



Cultural Hotspot Ignite Ideation Fund Call for Applications

Get your creative project off the ground with support from Cultural Hotspot's Ignite Ideation Fund, a new pilot project funding stream from the City of Toronto. Application closes Monday July 24, 2023, at 7:00 PM.

Now in its 10th year, [Cultural Hotspot](#) is an annual arts, culture and community program that advances and celebrates Toronto's outside-the-core communities through funding for artists/creatives, artistic collectives and not-for-profit organizations to lead free community-engaged arts programming, which include employment and mentorship opportunities for equity-deserving youth.

The **Ignite Ideation Fund** can help you plan, research, and test out new creative community arts project ideas, learn, and build capacity for your organization or artistic/creative practice. This fund will prioritize past/current Jane and Finch resident artists and neighbourhood-based groups/organizations to lead projects that aim to benefit the Jane and Finch community.

We are offering \$2,500 to \$5,000 per successful proposal to support exploratory, concept development and capacity-building activity. We ask that you apply specifically for the amount that you need.

The ideation phase of your project does not have to result in an artistic product. It is more about giving you paid opportunities to explore, learn and build capacity around your idea and or practice. This can lead you to new learnings, discoveries, and resources, such as people, collaborators, funding and community networks and assets that can be used to grow your idea and/or test it out.

Findings can then be applied to the next phase of a community arts project or to inform arts and culture work that you are doing and or be shared with other local artists, creatives, and arts organizations. This includes laying the groundwork to be better positioned to apply for larger Cultural Hotspot funding opportunities ranging between \$9,000 to \$22,000 in 2024 and 2025.

Key Information:

- **Total fund amount:** \$50,000 to support up to 10 projects
- **Funding:** \$2,500 to \$5,000 per proposal (excluding trustee fee where applicable)
- **Application opens:** June 8, 2023
- **Application closes:** July 24, 2023
- **Activity/project to be completed** by the end of February 2024



Who can apply: Artists, creatives, artist collectives, grassroots and resident-led groups and small to mid-sized community organizations based in, or who may have been displaced from, living or working in from Jane and Finch for any reason.

Applicant Criteria:

Applicants should meet the following criteria:

- You are a Toronto resident
- You (or the majority of you, if working collaboratively) live or are professionally based in Jane and Finch or have been displaced from the community

Project Information:

What kinds of projects do we fund?

This is an opportunity for you to explore creative ideas, capacity-building for your artistic/creative practice, and to collaborate on ideas.

You might be looking to do a short project, or you could have an idea for something more ambitious that will need extra time and resources beyond the scope of the funding amount.

The exploratory, concept development and capacity-building activity you propose may involve any, or all, of the following types of activity:

- **Learning** - Take part in a workshop, course, or tutorial to understand something new or better. Work with a mentor or collaborator who will help you gain new skills and knowledge.
- **Experimenting** - Spend time investigating and discovering concepts, tools, techniques, or technologies in new ways.
- **Creating** - Make quick, rough examples to test your ideas, validate your project and put new skills into practice.
- **Outreach** - Present your ideas, models or work-in-progress to Jane and Finch residents who can give critical feedback.

Testing ideas early creates valuable insights, learning and opportunities that that can shape, reshape, and rethink a project's vision and impact.

We will support creative projects that are led, inspired by (or celebrate), and aim to benefit the Jane and Finch community

This can include (but is not limited to):

- Visual artworks including photography
- Interactive and immersive experiences or performances
- Workshops
- New forms of storytelling
- Video or audio works
- Creation of toolkits



- Collaborations to explore ideas and solutions that will support growth of local artists/arts organizations
- Capacity-building including mentorships

The project you are applying for should be either:

- A new project, or
- An extension of an existing project that explores and benefits Jane and Finch in a way that is new to the project.

We want to know how you will use your time

Your exploratory and capacity-building activity must be completed by the end of February 2024.

What will you do during that time to get your project off the ground? What are your outcomes?

We are looking for projects that may have greater impact

Does your project have the potential to go beyond the scope of the exploratory, concept development and capacity-building activity we can support? Can the project be used as a springboard to deliver a larger community-engaged arts and cultural project by applying for Cultural Hotspot funding in 2024 and or 2025?

We'd like to know what you think the future of your project could be and what you would do if you were offered the opportunity to continue developing or offering it. If you're not quite sure we can help you to think about it as part of your application.

We can support exploratory and capacity building costs up to \$5,000

Clearly describe how this funding would be used towards the exploratory, concept development and capacity-building activity you're planning to do.

We expect successful funding recipients to meet the following reporting requirements

- Complete and submit an Interim Report and Budget no later than December 4, 2023, for final funding disbursement
- Provide completed Cultural Hotspot Quarterly Performance Indicators on each of the following dates: Oct 5 (Q3), Dec 7 (Q4) and 2024 (Q1) with final report
- Complete and submit a Final Report and Budget no later than April 1, 2024

How can we help?

We can also help you with:

- Support to identify trustees, mentors, collaborators and learning opportunities
- Guidance and practical advice on project management, finance, budgeting and purchasing
- Support accessing space for projects at City-owned properties, like community centres, as well as private bodies



- Support to promote your project and create opportunities to reach audiences and connect to local networks and test your idea
- Ongoing promotion from Cultural Hotspot

How to apply:

If you meet the eligibility criteria above, you can request a Word document of the application form by contacting CulturalHotspot@Toronto.ca using the subject heading 'Ignite Ideation Fund 2023'. We will also accept applications in the form of video or audio links/files using the application form as a guide to what content to include.

The application form will ask for some information about you and the exploratory, concept development and capacity building activity you'd like to do.

You will also be asked to outline how you plan to spend your requested funding amount. Examples of exploratory, concept development and capacity building costs include (but are not limited to):

- A fee for your time spent working on the project. We consider a fair fee to be \$371 per day (per person) for eight (8) hours.
- Paying a mentor or collaborator a fee for their time and labour
- Learning and skills development costs such as relevant workshops, courses, books, etc.
- Use of a studio, project space or other venue to carry out your exploratory, concept development and capacity building activity

Who must work with a Trustee

Artists, creatives and groups that do not have official not-for-profit status must work with a trustee organization to receive funding. A trustee is an incorporated not-for-profit organization with audited financial statements and the financial systems in place to administer your group's grant funds. The trustee organization should have knowledge about the vision of your project or experience in the community you work with. It could be an organization that you/your collective are currently working with or have worked with in the past. The trustee does not need to be confirmed at the application stage.

Trustee fees

Trustee organizations may charge administrative fees for their services. The Cultural Hotspot allocates funding for trustee fees of up to 10% of the total funding amount. This means if you applied for \$5,000 in funding, the trustee fee would be \$500 (\$5,000 x 10%). If you will be working with a trustee, please account for the trustee fee in your application.



How do we choose who gets funding?

We aim to fund ten (10) proposals. Your application will be assessed by the Cultural Hotspot project team and a member from the Jane/Finch Centre against the following criteria:

Project

The proposed activity will happen in Jane and Finch and support local or displaced artists and arts organizations (this can include yourself). The activity is clear and achievable in the fund's timeframe and funding amount.

Budget

Activity costs have been carefully considered, are reasonable and justifiable, and are of clear benefit to you, your creative practice and the Jane and Finch community (now and or in the future).

Impact

The activity resonates with the community culture of Jane and Finch and will benefit your creative practice and the Jane and Finch community. You preferably demonstrate desire to progress your project beyond this initial exploratory, concept development and capacity building activity.

Contact us

If you have any questions about the Ignite Ideation Fund that need answering before you apply, please get in touch. We can answer your questions in writing, or you can book an online meeting with us. Email CulturalHotspot@Toronto.ca to request an advice session and we'll find a time before the application deadline that works for you.

What is the deadline?

Application closes Monday July 24, 2023, at 7:00 PM. We'll contact you in August 2023 with news about your application status.

Thank you for the time you invested to apply.