CANADIANS OF SOUTH ASIAN HERITAGES MUSEUM / CULTURAL CENTRE
COMMUNITY GRANT PROGRAM OVERVIEW

Initiative Context

The Province will be launching a public engagement to inform the vision for a new museum (or cultural centre) in B.C. This museum/cultural centre will highlight the histories, cultures, and contributions to British Columbia from Canadians of diverse South Asian heritages. The purpose of the engagement is to welcome ideas and input from communities who share in these histories and cultures, and whose stories and contributions will be reflected in this initiative along with the public.

Grant Process

A key pathway for engaging communities will be through smaller-scale conversations held in communities, led by organizations embedded in those communities. To support organizations wishing to host engagement sessions with community members, grants of up to $5,000 will be available to help cover costs associated with hosting sessions.

Successful applicants will be provided with guiding resources to help them prepare for hosting and fulfilling grant requirements. Engagements may be hosted in any language; however, the summary report must be provided to the Province in English. Additional honoraria funding is available to support translation and accessibility.

Applicant Eligibility

In order to be eligible for a grant, applications must meet the following criteria:
- Recipients must be a legal entity or registered society
- Ability to deliver engagement session(s) and provide report back within 20 days of the occurrence of engagement session(s)
  - If this timeline is a barrier, please reach out to us to discuss.
- Ability to address engagement questions outlined in the Engagement Framework
- Ability to provide report in English

Application Assessment

Applications will be accepted until June 2024. Once reviewed, notification will be provided to applicants via BCMA@museum.bc.ca.

In assessing grant applications, consideration will be given to ensuring balanced representation in terms of:
- Geographic location
- South Asian communities (ethnocultural, language, and faith-based)
- Other population demographics (e.g. age, socioeconomic, LGBTQ2S+, gender, etc.)
- Type of organizations (e.g. academic vs. community-based)

Reporting Requirements

Grant recipients will need to submit a report on how the funds were used and the results of the engagement.

This will include:

- Details on the number of participants, their general geographic location, as well as other demographic data.
- A high-level summary of the overall session process.
- Provide the responses to questions provided during the engagement session.
- If there were changes to the proposed budget, provide 2-4 bullet points about these changes.

Grant recipients will be provided with notetaking and reporting templates to support them in meeting these requirements.

Eligible Grant Expenses

Eligible expenses must be for the direct costs needed to conduct engagement sessions. Grant recipients may spend funding in one or more of the following categories:

- Event or workshop materials, such as:
  - Pens, paper and other tools
  - Virtual meeting software subscription such as MS-Teams or Zoom
- Fees, such as:
  - Project coordinator's fees
  - Facilitators' fees
  - Workshop fees
- Food and beverage, such as:
  - Food and non-alcoholic beverages for participants and volunteers
- Honorariums, fees and contract agreements, such as:
  - Indigenous or other cultural elders
  - Translators
  - Facilitators, speakers, and cultural workers
  - Technicians
  - **Note:** Conflicts of interest need to be identified in advance
- Marketing and communications, such as:
  - Newspaper ads
  - Social media ads
  - Graphic design fees or software subscription
- Equipment rental, such as:
  - Lighting, sound and audio-visual
- Transportation costs for participants where transportation is a barrier to participation
- Venue rental
- Volunteer expenses

Ineligible Grant Expenses

Applications seeking grant funding to cover expenses in one or more of the following categories will not be considered:
- Salaries and fees not directly related to delivering the project
- Capital projects
- Major equipment purchases

- Alcohol
- Recurring business expenses, such as:
  - Rental of office space
  - Utility, telephone and other recurring expenses