

# Culture Quest Funding Guidelines for Applicants

## Objectives

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### Culture Quest funding supports:

- **Opportunities for artists to execute projects that explore and develop ties between contemporary art and cultural heritage or history.**
- **First Nations expression of art in relation to cultural practices, enriching the lives of all Yukon residents.** *Such as: projects within cultural festivals and gatherings, song revival projects, story-telling, dancing and other activities involving public appreciation or engagement.*
- **The continued growth and development of creation, performance or presenting capacity in the cultural sector, particularly in underserved communities or sectors.** *Such as: developing a performance circuit or a curated artists presentation space.*
- **Yukon artists to develop or prepare their work for the national or international stage.** *Such as: preparing an artistic expression for performance or exhibition in a curated national or international venue. (Invitation to participate must be shown) This objective is not for creation but for the preparations required for readying for significant opportunities such as cultural contingents at sporting events, nationally or internationally curated events, and other major festivals, showcases, or exhibitions. (Such as Arctic Winter Games, Pan Am Games, Olympic Games, Canada Games, Northern Scene, Mass Moca “Oh Canada”, etc.) Professional artists with individual touring opportunities should apply to the Touring Artist Fund.*

***Projects must meet one or more of the above objectives to be considered for funding.***

## Application deadlines & funding amounts

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- January 15
- April 15
- September 15

Applications must be submitted on these dates by midnight (PST). If the date falls on a weekend or holiday, the deadline moves to the next business day. The maximum allocation per application is \$10,000.

Requests under \$1,000 may be submitted for consideration at any time, where special circumstances prevent the applicant from waiting until the next intake (Jan. 15, April 15 or Sept. 15). This process may still take up to three weeks to produce a response from the selections committee.

Culture Quest Funding is provided by the Government of Yukon, Department of Tourism and Culture, and administered by the Klondike Institute of Art and Culture (KIAC). The annual budget for Culture Quest is \$157,000.

## Who can apply

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All Yukon residents (persons having lived in Yukon for a minimum of one full year prior to applying) and Yukon organizations may apply for Culture Quest support. Typically, a maximum of one project per applicant can be funded each year.

## Eligible expenses

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### Eligible costs include:

- Artistic fees and expenses
- Administration fees and expenses (any administrative expenses included in the project budget should be clearly itemized, not added as a percentage of project costs)
- Promotion
- Production expenses (such as: instructor fees, elders' honoraria; venue costs, equipment rental, decorations, permits, rights and licences, supplies, transportation, per diems)
- Other costs that are directly and reasonably related to the project

### Culture Quest does not fund the following:

- Religious activities
- Education, training, professional development
- Capital expenditures
- Private events
- Events underway before the intake deadline or retroactive projects

## How to apply

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Complete the application form and submit it to the Klondike Institute of Art and Culture prior to one of the intake deadlines (shown above). Applicants are welcome to submit supplementary information (such as support letters, photographs, music, video) if you feel it will help illustrate your project.

Applications may be submitted digitally by email to: [executivedirector@KIAC.ca](mailto:executivedirector@KIAC.ca)

or by mail to: Klondike Institute of Art and Culture  
Box 8000  
Dawson City, Yukon  
Y0B 1G0

## How applications are evaluated

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### **A Culture Quest Selection Committee makes funding decisions based on:**

- The degree to which applications meet one or more of the fund objectives
- Demonstrated capacity of the applicant to complete the project based on experience
- Feasible Budget and Workplan
- Supporting projects across the Yukon, in various communities
- Availability of funds in the Culture Quest program

### **The Culture Quest Selection Committee:**

The Committee is comprised of cultural professionals from various communities with a wide range of experience in the arts, heritage, and cultural traditions and practices.

### **Confidentiality:**

The contents of all applications and discussions during assessment meetings are confidential. Applications are copied for the purpose of adjudication and retained by KIAC for administration of the fund.

Successful applicant projects and amounts are public information.

## Application processing time and decisions

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The assessment process may require up to 3 weeks following each application deadline.

Decisions will be communicated to applicants in writing by email or mail.

## Information for Grant Recipients

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Successful applicants will enter into an agreement with the Klondike Institute of Art and Culture that outlines the amount of funding being awarded, and the responsibilities of both the funding recipient and the fund administrator (KIAC).

Funds will be dispersed in two installments: 90% upon signing of the agreement, and 10% upon acceptance by KIAC of the applicant's final project report.

Recipients of grant funding are required to complete a simple post grant report. This report must be received by the Klondike Institute of Art and Culture within 6 weeks of the project completion, and prior to receiving the final 10% of the funding