



# The Sheilas: Sheila Hugh Mackay Foundation Annual Facilitation Grant Program 2024

Each year, with the goal of investing in the long-term sustainability of visual arts organizations and collectives, SHMF considers grant applications for impactful, timely initiatives that advance opportunities in exhibition, creation, education and art appreciation. Since 2012, this program has supported both new and established organizations that are building cultural vibrancy in New Brunswick. Through sustained investment, SHMF supports New Brunswick visual art.

Based on available resources each year, SHMF will offer funding for projects recommended by independent jury panels of community builders and arts advocates. Proposals must adhere to the following principles:

- They respond to the foci selected by the Board of Directors as part of their management of legacy funds dedicated to the visual arts of New Brunswick.
- They present a credible idea or concept that extends the work of the organization. Proposals must include measurable goals, implementation strategies, viable financial plans and planned evaluation criteria.
- They reflect an understanding of contemporary art issues in New Brunswick.
- They are not requests for regular operating costs. The Sheilas aim to support innovation and extend the capacity of sustainable organizations that demonstrate vision and leadership.
- Sheila grants are not available to individuals.
- The applicants must have complied with all previous grant conditions and requirements.

## 2024 Foci

In 2024, SHMF invites Sheila grant requests from New Brunswick visual arts organizations and collectives within the range of \$10,000 to \$20,000 in two categories:

- 1 Infrastructure projects (physical, digital or human resources) that will build the long-term capacity of organizations offering visual art programming in New Brunswick
- 2 Youth-centered projects to support and encourage the development of young visual artists seeking experiences in creative expression

Organizations may apply in only one category. Grant requests must explain how this project responds to the strategic vision of the organization. The submission deadline for 2024 requests is February 15, 2024. No late submissions will be accepted.

## Instructions

- Please use Adobe Reader to fill out this PDF. Other PDF reader applications such as Mac 'Preview' may not work optimally. You can download the latest version of Adobe reader here: <https://get.adobe.com/reader/>
- To see character counts for larger fields, hover your mouse over the field to trigger 'tool tips'
- Before submission, please be sure to re-name your PDF file to include the contact person's name (eg. SHMF\_Sheila2024\_JaneDoe.pdf)
- Should your application be selected for funding, you will be asked to provide the form information in Word (or other similar non-PDF text format.)
- Submission deadline: February 15, 2024. No late submissions will be accepted.



**Sheila Hugh Mackay Foundation Annual Facilitation Grant  
Program: Contact / Programme annuel de subventions de  
facilitation de la Fondation Sheila Hugh Mackay : Contact**

Organization \_\_\_\_\_

Contact person / Personne-resource \_\_\_\_\_

Address / Adresse \_\_\_\_\_

Phone / Télé 1 \_\_\_\_\_ Phone / Télé 2 \_\_\_\_\_

Email / courriel \_\_\_\_\_

Title of Project/ Titre du Projet \_\_\_\_\_

Start & finish dates of project /  
Les dates de début et de fin du projet \_\_\_\_\_

Grant request/ Subvention demandée \_\_\_\_\_

Which category / quelle catégorie : infrastructures youth / à destination des jeunes

List all previous grants from SHMF, including other funding partners. / Dressez la liste de toutes les subventions antérieures de la FSHM, y compris les autres partenaires financiers.



# Sheila Hugh Mackay Foundation Annual Facilitation Grant Program: An Overview of your Organization

## Overview of your organization

SHMF strives to work in partnership to address needs in visual arts infrastructure. Please answer the following questions as succinctly as possible to give an overview of your organization's mission and capacity. Space is limited.

### Staff (number of )

- Full-time: \_\_\_\_\_
- Part-time: \_\_\_\_\_
- Volunteers: \_\_\_\_\_

### Governance

- Name of Board Chair: \_\_\_\_\_
- Number of board members: \_\_\_\_\_
- For / Not for profit: \_\_\_\_\_

### Finances

- Annual Budget \_\_\_\_\_
- Do you own / rent / lease your facility? \_\_\_\_\_

### Mission Statement / Mandate

## History & Development

- How long has the organization been in existence?  
\_\_\_\_\_

- How will this project be evaluated by your organization?

- List 3-5 recent successes for your organization (in point form)

- List 3-5 challenges for your organization (in point form)



## **Sheila Hugh Mackay Foundation Annual Facilitation Grant Program: Overview / Programme annuel de subventions de facilitation de la Fondation Sheila Hugh Mackay : Aperçu**

Provide an overview of the proposed project. Explain how this project will build your organization's capacity to fulfill its mandate./ Fournir un aperçu du projet proposé. Expliquer comment ce projet renforcera la capacité de votre organisation à remplir son mandat.



**Sheila Hugh Mackay Foundation Annual Facilitation Grant  
Program: Your Project / Programme annuel de subventions de  
facilitation de la Fondation Sheila Hugh Mackay : Votre projet**

List the prioritized goals of this project.

Identify the project leader or leaders, indicating the responsibilities and remuneration each will receive for work on this project.

List all other proposed sponsors and indicate any committed funds to date:



## Proposed Budget / Le budget proposé

### Organization & Title of Project / Organisation et titre du projet

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#### Revenue / Revenus

SHMF grant / Subvention demandée		
Investment by your organization / Investissement par votre organisation		
Additional Grants: 1 / Autre subventions 1		
Additional Grants: 2 / Autre subventions 2		
Additional Grants: 3 / Autre subventions 3		
In-kind contributions / Apports en nature		
Other / Autre (1)      Describe / Décrivez:		
Other / Autre (2)      Describe / Décrivez:		
<b>Total Revenue / Recettes totales</b>		

#### Expenditures / Dépenses

Promotion / Publicités		
Consultants & Professional fees / Consultants et honoraires professionnels		
Administration / Dépenses administratives		
Travel Costs / Frais de déplacement		
Mileage / Taux de kilométrage		
Accommodations / Hébergements		
Meals / Repas		
Equipment & Supplies (list) / Matériaux		
1      Describe / Décrivez:		
2      Describe / Décrivez::		
3      Describe / Décrivez:		
4      Describe / Décrivez:		
5      Describe / Décrivez:		
6      Describe / Décrivez:		
Other / Autre		
1      Describe / Décrivez:		
2      Describe / Décrivez:		
3      Describe / Décrivez:		
<b>Total Expenses / Dépenses totales</b>		

<b>Total Project Budget / Budget total du projet</b>	
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SHMF does not fund regular ongoing costs (i.e. rent and regular staff salaries). Administration fees for oversight of the project may not exceed 15% of the total budget.

FSHM ne finance pas les coûts réguliers tel que les loyers et personnel permanent. Les frais d'administration du projet ne peuvent dépasser 15 % du budget total.