## Organization information

Please complete your contact information below.

Organization Name

Contact First Name

Contact Last Name

Region (Dropdown list)

* Vancouver Island
* Lower Mainland / Southwest
* Northeast
* North Coast
* Nechako
* Cariboo
* Kootenay
* Thompson – Okanagan

City

Email Address

Phone Number

## Activity criteria

## In order to qualify for a grant, you must meet the following criteria:

* Your organization must be a current BC Museums Association Member. For information about our membership program, please visit our [website](http://museum.bc.ca/members/). [NOTE: First Nations groups, Indigenous Cultural Centres and equity-seeking groups are encouraged to apply. If obtaining a membership in the BCMA is a barrier to your organization, the BCMA may waive this part of the criteria. Please get in touch if this is a concern: [development@museum.bc.ca](mailto:development@museum.bc.ca).]
* Any proposed in-person activities must take place within the applicant’s community.
* All proposed activities must take place during BC Family Day long weekend (i.e. February 17, 18, 19, or 20, 2023).
* Your proposed Family Day activity must be free and accessible to everyone and all ages.
* There must be no financial requirements of the general public to attend the activity.
* Your proposed Family Day activity must be family-oriented.
* Your proposed Family Day activity must be designated and "branded" as a Family Day activity.

**Other important things to know:**

* We will only award one grant per activity location.
* The grant is intended to cover a portion of the activities’ costs.
* Grant awards are up to $1,500 for virtual activities and up to $2,000 for in-person or hybrid activities to account for the increased health and safety costs.
* Awards will be based on the projected impact of your activity in your community and your organization’s need.
* Grant awards will prioritize that a diversity of regions and institutions are represented in the final recipient list.
* The goal of this program is to distribute funds in as many communities as possible to help B.C. families gain access to our wonderful arts and cultural heritage institutions on BC Family Day 2023.
* You must acknowledge the financial support of the Provincial Government in any activity promotional material with the language: “This activity is supported by the Province of British Columbia.”
* Your approved activity will be posted on the Family Day Community Activity Listing page at familyday.bc.ca.
* You will be required to submit a brief post-activity report.

**Eligibility** (Dropdown list)

You (or your organization) must be a current B.C. Museums Association member in order to be eligible for this grant.  [NOTE: First Nations groups and Indigenous Cultural Centres are encouraged to apply. If obtaining a membership in the BCMA is a barrier to your organization, the BCMA may waive this part of the criteria. Please get in touch if this is a concern: [development@museum.bc.ca](mailto:development@museum.bc.ca).]

* My organization is a current BCMA member.
* My organization is not yet a member. Please contact us so we can become a member.
* My organization is not a current BCMA member, but we wish to be considered for this grant program. Please contact us.

## Activity information for grant review and processing:

Activity Name:

Activity Type:

* Online
* In-Person
* Hybrid

(In-person activities only) City where the activity will occur:

(In-person activities only) Name of the facility or venue where the activity will occur:

Date of activity:

Expected number of participants:

Amount of grant applied for:

Description of the activity. NOTE: Awards will be based on projected impact of your activity in your community and your organization’s need.

## Budget Information

Please provide a budget of anticipated expenses for your **full activity.**

Provide dollar amounts where appropriate. You do not need to submit a value for each category.

Please note that your requested amount must only cover a portion of the Family Day coordination.

**[Provide a dollar amount for the total anticipated expenses of our activity]**

* Recovering free-admission
* Covid-19 Safety
* Artist Fees
* Honoraria
* Facility fees
* Software/equipment
* Food/refreshments
* Materials
* Staffing
* Marketing
* Other (Please describe)

Which of the budget categories will you apply grant funds?

**[Check the boxes where you will apply BCMA Family Activity Grant funds]**

* Recovering free-admission
* Covid-19 Safety
* Artist Fees
* Honoraria
* Facility fees
* Software/equipment
* Food/refreshments
* Materials
* Staffing
* Marketing
* Other

## Financial information

[NOTE: Providing the information below does not guarantee or signify in any way that your application has been approved. Application adjudication results will be communicated to you by email.

If you are selected to receive funds you will be required to provide us with your organization’s financial institution information so that we may send your funds via e-transfer.

Please confirm that you have access to the following information so that we can create an e-transfer.

I have access to the following in order to receive an e-transfer for my organization:

• access to online or mobile banking

• email address or mobile number

• bank in Canada

I will be able to provide BCMA with the above financial information if my organization is awarded a grant Y / N

If you are not able to provide us with this information, BCMA may send you a cheque via regular mail.

Please confirm your mailing address:

**Declarations:**

[check boxes]

Should your application be approved, you will be required to send BCMA a brief statement about your activity, grant allocation information, and the number of community members who attended so we can report back to the Province at the end of the program.

The report template will be sent to you with your grant award.

* I agree to provide such a post-activity report including a brief statement, attendance numbers, and photo (if available).

All BCMA members receiving funding commit to

* providing, creating, and/or contributing to safe and respectful working conditions and to fostering a workplace free from discrimination, harassment, and sexual misconduct;
* acting in the best interests of the publics’ trust;
* to support the goals set out by the Truth and Reconciliation Commission and the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP). To achieve these goals, the BCMA encourages members to embrace the ideals of the [Rob Naknakim Declaration](about:blank) and incorporate them into their professional practices.

**The BCMA also encourages botanical and zoological gardens, aquaria and vivaria in its membership to uphold the care standards set forth by the** [**Canada’s Accredited Zoos and Aquariums (CAZA)**](about:blank)**.**

**Members (individual or institutional) who engage in conduct that is unbecoming or inconsistent with the mission and values of the Association may be made ineligible for BCMA funding and programming opportunities, and in breaches in the code of conduct may result in members being expelled from the BC Museums Association, as outlined in the** [**BCMA Bylaws**](about:blank)**.**

* **We agree to uphold the BCMA Member Code of Conduct.**
* I am authorized to submit this application on behalf of the organization and/or activity organizers that I am representing.
* All information submitted with this application is complete, accurate and true.