arts projects, thanks to our amazing partnership with the Toronto Arts Council. Click **here** to learn more about this partnership.

PROGRAM GUIDELINES

Before applying for a grant, it's always important to read the *Program Guidelines*. You can read ours here: artreach.org/programguidelines

Our guidelines provide information on:
- Your project's eligibility for ArtReach's granting program
- The types of art forms ArtReach funds
- Available funding amounts from ArtReach
- Eligible and ineligible expenses
- The Toronto Arts Council Accessibility Grant

THE APPLICATION PROCESS

All application packages will be submitted through the website Jotform. On Jotform, you will:

1. Complete your online application form
The link to our application form is live at **artreach.org/grants** from December 1 - February 1

2. Upload your completed budget template
Download the Application Budget template on our website at **artreach.org/budget**

3. Upload your completed workplan template
Download the Application Workplan template on our website at **artreach.org/workplan**

4. Attach your supplementary supplementary material
More information on supplementary material later in this guide!

5. Apply for a Toronto Arts Council Accessibility Grant
If applicable, the application form is where you will request additional Accessibility funds

1

WRITING YOUR APPLICATION

CHOOSING YOUR STREAM

Apply for a $5,000 <u>Pilot Project</u> if…
- You want to try out a new idea <u>OR</u>
- You want to run a small-scale project (short timeline, reduced number of participants, etc.) <u>OR</u>
- This is the first time you've run this specific program (and have no previous experience coordinating or leading programming)

Apply for a $10,000 <u>Phase One Project</u> if…
- This is the first time you've run this specific program, but have previous experience coordinating or leading programming <u>OR</u>
- You want to want to keep an existing program running <u>OR</u>
- You want to run a larger-scale project (longer timeline, higher number of participants)

You may ONLY apply for a $15,000 <u>Phase Two Project</u> if…
- Your project was successfully funded by ArtReach in the past <u>AND</u>
- You are expanding on your previously-funded project by doing one of the following:
  - Increasing the length of time the project will run
  - Increasing the number of participants served
  - Offering the program to a new underserved community
  - Adding new employment opportunities for young people
  - Teaching a more advanced level of your arts practice

APPLICANT TYPE

ARE YOU AN…

INDIVIDUAL ARTIST	AN ORGANIZATION/ GROUP
Choose this option if you are running the project by yourself as an individual artist	Choose this option if your organization/ group/ collective will be running the project

*Read about the tax implications for grants to individual artists [here](#)

*If you are an organization that is not youth-lead but are seeking funding for a project that is lead by youth 29 or under, please have the youth leaders apply for a grant directly. An adult-lead organization may be a trustee or community partner, but the Applicant Name on your application cannot be an adult individual or an adult-lead organization.

VOLUNTARY SELF-IDENTIFICATION FORM

You are encouraged to complete this voluntary self-identification form to help the Toronto Arts Council determine whether its programs and services are reaching a diverse and wide range of Toronto artists.

The information that you provide in this section of your application form will <u>not</u> be shared with the assessment committee or grant review panel, and therefore will not be used to determine the eligibility of your organization or collective. The form cannot be accessed by the assessment committee or grant review panel.

ArtReach and the Toronto Arts Council acknowledge that there are a number of historically disadvantaged groups that confront barriers to full participation in Canadian society and the national arts sector. To address the most underserved communities and largest service gaps, the Council has identified specific equity-seeking groups that have experienced especially restricted access to funding, creation, production, and dissemination opportunities within the Canadian arts ecology. These communities have been designated as equity priority groups and statistical information is being gathered for the purpose of ensuring their full inclusion in TAC's funding programs. These groups are not mutually exclusive: Individuals may self-identify as belonging to more than one equity priority group.

How will the TAC use the information provided?

Voluntary self-identification information may be used to:
- Generate aggregate statistics to measure how well TAC programs are reaching members of equity groups
- Ensure there is diverse representation in the membership of peer assessment committees and grant review panels
- Gather information to help the TAC design, review and evaluate and improve its programs
- Plan outreach activities and targets
- Report to the TAC Board and Committees
- Implement the TAC Equity Priority Policy (read the policy **here**)

How will Toronto Arts Council protect the information that you provide?

By submitting this information, you are consenting to its collection, use and disclosure by TAC only for the purposes stated. If TAC wishes to use the information for other purposes, it must first receive written consent to do so.
If you have any questions regarding the provision of this voluntary self-identification information, please contact **grants@artreach.org**

You can choose the following options for this section:
- Yes, we will complete the form
- No, the form is not applicable
- No, we choose not to complete the form

If you agree to complete this section of the application, you will be asked the yes/ no question:
- Is the project artistically led or created by and/ or does the project primarily involve/serve a majority of artists from the equity priority groups?

If you answer that yes, you will be asked who from the following groups your project primarily involves or serves:

Artists who are Deaf, Artists with a Disability, Artists Living with Mental Illness
If you select Yes for this option, you are requested to specify further

> **DEFINITION:** Deaf persons include individuals who are culturally-Deaf, deaf, or have hearing loss, as well as those who identify as hard-of-hearing, oral-deaf, deaf-blind or late-deafened. Persons with disabilities and persons living with mental illness include individuals with physical, psychosocial or learning disabilities that may be long-term, temporary or fluctuating and may or may not be apparent.

Indigenous Artists
If yes, you are asked to specify if these Indigenous artists include individuals who are:
- First Nations (status or non-status)
- Metis
- Inuit

> **DEFINITION:** Indigenous refers to Canadian Aboriginal people who self-define as First Nations (Status or Non-status), Métis or Inuit. TAC also acknowledges Indigenous people from all other regions of the world. Indigenous people are those who have a historical continuity with pre-invasion and pre-colonial societies and consider themselves distinct from the dominant societies in which they live.

Artists of Colour
If you select Yes for this option, you are requested to specify further

> **DEFINITION:** TAC's definition of persons of colour includes individuals of African, Asian, Latin American, Middle Eastern and mixed racial descent and corresponds with the Government of Canada's "visible minority" designation (e.g. persons other than Aboriginal peoples, who are non-Caucasian in race or non-white in colour). Note that TAC acknowledges that Persons of Colour is an umbrella term for a diverse spectrum of racialized peoples who have experienced vastly different historical disadvantages and barriers to participation in Canadian society and the arts sector, and recognizes its use as a term to build understanding and solidarity between people.

2SLGBTQIAP Artists
If you select Yes for this option, you are requested to specify further

> **DEFINITION:** 2SLGBTQIAP refers to individuals who self-identify as lesbian, gay, bisexual, transgender, transsexual, queer, intersex, asexual, pansexual or two-spirited.

APPLICANT NAME: Please enter the name of the group/organization or individual artist applying for the grant.

> If you are applying for a grant as a group/ organization, please enter the name of the group/ organization here and not the name of an individual.

EMAIL: Please enter the primary email address for the applicant

WEBSITE: Please provide us with a link to the online platform you use most- this can be a webpage, social media profile, etc.

> **TIP**
>
> If you don't currently have an online platform, we highly recommend creating one- such as a free WordPress site or social media page. It's important to have a platform to promote yourself, and somewhere to send interested youth or potential funders for more information.

ADDRESS: Please enter the mailing address for your project.

> **NOTE**
>
> In order to be eligible for funding, your primary address **must** be located within the City of Toronto. This may include Scarborough, North York, and Etobicoke, but no other locations in the GTA.

PRIMARY CONTACT NAME: Please enter the name of the lead for this project.

> In order to be eligible for funding, your project lead must be between the ages of 13 and 29 years old.

PRIMARY CONTACT PRONOUNS, AGE, EMAIL AND PHONE NUMBER: Please enter the pronouns, age, email address and phone number where we can reach the project lead.

SECONDARY CONTACT NAME: Please enter the name of the secondary contact for this project. The secondary contact of your project must also be between the ages of 13 and 29.

SECONDARY CONTACT PRONOUNS, AGE, EMAIL AND PHONE NUMBER: Please enter the pronouns, age, email address and phone number where we can reach the secondary contact. This email and phone number must be different than the Primary Contact

ORGANIZATIONAL STRUCTURE

Individual Artist	If you are an individual artist, you will be asked to provide us with your SIN number for tax purposes.
Registered Charity or Incorporated Non-Profit Organization	If you are a registered charity, you will be asked to provide us with your registration number and the date of registration.
Unincorporated Non-Profit Organization	If you are a non-profit organization, group, or collective, you are not required to submit any further information.

TELL US ABOUT YOUR ADMINISTRATIVE PARTNER OR TRUSTEE:
Please select whether or not you will be working with an administrative partner or trustee.

- If you select YES:
  - You are acknowledging that another organization will be accepting and managing the grant funds on your behalf
  - You will be asked to provide the name of your partner or trustee, and the name and email address of your primary contact at the partner or trustee organization
- If you select NO:
  - You are acknowledging that you or your group/ organization will accept and manage your own grant funds

NOTE Are you interested in working with an administrative partner or trustee but don't know how to find one? Please email ArtReach staff at **grants@artreach.org** to request more information on your options.

CHEQUE RECIPIENT NAME: Please enter the name that should appear on your grant cheque in the case that your application is successful.

FOR THOSE WITH TRUSTEES: If you have a trustee/ administrative partner, your cheque will be made out to your trustee. Entering their name in your application form will automatically fill the cheque recipient name field with your trustee's name.

PROJECT INFORMATION

PROJECT TITLE: Please tell us the name of your project.

PROJECT DESCRIPTION: Please tell us about your project- what is your art form? What population does your project serve? Where is your project taking place? When is your project running? You have a maximum of 100 words.

> **TIP**
> Keep your project description short, sweet, and to the point. Include the key information about your project without describing your entire workplan. Tell us briefly what you're setting out to do, when you're doing it, and who your project serves.

> ***EXAMPLE PROJECT DESCRIPTION:***
> *"CUE is an award-winning arts initiative dedicated to providing high-access funding, support, mentorship, employment, and exhibition opportunities for new generation artists who live and work on the margins in Toronto. This project will run from August 1, 2018 to December 20, 2019 and will support the creation of 17-20 individual art projects in multiple disciplines by new generation artists who face systemic barriers that can preclude their artistic contributions to culture."*

HOW MUCH ARE YOU REQUESTING FOR THIS PROJECT: Please enter the dollar amount of the grant you're requesting from ArtReach. This must match your budget form.

PROJECT START DATE: Please enter the date your project will begin. Note that projects cannot start before June 1st.

PROJECT END DATE: Please enter the date your project will end. Be sure to give yourself time to complete final evaluation and reporting.

PROJECT LOCATION: Please tell us the name and address of the venue where you will be holding your programming. If you are planning on holding your programming at various locations, please enter the name and address of the primary location.

> **NOTE**
> Finding accessible space in Toronto can be a challenge. If you're having a hard time finding space, reach out to ArtReach staff at **grants@artreach.org** for suggestions.

WARD NUMBER: Please enter your ward number. If you do not know your ward number, a **link** is provided for you to enter your mailing address to determine this.

TELL US WHAT COMMUNITY YOU SERVE: Please describe the community that your project will serve, such as:

- The geographical community, such as a Borough (EG. Youth from across Scarborough) or a specific neighbourhood (EG. Youth from the Rexdale community)
- The cultural, racial, or ethnic-based community (EG. Indigenous Youth, Black Youth, Youth from Southeast Asia)
- The experience or identity-based community (IE. Youth who are LGBT-identified, Youth who are experiencing homelessness, Youth who are employed as sex workers, etc.)

You have a maximum of 75 words.

ART FORMS: Please list the art form(s) that your project focuses on (EG. theatre, dance, graphic design, music recording, photography, film, creative writing, beatboxing, script writing, culinary arts, podcasting, graphic design, parkour, mural arts, etc.). You have a maximum of 25 words.

TELL US YOUR BACKGROUND STORY: Please tell us the background story of your group or organization. If you're an individual artist, please tell us about your background in the youth arts community. Who are you? What do you do? What past experiences do you/ your organization/ your group have in relation to your art form, the community you'll be serving, and working with youth? Here, you can tell us about how your group or artistry got started, and where it's been since then. You have a maximum of 400 words.

FOR PILOT PROJECTS ONLY: If this is the first time you've run this project, please tell us about any similar programming/ project experience you have. You have a maximum of 300 words.

FOR PHASE 2 APPLICATIONS ONLY- TELL US ABOUT EXPANDING ON YOUR LAST ARTREACH PROJECT: Please tell us how you are expanding on your previously-funded project. Are you: Increasing timelines? Increasing the number of participants served? Offering the program to a new underserved community? Adding more employment opportunities for young people? Teaching a more advanced level of your arts practice? You have a maximum of 300 words.

DESCRIBE THE NEED: Please tell us why youth artists and the community as a whole need your project. Is there a gap in services that your project will fill? Have community members reacted to your work in a positive way? Does your project offer youth something (ie. a safe space, an experience, etc.) they cannot receive elsewhere? You have a maximum of 400 words.

> **TIP**
>
> When describing the need, include links to reports and statistics that back up what you're saying. Testimonials from project leads, facilitators, youth participants and community members are also a great way of showing that your project has had a positive impact, and is needed by the community.

TELL US ABOUT YOUR PROJECT'S YOUTH LEADERSHIP OPPORTUNITIES:
Please tell us how youth will be actively engaged in leadership and decision-making roles throughout your project. Tell us about the hard skills* and soft skills* that youth will have the opportunity to develop. You have a maximum of 400 words.

> **TIP**
> Tell us about the decisions that youth will have the power to make during this project, and the leadership skills that youth will have the opportunity to develop. What roles do young people play in the design, implementation, and evaluation of the project?

TELL US ABOUT THE ARTS EXPERIENCE YOU WILL PROVIDE: Please tell us how your project will provide youth with a meaningful, high-quality arts experience*. What knowledge will/could youth gain by participating in your program? What hard and soft skills will youth have the opportunity to develop? Why are these skills important for youth to have? You have a maximum of 400 words.

TELL US ABOUT YOUR OUTREACH STRATEGY: Please tell us what your outreach strategy will look like. How will you reach the youth you're aiming to serve? Where will you perform outreach (eg. at local community centres, at specific events, etc.)? What online platforms (eg. Twitter, Facebook, Instagram, etc) will you use? You have a maximum of 300 words.

> **TIP**
> The strongest outreach strategies use a combination of in-person and online promotion. Be sure to promote your project to youth face-to-face and through your website/ social media platforms.

> **NOTE**
> ArtReach will help you recruit participants! We are happy to share social media posts, include your program flyer in our bi-weekly newsletter, and reach out to youth we've worked with in the past that may be interested in your project. Email us at **post-it@artreach.org**

TELL US ABOUT YOUR EVALUATION STRATEGY: Please tell us how you will evaluate your project. How will you show the positive impact your project has had on the community? What methods and tools will you use to measure the success of your project? How will you gather data on the development of individual participants through your project? How will you carry out evaluation activities throughout the course of your project? You have a maximum of 300 words.

> **TIP**
> A strong evaluation strategy should evaluate both the success of the project itself and the development of participants' knowledge and skills, and data should be collected from both project staff and participants. Participants should have ample opportunities to both provide feedback on your project and to self-assess their own personal development.

CREATING YOUR BUDGET

HOW TO COMPLETE THE BUDGET TEMPLATE

COLUMN A

- In column A, please list all expenses related to your program.

Staffing	Program staff, artists/ guest artists, and administrators
Program Expenses	Any costs related to running your program, including: art supplies, transportation, honorariums, special event costs, rental fees, food, training, outreach, website design, printing, ASL or translation
Administrative Expenses	Any costs related to running the administrative side of your program, including payroll or bookkeeping fees. This is where you would also enter any overhead costs if you are working with a trustee
Capital Expenses*	Costs of any equipment you are purchasing. Note that capital costs cannot exceed 20% of the budget you are requesting from ArtReach

COLUMN B

- In column B, please list the total cost of each expense for your program

COLUMN C

- In column C, please list the amount of any funds that you are receiving for this project from other sources. This can include grants, fundraising income, in-kind donations, etc.

COLUMN D

- In column D, please list the name of the source of the funds from column C, as well as the type of funds (ie: grant or in-kind donation)

COLUMN E

- In column E, please list the total amount you are asking from ArtReach
- If ArtReach is your only funding source for this project, column B and E will be identical
- If ArtReach is not your only funding source for this project, column E should be the total of your entries in column B (total project budget) minus your entries in column C (amount from other funding sources).

HOW TO CREATE AN ACCURATE AND DETAILED BUDGET

The most successful budget applications are those that show expenses that are detailed and realistic.

GIVE DETAIL

The more detail you provide in your budget, the more our Grant Review Team can see that you've considered every expense related to running your program. Please include as much detail as possible in your budget

Show a complete breakdown for the staffing costs of each individual. Include the name/ role of the individual, the number of hours per week the individual will be paid for, the hourly rate of pay, and the number of weeks the individual will be paid for. For example: Alex, Program Coordinator (20 hours/ week x $20/ hour x 5 weeks)	Show a breakdown for each of your program expenses. *For transportation, tell us how many tokens you're purchasing and the cost of each token (IE. 10 tokens x $3/ token). *For space rentals, tell us the hourly or daily cost of renting the space and the number of hours/ days you'll be renting it for ($50/ day x 10 days).	Running a final event, showcase or performance for your project? Include a breakdown of all related event costs in your budget, including food, space, coordinators, promotion, participant honoraria, documentation, etc. This shows us that you've accounted for all of the planning and costs associated with running an event.

BE REALISTIC

Members of our Grant Review Team all work in the youth arts sector, and are all familiar with the average costs of running a program in Toronto. The team will notice if the amounts you include in your budget are drastically under or over estimated. Submitting a realistic budget shows that you have done your research, and are aware of the realistic costs of running your program.

> **NOTE**
> ArtReach wants to ensure that all coordinators and staff are paid fairly for their time, neither under or over paying individuals for their work. Unsure what a fair wage is? Check out CARFAC's Professional Fees Calculator in our resources section

Not sure where an expense fits in ArtReach's expense categories above? Confused about calculating your budget or researching costs? Email us at **grants@artreach.org** for support.

DEVELOPING YOUR WORKPLAN

SETTING YOUR GOALS

Goals are the large statements of what you hope to accomplish through your project. They create the setting for what you are proposing to achieve and describe the overall impact your project will have. Whether or not your goals have been achieved will be measured through your success indicators.

MAPPING OUT YOUR PROJECT

Activity
- This describes <u>what</u> you are doing to execute your project, and is the list of specific tasks you will need to complete in order to accomplish your goals.
- Provide a detailed breakdown of each session, including the content covered, hard and soft skills developed, any activities being used, etc.

Timeline
- This describes <u>when</u> each activity in your workplan will take place. Please lay out your workplan in chronological order.
- The more specific your dates, the better we can see that you understand how long coordination and delivery processes realistically take
- Don't forget to include time for project planning sessions, outreach activities, tasks related to final event coordination, post-programming evaluation, and final reporting

Roles
- This describes <u>who</u> is responsible for each activity in your workplan (eg. Staff, volunteers, contractors, facilitators, youth advisory committees, project partners, etc.)
- Having individuals assigned to responsibilities for activities shows that you have every step covered, and that all project leaders know what they have to do and when
- Every name in the roles column of your workplan should have a corresponding biography and/ or resume in your supplementary materials. This is so that the Grant Review team can better understand the individual's experience in the art form; working with you're targeted population; and in delivering programming).
- Please remember that all roles must be filled by youth ages 13 - 29 years old.

Success Indicators:
- A success indicator is something that will show that you've successfully achieved your goal, and may be qualitative* or quantitative*.
- If your goal is to have your project reach 100 youth in your community, a quantitative success indicator would be the number of youth actually reached, as measured through your attendance records.
- If your goal is to create a safe space within a certain community, a qualitative success indicator would be youth expressing feelings of safety while they're attending your program

ArtReach projects involving Deaf artists and artists with disabilities may apply for an additional TAC grant to cover accessibility-related expenses. A TAC Accessibility grant will provide up to a maximum of $5,000 per project towards accessibility costs for artists incurred during the project. These funds may go towards supporting participating artists, which includes the team leading the project and project participants, but at this time, does not include audience members of showcases, events, etc.

Accessibility costs include but are not limited to: ASL interpretation, audio description, closed captioning, communications assistants, attendant care, support workers, and equipment rentals or other supports required to meet artists' accessibility needs.

Please note that this is considered a separate grant from your main project grant. It does not count towards the total on your project budget. It is reviewed and approved separately by the Toronto Arts Council. It is not guaranteed that applying for the Accessibility Grant means you will receive it.

If you have any questions about the Accessibility Grant, please email **grants@artreach.org**

HOW TO APPLY

To apply for the grant, you must complete the following three questions:

Please describe the role(s) of Deaf artists and artists with disabilities and/ or artists with mental health issues in the project, and specify the accessibility requirements of each artist.

> Tell us more about who the Deaf artists and/ or artists with disabilities and/ or artists with mental health issues in your project are. What are their responsibilities within the project? What are their accessibility requirements?

Total amount of your Accessibility Grant request

> **NOTE** Enter the total amount of your accessibility grant request. Remember that the maximum amount you can request is $5,000.00

Accessibility Expense Budget

> This question requires you to complete a chart that includes the name and amount of each expense you are requesting this Accessibility Grant for. The template includes ten expense lines. If you have more than ten accessibility expenses, please put your expense budget into a separate document and upload it as Supplementary Material on the following page.

SUBMITTING SUPPLEMENTARY MATERIAL

We encourage you to share more information about you and your project with us.

For example, you could include links to: your social media accounts, YouTube, Vimeo, online photo albums or videos, media articles about your project, or to a Dropbox or Google Drive folders that include your artists' biographies, resumes, etc. (just be sure to have your share settings set to "Anyone with the link can view"!)

Please upload any supplementary materials files that cannot be linked in the previous text box here. This might include a copy of your Non Profit Incorporation Agreement, letters of support, etc. (upload)

WHAT YOU SHOULD SUBMIT

Biographies and resumes of project leads and facilitators, including their ages
  - We want to see who you are, and what your experience is in: your art form, working with the specific youth community chosen for your project, and participation in your own community.
  - We also want to confirm that those in paid positions and leadership roles are youth between the ages of 13 and 29 years of age

Letters of support or recommendation from community partners and key stakeholders

Testimonials from past participants

ACCEPTABLE FILE TYPES

Max. file size: 10,500 KB

Acceptable file types: pdf, doc, docx, xls, xlsx, csv, txt, rtf, html, zip, mp3, wma, mpg, flv, avi, jpg, jpeg, png, gif

HOW TO SUBMIT YOUR SUPPLEMENTARY MATERIAL

The online application form gives you <u>two</u> options for submitting additional material- you can enter links into the available text box, or upload documents as attachments to your application form.

RESOURCES

ArtReach Toolkits (including grant writing, evaluation, event planning, and more)

- **artreach.org/toolkits**

ArtReach Resource Library (includes information on a variety of topics related to the youth-arts sector in Toronto, how to run programming, outreach, arts taxes, grant management, etc.)

- **artreach.org/resources**

Reports, Research, and Resources for Gathering Statistics:

- **artreach.org/researchandreports**

CARFAC Artist Fees Calculator

- **carfac.ca/carfac-raav/fee-calculator.php**

ONE-ON-ONE SUPPORT

If you have questions, require support, or are unsure about any aspect of our application process, please email **grants@artreach.org** to book a time to speak with a grants manager.

ACCESSIBILITY

If you require any accessibility accommodations, please email ArtReach staff at **grants@artreach.org**.

Note: should you require, you may submit your application via video. Please speak to ArtReach staff on the rules and regulations for doing so.

GLOSSARY

Capital Costs

For our funded projects, a capital cost refers to a one-time purchase of equipment that is intended to last longer than the program itself, and is unrelated to ongoing program/ operations costs. A capital cost for your program may be a laptop or sound recording equipment that you will continue to use after the project is complete

Hard Skills

Hard skills are specific, teachable abilities that can be defined and measured, such as the ability to execute a certain set of dance moves, use a particular software program, create and balance a budget, develop a photograph, or master a drawing technique

High-Quality Arts Opportunities

This means that the project offers arts opportunities that go beyond an introduction to the art form and offer experiences that have a personal or emotional impact on the participant and a positive impact on the broader community. They also provide participants with sufficient resources to develop tangible skills in the given art form, and provide opportunities for youth to benefit from both the intrinsic and instrumental value of the arts

Meaningful Youth Engagement

This means youth aged 13-29 are involved in the governance of a group or organization, and involved in decision making around project planning, implementation, management, and evaluation

Qualitative

Qualitative data is information about qualities; information that can't actually be measured. In evaluation, this data is gathered through observation, conversation, and open-ended questions

Quantitative

Quantitative data is information about quantities; that is, information that can be measured and written down with numbers. In evaluation, this data is gathered through measurements, ratings, and calculations

Soft Skills

Soft skills are less tangible and harder to quantify than hard skills, and are more about emotional and mental skills rather than technical ones. Examples of soft skills include knowing how to listen, engage in a dialogue, give constructive feedback, or cooperate as a team member

Under-Served Communities

This refers to both under-resourced geographic areas and under-resourced groups. This could include neighborhoods or Toronto Community Housing units (Chester Le or Flemingdon Park), as well as groups with specific experiences, cultures or identities (youth who identify as Queer, or youth in the Eritrean diaspora).

Youth who Have Experienced Exclusion

Youth who have been marginalized on the basis of race, neighbourhood, language, newcomer status, disability, gender, sexual orientation, or any other factors.