

Our Commitment

In light of current restrictions on travel, HCIP is instituting an Online Learning grant stream to temporarily take the place of the Travel grant. These funds provide assistance for individuals to participate in online courses, workshops, or virtual conferences to gain new skills to support the development of heritage work in Edmonton.

The Edmonton Heritage Council (EHC) is committed to connecting people with the stories of our city. We provide leadership, support, and programs to help Edmontonians research, preserve, interpret, and advocate for their heritage.

Through HCIP, EHC is also committed to achieving the aims of [Connections & Exchanges: A 10 Year Plan to Transform Arts and Heritage in Edmonton](#). EHC has a mandate to help advance this work in the community and with its partners the City of Edmonton, Edmonton Arts Council, and ArtsHab.

The EHC also commits to:

- Reconciliation, namely establishing and maintaining mutually respectful relationships between Indigenous and non-Indigenous peoples.
- The principle of Indigenous cultural independence and agency.
- Ensuring equitable processes are used when making granting decisions.

We ask those applying to this program to join us in these essential commitments in their work.

Your Commitment

As grant applicants, you bring expertise and creativity to connect people and enhance heritage in Edmonton. In receiving a grant, you commit to:

- Keeping the EHC apprised of substantial project updates and key dates including special events, launches, and press and media opportunities.
- Acknowledging the EHC in all promotional materials.
- Upon request, helping us share your story with Edmontonians and beyond, through images, experiences, and elements of your work.

To be eligible for an Online Learning Grant through HCIP:

- The applicant must be an individual and must work in the Edmonton metropolitan region.
- The applicant must be a Canadian citizen or permanent resident over the age of 18.
- The applicant must be actively involved in heritage work.
- The main purpose of the online learning opportunity must pertain to the history and heritage of Edmonton and/or skills that will support work in this sector.
- The applicant cannot already have been awarded an HCIP Travel Grant during the calendar year.
- The applicant must not have any overdue final reports from previous HCIP grants.

Application Requirements

All applicants must include the following documents:

- Complete Application Checklist
- Completed and Balanced Online Learning Grant Budget Form
- Project Narrative, maximum two pages, including:
 - Description of the online learning opportunity, outcomes, and objectives, including a brief timeline
 - Rationale for how this training will be of benefit to the applicant's professional development and Edmonton's heritage sector
 - An outline of the applicant's partnerships and connections to Edmonton-based organizations or projects
- Applicant's curriculum vita or resume, maximum three pages
- Quotes to support listed online learning expenses
- Conference or course description, if applicable

Additional information to support your application may be requested by EHC staff before the peer jury evaluation.

Eligible Expenses

The Online Learning Grant will invest up to \$2,000 towards eligible expenses. Eligible expenses include:

- Course registration/tuition fees
- Exam fees
- Required student fees
- Required reading, course materials, or software costs for duration of learning program

All expenses must be reflected in Canadian dollars in the grant budget. Please provide the exchange rate used, if necessary.

Capital costs and costs related to fundraising efforts are not eligible to be covered under this grant. Coursework as part of an ongoing educational program is also not eligible.

Application Evaluation

The EHC reviews all applications for completeness and program eligibility. A community peer jury, appointed by the EHC, then evaluates all eligible applications. The jury makes final funding recommendations to the EHC Board of Directors.

The jury members will base their recommendations on the proven and potential merit of each application and each project's alignment with *Connections & Exchanges*.

The following Aims and Actions will be prioritized in making funding decisions for the Project Accelerator grant.

Aim: Dynamic exchanges of ideas and expertise occur between Edmonton's arts and heritage sector and the world.

- Action: Create opportunities for heritage practitioners to explore ideas around emerging local and global practice.

Aim: Conditions are in place to remove barriers for all Edmontonians to participate in cultural experiences.

- Action: Expand and target learning opportunities to build sector capacity and awareness in order to remove barriers

Aim: Diverse platforms for collaboration exist within Edmonton that allow artistic and heritage communities to connect, create, and collaborate.

- Action: Connect individuals, groups, and organizations with the people, skills, networks, and resources they need to do high-quality, creative, and innovative heritage work.

Application Timeline

The application process from the application deadline to the notification of funding can take up to five weeks.

Applicants can apply for funding to cover costs for learning opportunities beginning between March 2020 and September 2020. Eligible opportunities must be completed within 1 year of notification of funding (no later than July 2021).

Application Submission

Complete applications must be submitted by email as a single-document PDF to grants@edmontonheritage.ca by Friday, October 2, 2020, at 4:00 PM. In-person submissions will not be accepted for this grant deadline.

The EHC **strongly encourages** all potential applicants to contact staff prior to submission to confirm eligibility and completeness of applications. Draft applications can be submitted for feedback **no later than two weeks before the grant deadline.**

Late or incomplete applications will not be accepted.

For more information, please contact:

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