

Below are the questions you will be asked in the online form. You will not be able to edit your responses once they have been submitted. We recommend writing out your responses out in a separate document before submitting. Submit your final answers using the [online form linked here](#).

We do not expect the answers to be exhaustive. Just a general overview and highlight of the past year. Please contact program officer Lauren Williams at lauren.williams@novascotia.ca if you have any questions.

OVERVIEW

1. Name of Organization
2. Contact Person
3. Contact Email
4. Contact Phone Number
5. What is the annual start date of your organization's fiscal year?

REPORTING: ARTISTIC IMPACT

Reflecting on the past year in the context of the COVID-19 pandemic, please answer the following questions about artistic impact in your organization. Arts Nova Scotia considers the following as markers of artistic impact:

- How programming furthers the artistic vision of the artistic leadership and the organization
 - The quality and quantity of the organization's programming and artistic activity as described for the last complete season, current season and request year(s)
 - How the programming is achievable and appropriate for the organization's capacity
 - How the proposed program supports the development of the general art form and of artistic practice in nova scotia
 - The organization's commitment to the support and presentation of work by and employment of Nova Scotian artists
6. Provide a few examples of artistic activity that your organization was able to maintain, adapt or create in the past year? 200 words or less.
 7. Providing some examples, what planned activity was your organization unable to undertake during the past year? 200 words or less.

8. What were some ways that your organization was able to support the presentation, employment and/or development of Nova Scotian artists in the past year? 200 words or less.

REPORTING: AUDIENCE & COMMUNITY ENGAGEMENT

Reflecting on the past year in the context of the COVID-19 pandemic, please answer the following questions about audience and community engagement in your organization. Arts Nova Scotia considers the following as markers of audience and community engagement:

- Dissemination - the ways in which an organization reaches its audience (performance, presentation, touring, exhibition, etc.)
 - Audience numbers as seen within the context of the discipline, genre and region
 - Audience development, education and engagement - how the organization provides opportunities for the public to engage and interact with artists and art (workshops, artistic talks, blogs, etc.) And serves the communities addressed
 - How the organization's community engagement practices serve the artistic vision
 - How the organization develops and maintains collaborative relationships/partnerships within the broader community
 - How the organization provides opportunities and support for the professional development of professional and pre-professional artists
 - The effectiveness of marketing and communication activities
9. In what ways were you able to stay connected with your audience over the past year? 200 words or less.
 10. Did your strategy for engaging with your audience and community change over the past year? If so, how? 200 words or less.

REPORTING: ORGANIZATIONAL EFFECTIVENESS

11. Please note any changes in staffing, if any, your organization had over the past year. Please note if any of these changes were a result of COVID-19.
12. Please provide a list of current staff members and positions.
13. Please provide a list of board members and their positions as of March 1, 2021.

PLANNING AHEAD: 2021-2022

14. Provide some examples of activities you are planning for in 2021-2022. 200 words or less.
15. What strategies are you using to plan for the future in the context of COVID-19? 200 words or less.

CONCERNED STATUS

16. Is your organization currently under concerned status?
 - a. Yes
 - b. No
17. Organizations who are under concerned status are required to provide a separate two-page document providing an explanation for the problems identified in the concerned status notification letter and a recovery plan.
 - a. We understand. A separate two-page document will be emailed to lauren.williams@novascotia.ca by March 1st, 2021.
 - b. Other.

APPLICANT CATEGORY

Group 1

Group 1 applicants are organizations that meet the basic eligibility criteria and have a median revenue of between \$40,000 and \$160,000. Median revenue is calculated using actual revenue as reported on financial statements from the previous four years of operation. Initial base grant amount \$10,000.

Group 2

Group 2 applicants are organizations that meet the basic eligibility criteria and have a median revenue of between \$160,000 and \$650,000. Median revenue is calculated using actual revenue as reported on financial statements from the previous four years of operation. Initial base grant amount \$25,000.

Group 3

Group 3 applicants are organizations that meet the basic eligibility criteria and have a median revenue in excess of \$650,000. Median revenue is calculated using actual revenue as reported on financial statements from the previous four years of operation. Initial base grant amount \$50,000.

18. What category does your organization fall under?
 - a. Group 1 – Annual Applicant
 - b. Group 2 – Multiyear Applicant
 - c. Group 3 – Multiyear Applicant

ARTISTIC INNOVATION 2020

19. For 2021-2022, Arts NS will be providing Artistic Innovation funds as a one-time top-up to account for additional COVID-19 related expenses for Groups 2 and 3.
- We understand and would like to receive a one-time COVID-19 Artistic Innovation top-up.
 - Other

FINANCIAL INFORMATION

20. In addition to filling out this form we require a copy of your financial statements from your most recent fiscal period. As well, we require a completed Financial Template (separate Excel spreadsheet) showing your current year budget, your year-end forecast, and your budget for the coming year. The Financial Template is available here on our website: <https://artsns.ca/programs/operating-assistance-arts-organizations>
- We understand. Our most recent financial statements and a completed Financial Template will be emailed to lauren.williams@novascotia.ca by March 1st, 2021.
 - Other

FEEDBACK

21. Is there anything else you would like to share with us?