

# Citizens Invited to Apply for Appointment to Arts and Culture Grant Juries

The City of Greater Sudbury recognizes the value that arts and culture contribute to the community with investments through the Arts & Culture Grant Program. The Greater Sudbury Development Corporation (GSDC) is seeking citizens for appointment to its Arts & Culture Grant Juries to enhance the GSDC's decision-making process through community engagement.

## Jury Objectives

Working with the Business Development Officer for Arts & Culture, jurors will have the role of reviewing and evaluating applications submitted annually to the City of Greater Sudbury Arts & Culture Grant Program. The juries review application materials, following which they discuss and score applications based on the assessment criteria laid out in the Arts & Culture Grant Program Guidelines (i.e.: artistic/cultural merit, community impact/benefits and organizational/financial health) and alignment with the *Greater Sudbury Cultural Plan*. Staff will work with the jury to recommend funding in accordance with merit and available funds. The GSDC Board will receive these recommendations to determine and finalize funding allocations.

Unless otherwise determined, jurors will review online applications between February and March and jury deliberation meetings will be held virtually over the course of one weekend during the months of April and/or May.

## Jury Composition

Jurors will be selected with consideration to fair representation of cultural/artistic disciplines, gender, generations, and cultural diversity. Nominees must be residents of the City of Greater Sudbury and at least 18 years old. Appointments to the jury are unpaid volunteer positions.

The **Project Jury** will evaluate applications to the Project Grant Stream for special or one-time activities. The **Operating Jury** will evaluate applications to the Operating Grant Stream for ongoing activities of established local cultural organizations. In addition to representation from the GSDC Board, the jury will be composed of **professional artists, administrators from arts and culture organizations and community members at large**.

## Nomination Process

Written or e-mail letters and résumés may be addressed to **Emily Trottier**, Business Development Officer, and e-mailed to [Emily.Trottier@greatersudbury.ca](mailto:Emily.Trottier@greatersudbury.ca). All letters should clearly indicate your reasons for wishing to serve on the jury and a list all direct affiliations with local arts and culture initiatives.

**Deadline for Applications – 4:30 p.m., Thursday, December 16, 2021**

## **Mandate & Responsibilities**

The Juries will oversee the evaluation process for the grant allocation recommendations that are submitted by arts and culture organizations on an annual basis. Members of the Juries will agree to undertake the following responsibilities:

- Read materials prior to meetings and participate actively in deliberations and discussions.
- Evaluate applications based on the assessment criteria laid out in the Arts & Culture Grant Policy.
- Recommend a fair scoring of the application with comments.
- Seek to fully understand the future potential scenarios for the community and the implications, both positive and negative and have regard for the City's commitment to supporting the growth of the local arts and culture sector.
- Endeavour to think broadly as a community member, setting aside personal interests.
- Seek consensus through a respectful exchange of ideas.

## **Operating Procedures**

- The Jury terms will expire on July 30, 2022, unless extended by resolution of the GSDC Board.
- Vacancies that arise during the Juries' term will be filled by the GSDC Board at its discretion.
- It is expected that the Juries will meet virtually over the course of one weekend during the deliberation period. Circumstances may require special meetings or jury consultation via email; these will occur with approval on a case-by-case basis.
- Notice of meetings will be provided by staff in a timely manner. Agendas will be circulated one week prior to the meeting.
- Quorum for the Jury will consist of four members.
- Funding for grant administration will be provided by the City of Greater Sudbury and the GSDC.
- The jury will abide by the GSDC Conflict of Interest Policy, for example in cases where a juror has a pecuniary interest in an applicant organization, this may render him/her ineligible to sit on the jury for that grant stream.
- All information in the application packages and meeting discussions are confidential and members of the Jury will abide by instructions on confidentiality as requested.
- The jury is required to provide constructive feedback which will impact funding allocation recommendations, which are to be part of a final report to the GSDC Board for approval no later than June 2022.

## **Time Commitment**

Time will be required on the part of jury members in order to read and review applications individually and to take part in the adjudication process together with the group. The jury will review applications in March and meet virtually over the course of one weekend to assess grant proposals in April 2022 in order to make recommendations of merit. These recommendations will impact funding recommendations that will be reviewed and finalized by the GSDC Board of Directors.

## **Information**

Emily Trottier, Business Development Officer, 705-674-4455 ext. 4429, [Emily.Trottier@greatersudbury.ca](mailto:Emily.Trottier@greatersudbury.ca)