

Into^{the}Act

Guidelines 2025-2026

Into the Act is a partnership program of the BC Live Performance Network, the Province of BC, and the BC Arts Council, which supports presenters and arts and cultural festivals in BC and creates opportunities for early career artists from all disciplines and genres.

Proposed events must occur between June 1, 2025 and May 30, 2026.

Download Guidelines & Application forms

<https://bclive.ca/programs/into-the-act/>

Deadline to Apply: Friday, May 30, 2025 by 5:00 pm (PT)

QUESTIONS?

Sheryl McGraw, Program Manager

T: 250-352-0021 sheryl@bclive.ca

We acknowledge that our office is situated on land sacred to these four nations: The Sinixt, the Secwepemc, the Syilx Okanagan, and the Ktunaxa and is home to many diverse Indigenous people. We are grateful for our relationships with Indigenous peoples, which continue to develop through our work together.



BRITISH COLUMBIA
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Supported by the Province of British Columbia

Into the Act seeks proposals from non-profit performing arts presenters, including arts and culture festivals.

Into the Act provides financial assistance to BC-based presenters to create opportunities for early career artists from all disciplines and genres. The program offers these artists, who live, work, and practice in Canada, opportunities to work with presenters and other artists, to reach new audiences, and gain practical experience and knowledge about touring and presenting in BC.

Awards are based on the above, as well as:

- A qualitative assessment of the applicant's presenting history.
- Requests may be up to \$10,000 per organization.
- 100% of your request must be used to pay artists' fees and expenses associated with touring, including travel and accommodation.
- The proposed activity must occur between June 1, 2025, and May 30, 2026. The program has only one intake.

Program Activity

Eligible applicants can apply for up to \$10,000 for one of the following components:

- ▶ **COMPONENT A.** Engage early career artists from all disciplines and genres to open for mainstage acts as part of a series, season or festival programming.
- ▶ **COMPONENT B.** Engage early career artists in a showcase, special event or series, or present an artist as part of a tour in BC.

Eligible Activity

- Provides opportunities to engage early career artists from Canada with an emphasis on those who present artistically and culturally diverse artists, including Indigenous artists.
- While we encourage using the same performance space(s) for mainstage and early career artists, proposals may include spaces such as a lobby, public area, etc.
- Applicants should identify all proposed artists in the application, including early career and main-stage artists (if applicable).

First-time applicants should discuss eligibility with the Program Manager before applying. Applications that do not meet eligibility criteria will not be forwarded for assessment.

Applicants must

- Be a community-based arts organization (i.e. arts must be the primary objective described in an organization's incorporation documents);
- Be a registered not-for-profit society in BC with a minimum of one year of presenting activity;
- Be based and present outside of the municipalities of Vancouver or Victoria;
- Provide financial statements for the most recently concluded fiscal year;
- Have submitted final reports for any outstanding funding from BC Live;
- Provide safe and respectful working conditions and foster a workplace free from discrimination, harassment and misconduct as per Worksafe BC's Guidelines

► Presenters must be

- A BC-based performing arts presenter that presents a series or season of live performing arts events featuring artists who are paid at professional rates;
- Organizations whose primary purpose is to produce/present their own work are not eligible.

► Arts & Cultural Festivals must

- Engage professional artists who are paid at standard industry rates;
- Arts & cultural festivals being presented for the first time are not eligible.

Definition of Early Career Artists

- To be eligible, early career artists must live, work and practice in Canada.
- Early career artists demonstrate competency in the basic techniques of their artistic practice and are in the early stage of launching a professional career.
- They may have reached a critical moment, and they will use this opportunity to maximize their potential audience and propel them into their next career phase.
- Where a group/artistic company/band is proposed, the majority must be early career artists.

BC Live supports the BC Arts Council's Extending Foundations: Action Plan and is committed to the principles of equity, diversity, accessibility, and truth and reconciliation in all of our programs and processes. [Read about their designated priority groups here.](#)

Exclusions

- Projects that have received funding from the BC Arts Council or Community Presenter Assistance for the same activity are not eligible;
- Applicants or activities based in the municipalities of Vancouver and Victoria;
- Projects that are primarily focused on creating or commissioning work;
- Programming presented outside of the eligible activity period;
- Cover or tribute bands;
- Splits of the door where no guaranteed professional fee is contracted;
- Early career artists appearing in a series for more than two consecutive years;
- Performances where staff from the applicant organization are being paid to perform;
- Presentations that are part of a competition, conference, gala, fundraising event, family or religious celebrations.

Maximum Assistance

- Up to \$10,000 per applicant is available. Based on the assessment and available funding, awards may be less than the amount requested.
- 100% of your request must be used to pay artists' fees and expenses associated with touring (travel, accommodation).
- Proposed fees for early career artists must be at a professional rate.

Process & Timeline

- Applications are acknowledged by email and reviewed for completeness and accuracy.
- Applicants may be contacted for clarification as needed. However, it is the responsibility of the applicant to submit a completed application with support materials.
- A peer assessment panel reviews applications explicitly convened for this purpose. The panel represents those working in the arts and presenting communities throughout BC.
- Applicants will be informed of the result within 12-14 weeks of applying, and if successful, will receive the award after notification. Events may be funded retroactively, i.e. after they have occurred.

Confidentiality of Information

The collection, use, and disclosure of personal information are subject to the privacy provisions of the Freedom of Information and Protection of Privacy Act. Your organization's information will be shared in confidence with assessment panel members.

Recognition of Assistance

In recognition of funding support, BC Live, BC Arts Council, and the Province of BC must be acknowledged in all promotional materials. Logos and graphics standards are available online at bclive.ca and bcartscouncil.ca. Links will be provided to successful applicants.

ASSESSMENT CRITERIA

Applications are evaluated by a peer assessment panel representing those working in the touring arts and presenting communities throughout BC. The panel reviews and scores applications based on the following:

Engagement of Early Career Artists (25%) - see page 2 for the definition

- A proposal that identifies details of your presentation(s) and appropriate compensation for early career artists.

Approach to Programming & Anticipated Outcomes (25%)

- Outline your artistic vision for your programming and what methods and approaches you use to realize that vision. Additionally, include what outcomes you expect to achieve through your programming.

Benefits to Early Career Artists (50%)

- Applicants should outline the opportunities early career artists have to work with presenters and other artists and gain practical experience and knowledge about touring and presenting. Applicants should include how this opportunity would expand or diversify audiences for early career artists.

APPLICATION REQUIREMENTS – WHAT TO SUBMIT

Completed applications must be submitted by the deadline. Support materials must accompany the application. Please submit:

- Completed application form (Excel or Numbers file) that includes a budget with a breakdown of fees for early career artists. If listing a total fee for a band/group/company, please include a breakdown by individual artist.
- Narrative answering the questions in the Assessment Criteria (max 500 words for each);
- A biography or description of all proposed early-career artists (maximum of 200 words per artist). You may submit as a separate Word/Google doc or PDF.
- Most recent financial statement including income/expense statement and balance sheet.
- Where applicable, a final report regarding funding previously awarded.

Successful applicants must submit a final report within 30 days of completing the project. We require high-quality photos and/or videos as part of the report and testimonials from the artists, audience, and presenter. Forms will be sent to applicants and available on our website.

WHERE TO SUBMIT

Email your application with attachments by Friday, May 30 at 5:00 pm (PT) to Sheryl McGraw, Program Manager, sheryl@bclive.ca. Applications are acknowledged by email.

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ASSESSMENT CRITERIA

Applications are evaluated by a peer assessment panel representing those working in the touring arts and presenting communities throughout BC. The panel weighs and scores applications based on the following:

Engagement of Early-Career Artists (33.3%)- see page 3 for the definition

- A proposal that identifies early career artists, details of their presentation and appropriate compensation.

Demonstrated benefit to Early-Career Artists (33.3%)

- Opportunities to work with presenters and other artists, to reach new audiences and gain practical experience and knowledge about touring and presenting.

Demonstrated benefit to Presenting Organization (33.3%)

- Examples of benefits to the presenting organization include fulfilling goals, mandates or engagement with the community.

APPLICATION REQUIREMENTS – WHAT TO SUBMIT

Applications must be submitted by the deadline on the forms provided. Support materials must accompany the application. The following must be submitted:

- Completed application form with declaration.
- The potential impacts and benefits of engaging early-career artists and the impacts on their organization (max 500 words for both);
- A biography or description of all proposed early-career artists (maximum of 200 words per artist). Please submit as a Word/Google doc or PDF.
- Completed budget that includes a breakdown of fees for early-career artists;
- Most recent financial statements (or review engagement), including a balance sheet.
- Where applicable, a final report regarding funding previously awarded.

Recipients must submit a final report within 30 days of completing the project.

We require photos and/or videos as part of the report and testimonials from the artists, audience, and presenter. Forms will be sent to applicants and will be available on our website.

First-time applicants should discuss eligibility with the Program Manager before applying. Applications that do not meet eligibility criteria will not be forwarded for assessment.

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