

---

# Elizabeth L. Gordon Art Program

---

## GUIDELINES

PROGRAM DEADLINE: JUNE 28, 2019

### TABLE OF CONTENTS

Program Description	2
Eligibility	2
Types of eligible activities	3
Grant Amount	4
Assessment of Applications	5
Application Process	6
Final Report	6
Privacy Policy	7
Contact Information	7

*CE DOCUMENT EXISTE ÉGALEMENT EN FRANÇAIS.*



## *Program Description*

The Elizabeth L. Gordon Art Program (Program) is a program of the Gordon Foundation and is administered by the Ontario Arts Foundation.

The Program seeks to foster a broader appreciation of Canadian visual art and artists. To facilitate this goal, the Program will assist public art galleries and museums in Ontario grow their permanent collections, encourage initiatives that increase the public's knowledge of collecting or of a gallery or museum's permanent collection, and to support community engagement between a gallery or museum and the local community.

Grants are offered through two granting streams:

### *Acquisition Grants*

Funds raised by eligible galleries and museums from private donors are matched for the acquisition of Canadian works of art. Acquisition Grants are designed to leverage funds for acquisitions that will help galleries and museums deepen their permanent collections, increase knowledge about collections that leads to increased donations of art by private individuals.

### *Development Grants*

Acquisition of art by a public gallery and museum is the outcome of a relationship developed with the donor. Development Grants support initiatives that increase the public's knowledge of collecting or a gallery or museum's permanent collection, help make a gallery or museum's permanent collection more accessible to the public, aid curatorial research, and build stronger relationships with local and regional communities.

The Program recognizes the importance of providing a resource to support visual art appreciation and acquisition in Ontario. This Program is intended to strengthen the permanent collections of public art galleries and museums and foster pride and commitment through community education and involvement.

---

## *Eligibility*

Applications will be accepted from a public art gallery or museum based in Ontario that is:

- Eligible for support from the Ontario Arts Council through either the Public Art Galleries (operating) or Public Art Galleries Projects program;
- a registered charity under the Income Tax Act;

- an incorporated entity governed by a board of directors or advisory board solely responsible for the organization;
- in continuous operation for at least two years providing professional artistic programming; and
- demonstrates sound financial management and can submit verification of financial results for last completed fiscal year with its application.

Agencies of the provincial or federal government are NOT eligible for this Program.

---

## *Types of eligible activities*

Successful applicants are eligible to receive one Acquisition Grant or one Development Grant every year.

Acquisition Grants are available for:

- the acquisition of works of art by both living Canadian artists, or historical works by Canadian artists;
- the acquisition of Canadian works of art that are commissioned, purchased from a collection, or on consignment from an artist or a Canadian art dealer.

Development Grants are available for:

- innovative and creative tools to care for the permanent collection and new ways to promote audience and community engagement;
- activities which highlight works of art within a permanent collection, placing an emphasis on the donor or collector relationship, and helping to foster an appreciation of gifting and collecting works of art;
- teaching aids (such as educational material, training sessions or a lecture series) which help educate volunteers and donors on a public gallery or museum's permanent collection or exhibition;
- professional development opportunities for gallery staff for training in collection management best practices (enhancing community engagement and partnering); and
- education and outreach programs (such as the touring of a gallery or museum's permanent collection).

Development grants are not available for:

- the conservation and restoration of works of art; and
- ongoing administrative or operating expenses of the gallery or museum.

To be eligible for either an Acquisition Grant or Development Grant, artwork(s) must be acquired after an application has been made to the Program, or a Development activity/initiative has been planned and forms part of the public gallery's calendar of events.

To receive payment for an Acquisition Grant, all successful applicants are required to provide proof of purchase which includes both the sales receipt and cancelled cheque (both sides), as well as a one-page appraisal by either a professional appraiser, or a commercial gallery, certifying the fair market value of the work of art at the time of the acquisition.

Should an organization choose to acquire a work of art after sending the application but before receiving the official grant notification letter from the Ontario Arts Foundation, it does so at its own risk if the application is not successful.

---

### *Grant Amount*

	2019 Maximum Grant Allocation
Acquisition Grant (maximum grant)	\$10,000
Development Grant (maximum grant)	\$ 7,500
<b>Total Program Budget</b>	<b>\$45,000*</b>

\*Please note, the Ontario Arts Foundation may re-allocate the granting budget between the acquisition and development streams, based on the number and quality of applications in a granting year.

The amount of the grant can vary, based on the amount requested. Acquisition Grants must be matched by the applicant via a donation, commitment or pledge for the art work to be acquired. Matching funds can be raised through private sector or government revenue.

Grants cover the purchase price of works of art.

The Program has been designed to ensure that grants are available for galleries and museums of all sizes across Ontario, subject to demand.

Successful applicants are eligible to receive one Acquisition Grant or one Development Grant per year.

Grants can be used for the acquisition of one work or several works. The Ontario Arts Council jury may approve partial grants for a portion of the acquisition request for several works.

---

## *Assessment of Applications*

All applications will be assessed by an Ontario Arts Council jury made up of artists, other arts professionals and volunteers with direct experience working with public art galleries or museums in their communities. A new jury is formed every year. Applications will be evaluated on how an organization fosters a broader appreciation of Canadian art and artists through:

- An organization's mandate and vision;
- Activities which embody the organizations' mandate/vision;

### Acquisition Grant:

- The relevance of the work being acquired to the organizations' mandate and permanent collection;
- A stated commitment to collecting and exhibiting Canadian art;
- How the organization provides Canadian artists with the opportunity to present work/undertake professional development;
- How the work(s) will be promoted, exhibited, and used in the gallery's commitment to engagement with local and web-based communities; and
- How the community will have access to the newly acquired work(s).

### Development Grant:

- The project's relevance to the institution's mandate and vision;
- Activities which demonstrate a commitment to engage their local community via art education and other outreach activities;
- How the organization demonstrates sustained support via partnerships, volunteers, sponsorships and regular sources of funding;
- The relationship of the development project's connection to the community and audience; and

- How the project will be promoted, and/or how the community will be given access to the activity or resources created through the grant.

---

## *Application Process*

Please read each point carefully and make sure you have followed all directions:

- Application forms are available on-line at [www.oafdn.ca](http://www.oafdn.ca)
- We will accept applications no later than **June 28, 2019**.
- We will accept applications by mail as long as they are received or postmarked by Canada Post or a courier company no later than the deadline. Or you may hand deliver your application to the Ontario Arts Foundation office: 390 Bay Street, Suite 1206, Toronto.
- You are required to submit **six (6) copies** of all application material.
- Check to ensure your application is complete and accurate. You must complete the certification section of the application in order for your application to be considered for funding.
- We will notify you by email when we have received your project application package. For greater certainty, please also feel free to contact us to ensure the full application has been received and is complete.
- You will be informed of the result of your application **approximately 12 weeks** after the June 28<sup>th</sup> deadline.

---

## *Final Report*

### Acquisition Grant Report:

To receive payment of an approved Acquisition Grant, all successful applicants are required to submit one Acquisition Report for each work purchased. For this grant, the Acquisition Report constitutes the final report.

Successful applicants will have **12 months** from the notification of a successful application to finish fundraising and make the acquisition. In the event an acquisition grant was approved but the acquisition was not made in the 12-month period, the grant will not be made. Successful applicants are free to re-apply in a subsequent year for an Acquisition Grant again but are not guaranteed their application will be approved.

#### Development Grant Report:

Successful applicants are required to submit a final report to the Ontario Arts Foundation by the end of the organization's fiscal year in which the grant is made.

---

## *Privacy Policy*

The Ontario Arts Foundation is committed to protecting the privacy of the personal information of individuals, donors or other stakeholders. We will make every effort to ensure that information provided to us is recorded accurately, securely and in keeping with applicable laws regarding privacy. This policy is based on the principles of the federal Personal Information Protection and Electronics Documents Act ("PIPEDA") that guide how organizations collect and use personal information.

It is the policy of the Foundation to protect personal information by instituting safeguards to protect personal information against loss or theft, as well as unauthorized access, disclosure, copying, use or modification. This policy will protect personal information regardless of the format in which it is held, ensure that employees are aware of the importance of maintaining the confidentiality of personal information, and use care to prevent unauthorized access of personal information.

---

## *Contact Information*

We are committed to helping organizations present themselves as favourably as possible to the jury. You are strongly encouraged to call with questions about your application before the deadline. Because we anticipate receiving many inquiries, please call with questions as far in advance as possible.

If you have any questions, please phone or email:

Alan Walker  
Executive Director  
Ontario Arts Foundation  
416-969-7413 | [awalker@oafdn.ca](mailto:awalker@oafdn.ca)

Ann Boyd  
Director of Administration,  
Ontario Arts Foundation  
416-969-7411 | [aboyd@oafdn.ca](mailto:aboyd@oafdn.ca)

(out of town, within Ontario, dial 1-877-386-8029)

Ontario Arts Foundation  
390 Bay Street, Suite 1206  
Toronto, ON M5H 2Y2  
[www.oafdn.ca](http://www.oafdn.ca)