



cultivating  
the arts

## MICRO-GRANT PROGRAM GUIDELINES

### PURPOSE

The Saskatchewan Arts Board recognizes, encourages and supports the arts to enrich community well-being, creativity, diversity and artistic prosperity. The Arts Board advances this mission through support of Saskatchewan professional artists, collectives, groups and arts organizations in the areas of research, creation, production, presentation, exhibition, publishing, artistic and professional development or community engagement.

### OUTCOMES

This program provides support to professional artists and arts organizations to achieve outcomes that:

- respond to emergent needs and opportunities;
- create access for first-time and underserved applicants;
- contribute to professional practice and development;
- advance the professional arts and artistic practices in Saskatchewan; and
- have objectives that are aligned with the mandate and strategic priorities of the Saskatchewan Arts Board.

### CONTACT

**CONTACT THE ARTS BOARD'S PROGRAM CONSULTANTS BEFORE SUBMITTING AN APPLICATION to discuss eligibility of the project.**

For individual artists and artist collaborations, contact:

**Philip Adams, Program Consultant**  
**(306) 964-1164 (Saskatoon) or 1-800-667-7526**  
**[padams@saskartsboard.ca](mailto:padams@saskartsboard.ca)**

For arts organizations and collectives, contact:

**Alex Rogalski, Program Consultant**  
**(306) 964-1166 (Saskatoon) or 1-800-667-7526**  
**[arogalski@saskartsboard.ca](mailto:arogalski@saskartsboard.ca)**

### GRANT AMOUNT

Maximum funding available is:

- **Up to \$1,000** to support eligible expenses **for individual artists or artist collaborations**  
*The Saskatchewan Arts Board is required to issue T4A forms for taxation purposes to individuals for amounts received over \$500.*
- **Up to \$2,000** to support eligible expenses **for arts organizations**  
*Applicants cannot receive funding from this program more than once in any 12-month period. Applicants can only apply unsuccessfully a maximum of twice in any 12-month period.*

Funds for the Micro-Grant Program are allocated each fiscal year (April 1 – March 31) and are assigned on a monthly basis. Applications are accepted leading up to and including the first of each month, with results announced within three weeks.

## ELIGIBILITY

### Eligible Applicants

- Professional artists and arts professionals<sup>1</sup>, working independently or collaboratively, who are Saskatchewan residents and Canadian citizens or permanent residents.
- Professional arts organizations whose centre of operations is in Saskatchewan, with a primary mandate in the arts and working in areas of research, creation, production, presentation, professional development, exhibition, publishing or community engagement.

Individual applicants who meet the criteria for Saskatchewan residency may be eligible to apply for funding while they are temporarily absent from the province for an arts education or artistic opportunity (e.g., artist-in-residence). The absence must be for no more than two years and not be recurring. Applicants must maintain their permanent physical address in Saskatchewan, must intend to return to the province at the end of the term and cannot receive funding from the jurisdiction of their temporary residence.

Proof of residency is not required as part of the application but must be available on request. If requested, applicants must be able to provide three or more documents that verify residency status. Documentation may include, but is not limited to: a valid Saskatchewan Health registration card, a valid Saskatchewan driver's license, evidence of income taxes paid in the previous year as a Saskatchewan resident, and/or other documents that verify Saskatchewan residency. Applicants who fail to provide sufficient documentation upon request will be deemed ineligible.

### Ineligible Applicants

- Applicants who do not meet the criteria for Saskatchewan residency
- Applicants who have received a grant from this program or have applied twice unsuccessfully to it within the last 12 months (*Exception: artists working as both individual artists and in a collective*)
- Undergraduate students enrolled full-time at an educational institution (full-time defined as more than two courses)
- Applicants who have outstanding reports for any previous grant received from the Saskatchewan Arts Board
- Applicants whose submission to this program is incomplete

### Eligible Activities

The *Micro-Grant Program* supports emergent and one-time activities by Saskatchewan artists and arts professionals, arts organizations or groups for projects that impact the artist's or organization's development.

### Ineligible Activities

- *Micro-Grant Program* funds cannot be used to provide additional support to existing projects or activities that have received support through another provincial arts funding program, including operating grant programs like the *Professional Arts Organizations Program* (PAOP) or *SaskFestivals* program (multi-year or annual funding streams).
- *Micro-Grant Program* funds cannot be used to support activities that take place prior to the date of application.

## COLLECTIVES and COLLABORATIONS

- Collectives and collaborations must apply together in a single application. One artist must serve as the lead applicant, submitting the application on behalf of the collective or collaboration, serving as the contact person, and ensuring that all grant and reporting requirements are fulfilled.
- All individual members of a collective or collaboration must meet the program eligibility requirements.
- The application will be ineligible if any individual member of the collective or collaboration has an overdue or outstanding final report for a previous grant from the Saskatchewan Arts Board.

---

<sup>1</sup> Professional artists have completed training in their discipline through formal studies or apprenticeships, maintain a professional practice, and display or present their work in a manner recognized by peers in their art form. Arts professionals are individuals, apart from artists, working in the arts sector, like arts managers or technicians who have achieved a similar status through training and professional practice.

## ASSESSMENT

Applications are reviewed by a panel of Saskatchewan Arts Board program staff based on the merit of the proposed activity on the development of the individual, group or organization.

## REPORTS

Recipients of *Micro-Grant Program* funds are required to submit a final report no later than 30 days after the project end date.

## RECOGNITION OF FUNDERS

Recipients of *Micro-Grant Program* funds are required to acknowledge the support provided by the Saskatchewan Arts Board wherever possible and appropriate.