

BRITISH COLUMBIA MULTICULTURALISM GRANTS

GUIDELINES

2023/2024

Last Updated: October 31, 2023

Table of Contents

1. INTRODUCTION	3
1.1 Program Objectives	3
2. WHO CAN APPLY	4
2.1 Eligible Applicants:	4
2.2 Ineligible Applicants:	4
3. GRANT APPLICATION PROCESS	5
3.1 Funding	5
3.2 Eligibility	5
3.3 Eligible Expenses:	7
3.4 Ineligible Expenses	8
3.5 Key Dates	8
3.6 Preparation of Grant Application	8
3.8 Application Assessment	10
4. SUCCESSFUL APPLICATIONS & GRANT RECIPIENT OBLIGATIONS	12
4.1 Funding	12
4.2 Final Report	12

1. INTRODUCTION

In accordance with the BC *Multiculturalism Act*, the B.C. government administers an annual grants program to support the Act's policies. These policies include:

- Promoting cross cultural understanding, respect, attitudes and perceptions that lead to harmony among British Columbians of every race, cultural heritage, religion, ethnicity, ancestry and place of origin,
- Fostering the ability of each British Columbian, regardless of race, cultural heritage, religion, ethnicity, ancestry or place of origin, to share in the economic, social, cultural and political life of British Columbia, and
- Reaffirming that violence, hatred, and discrimination on the basis of race, cultural heritage, religion, ethnicity, ancestry or place of origin have no place in the society of British Columbia.

1.1 Program Objectives

The objectives of the 2023/2024 Multiculturalism Grant program are to build intercultural interaction, trust and understanding, or challenge racism, hate, and systemic barriers.

- *Build intercultural trust and understanding among all British Columbians:*
Affect individual, attitudinal change by supporting opportunities for British Columbians to interact across cultures, and learn about historic injustices and the contributions of diverse communities.
- *Reduce systemic barriers to participation by under-represented, racialized groups:*
Affect systemic and institutional change by supporting initiatives aimed at improving access to public services, reducing discriminatory treatment, and improving the participation of under-represented, racialized groups in the economic, social, cultural, and political life of B.C.

2. WHO CAN APPLY

2.1 Eligible Applicants:

- Organizations must be registered non-profits, incorporated, and in good standing under the Societies Act [SBC2015], or a British Columbia-based, federally registered charity, also in good standing.
- Indigenous (First Nations, Inuit or Métis) governments, tribal councils, band councils, or organizations.
- Provincial public institutions such as boards of education, schools, colleges and universities, libraries, chambers of commerce, hospitals, and other health-care institutions with at least one BIPOC-led non-profit society as a partner
- Municipal and regional district governments with at least one BIPOC-led non-profit society as a partner
- Private sector organizations with at least one BIPOC-led non-profit society as a partner
- Applicants should be in good standing with the Ministry with respect to submission history for previous multiculturalism grant final reports.
- Eligible organizations may submit only one application for a Multiculturalism Grant during the 2023/2024 intake.

2.2 Ineligible Applicants:

Organizations that do not meet the eligibility criteria outlined above but wish to undertake a project that meets the 2023/2024 Multiculturalism Grant objectives are encouraged to partner with an organization that meets the above criteria. The organization that meets the criteria will then act as the fiscal agent for the grant.

3. GRANT APPLICATION PROCESS

3.1 Funding

The total funding available for the 2023/2024 Multiculturalism Grant is \$300,000.

The maximum grant funding per organization is \$5,000. Therefore, applications for funding must not exceed \$5,000. Any project applications that seek funding in excess of \$5,000 will not be considered for a grant.

3.2 Eligibility

All funds are to be used for the benefit of building cross-cultural and intercultural interaction, trust, and understanding between British Columbians, OR reducing racism and systemic barriers for the residents of the province.

Eligible applications must:

- Involve activities occurring between **March 1, 2024, and March 31, 2025**. Activities occurring before or after this date range are **not eligible**.

- Meet the definition of either/or:
 - Building Intercultural Interaction:
Projects that build cross-cultural and intercultural interaction, trust and understanding between people of different ethno-cultural, racial, religious and other backgrounds through a range of activities, programs, events and approaches, including but not limited to:
 - Arts engagement activities
 - Sports engagement activities
 - Interfaith dialogue and engagement activities
 - Youth dialogue and engagement activities
 - Truth and Reconciliation dialogue and engagement activities
 - Tools and resource development
 - Other approaches or activities

- Anti-Racism and Systemic Change:
Projects that challenge racism, hate and/or reduce systemic or institutional barriers for under-represented, racialized and/or other minority groups, especially those that use a collaborative community approach.
- Provide financial information including total revenues, total expenditures, total assets, and total liabilities for the organization’s most recent fiscal year.
- Provide project budget information, including all cost and expenditures, actual and forecasted, associated with the project
- Provide all sources of funding or revenues for the project (including the amount requested from the 2023/2024 Multiculturalism Grant)
- Ensure that wherever possible, events and projects are accessible both financially and physically; and that they are inclusive of multiple groups.
- Ensure that wherever possible, the applicant partners with other community groups and organizations.

Festivals and Cultural Celebrations

Funding for festivals or cultural celebrations is not eligible under this grant, unless the funding will be used for the following purposes:

- To conduct specialized outreach efforts to increase participation from groups that would normally not attend your project
- To support specific activities that would lead to meaningful intercultural interaction among diverse participants.
- To support partnership and collaboration with other cultural or racialized groups in the planning, delivery and evaluation of the project.

Applicants seeking funding for festivals or cultural celebrations should consult with the Ministry prior to submitting an application to discuss the eligibility of their proposal. These applicants are also encouraged to seek alternative sources of funding available through other grant programs such as:

- BC Community Gaming Grants – Arts and Culture Grants:
<https://www2.gov.bc.ca/gov/content/sports-culture/gambling-fundraising/gaming-grants/community-gaming-grants>
- BC Arts Council – Community Arts Festivals Grants:
<https://www.bcartscouncil.ca/program/community-arts-festivals/>

- Destination BC – Tourism Events Programs: <https://www.destinationbc.ca/BC-Tourism-Industry/Municipal-and-Regional-District-Tax-Program/Tourism-Events-Program.aspx>
- Canadian Heritage - Community Support, Multiculturalism, and Anti-Racism Initiatives Program: <https://www.canada.ca/en/canadian-heritage/services/funding/community-multiculturalism-anti-racism.html>

3.3 Eligible Expenses:

Eligible expenses are the actual and direct costs related to the applicant’s project, and deemed to the best knowledge of the applicants, to be reasonable and necessary for the successful implementation of the project.

Selected applicants must spend funding in one or more of the categories listed below:

- **Equipment rental** (i.e. lighting, sound, audio-visual, sports equipment, etc.)
- **Event or workshop materials** (i.e. pens, paper, other tools, etc.)
- **Fees** (i.e. project coordinator’s fees, artists’ or coaches’ fees, workshop fees, training/educational fees, performance fees, etc.)
- **Food and beverage** (i.e. food and non-alcoholic beverages for participants and volunteers, etc.)
- **Honorariums, fees and contract agreements** (i.e. Indigenous or other cultural elders, facilitators, speakers, artists, coaches and cultural workers, technicians etc.)
* *Note - conflicts of interest need to be identified in advance.*
- **Marketing and communications** (i.e. newspaper ads, graphic design fees, etc.)
- **Transportation** (transportation costs where transportation is a barrier to participation, etc.)
- **Venue rental** (i.e. any identified programming space, etc.)
- **Volunteer expenses** (i.e. t-shirts (for identification purposes only), refreshments, etc.)

Project Focused Funding

The BC Multiculturalism Grant program assists short-term, time-limited projects. It does not provide on-going operation support. However, activities which enhance or add to on-going or core programs or events are eligible for support.

Fundraising

To promote accessibility, the BC Multiculturalism Grant program supports free community events or projects. Should requested grant funding not be sufficient to cover the full costs of a project, applicants may charge participants limited cost-recovery fees only. Any projects including fundraising beyond project cost-recovery are not eligible for support.

3.4 Ineligible Expenses

Applications seeking grant funding to cover expenses in one or more of the categories listed below will not be considered:

- Salaries and fees not directly related to delivering the project
- Fundraising beyond project cost-recovery
- Capital projects
- Major equipment purchases
- Alcohol
- Recurring business expenses (i.e. rental of office space, utility, telephone and other recurring expenses)

3.5 Key Dates

Grant Opens:	October 26, 2023
Grant Closes (deadline):	November 20, 2022, 5:00 PM. Pacific Standard Time
Grant Notification:	by March 31, 2024
Project Dates:	March 1, 2024 – March 31, 2025

3.6 Preparation of Grant Application

All applications must include the following components:

1. Completed **application form**, including:
 - a. Registered society or charity number

- b. Project information
- c. Project budget
- d. Organizational information
- e. Organizational financial information

3.7 Application Submission

The Ministry will only accept one (1) application from each applicant organization.

Completed applications will only be accepted online through application form at the BC Multiculturalism Grant program [website](#).

Applications submitted by mail, courier, fax or email **will not** be accepted.

Attachments, including letters of support, links to webpages, or other supplemental material will not be accepted. Please include all relevant information in the application.

Submit your application early to avoid potential heavy online traffic on the application deadline date. Applications received after the deadline 5:00 p.m. Pacific Standard Time on Monday, November 20, 2023, regardless of circumstance (including technical difficulties) will not be processed.

Acknowledgement after submission:

Receipt of applications will be acknowledged by e-mail minutes after submission.

Following the evaluation period, the applicant's main point of contact will be notified of the application results or provided with a status update by March 31, 2024.

If you have not heard from the Ministry by March 31, 2024 regarding your application please contact the Multiculturalism Branch at multiculturalism@gov.bc.ca.

Consultations:

Between October 26 and November 20, 2023, while the Multiculturalism and Anti-Racism grant window is open to accept submissions, ministry staff are not permitted to provide feedback on previously submitted applications or review proposed project ideas to maintain equity and fairness in the application process.

3.8 Application Assessment

All applications will be assessed and adjudicated by the Ministry for completeness and eligibility. Applicants will be informed of results by March 31, 2024.

The specific criteria that applications will be evaluated on include, but are not limited to, the following:

1. Grant Goals (20 points)

- Application demonstrates ability to meet one of the goals of the 2023/2024 Multiculturalism and Anti-Racism Grant.
- Application clearly articulates its purpose.
- Application clearly identifies the problem or issue that the proposed project is intended to address and demonstrates how the proposed project will support positive change.

NOTE: The BC Multiculturalism Grant program invites applications from all regions of the province and aims to support all sizes of organizations applying for this grant. Therefore, considerations will be made to ensure grants will be equitably distributed across the province.

Regional/City score breakdown:

Project will take place in the City of Vancouver (0 points)

Project will take place in Greater Victoria or Metro Vancouver municipality other than the City of Vancouver (3 points)

Project will take place outside of Metro Vancouver or Greater Victoria area (5 points)

- (Metro Vancouver municipalities: Anmore, Belcarra, Bowen Island, Burnaby, Coquitlam, Langley, Lions Bay, Maple Ridge, New Westminster, North Vancouver, Pitt Meadows, Port Coquitlam, Port Moody, Richmond, Surrey, Tsawwassen, West Vancouver, White Rock)

2. Quality and Merit of Proposed Activities (40 Points)

- Application clearly describes project, including a proposed work plan outlining clear, realistic and achievable goals.
- Application clearly describes the problem or issue the project will address.
- Application clearly demonstrates how diverse participants will be engaged in the project through deliberate outreach and engagement activities.
- Application prioritizes intercultural interaction between groups that may not otherwise interact with each other and/or have a history of negative interaction

OR prioritizes anti-racism and/or systems change activities with new targeted audiences.

- The project aims to make meaningful change in attitudes and trust levels between groups and/or improve access and opportunities for under-represented, racialized groups.
-

3. Organizational Capacity (25 Points)

- Application clearly describes the applicant's ability to deliver the project.
- Application includes examples of two projects involving public engagement the organization has managed within the last two years.
- Application includes a complete and reasonable budget that includes expenses for expected results.
- Financial information demonstrating applicant has adequate resources to undertake the project.
- Sources of additional financial support are identified if applicable (e.g. other grants / leveraged funds / other sources), is realistic and responsible use of resources (funds, volunteers, etc.).
- Applicant demonstrates that it has managed financial resources in its most recent fiscal year and has balanced organizational revenue with expenses.

4. Partnership and Collaboration (15 Points)

- Application demonstrates the development of the project through collaboration between multiple stakeholders.
- Application demonstrates that diverse viewpoints and perspectives of under-represented and/or marginalized groups will be incorporated into the planning, execution and evaluation of the project.
- Application includes legacy plan to share or apply project with a wider audience/network.

Assessment and Reporting

If an organization has received a Multiculturalism Grant in previous years (2022-2023 or earlier) but has not complied with the grant program reporting requirements, this will be taken into consideration prior to making a final decision on the new application.

Funding decisions are final and will not be revisited or appealed.

Only completed and submitted applications received prior to 5:00 PM. Pacific Standard Time on Monday, November 20, 2023 will be considered. It is the responsibility of the applicant to ensure that their application was successfully submitted.

4. SUCCESSFUL APPLICATIONS & GRANT RECIPIENT OBLIGATIONS

4.1 Funding

Applicants who are approved to receive a 2023/2024 Multiculturalism Grant will receive a letter notifying them of the decision and the grant amount. The Ministry will make payments to the recipient organization as indicated in the application package.

Grants are paid in one installment.

Funds may only be used for the eligible activities outlined in your application. Significant changes to the use of funds must be approved by the Ministry of Attorney General & Minister Responsible for Housing. Funds may not be transferred to other activities or organizations.

Applicants are required to retain all supporting receipts. Applicants will only submit receipts if requested to do so by the Ministry.

Unspent funds must be reported to the Ministry in the Final Report (see below). The Ministry reserves the right to request that funds be repaid to the Ministry if the project is not undertaken or completed.

4.2 Final Report

Successful applicants will be required to submit a final report no later than March 31, 2025 or 30 days after the project is complete for projects occurring between March 1 and March 31, 2025. The Final Report template can be found on the Multiculturalism Grant program [website](#).

The report must detail the activities of the project and indicate how it met the goals of the 2023/2024 Multiculturalism Grant program. The report must include the following:

- Contact information – name of organization, contact person, email address and telephone number.
- Project information – project/event date(s), name of project/event, location(s), anticipated number of participants, actual number of participants.
- Brief explanation of why this project was undertaken, including expectations, and whether expectations were met.
- Brief explanation on how your project met the program objectives of the 2023/2024 Multiculturalism Grant program (See Section 1.1 of these guidelines).
- Brief explanation of the most significant thing that happened as a result of your project.