



PROFESSIONAL ARTS ORGANIZATIONS PROGRAM
– *Organizational Lite Stream*
GUIDELINES

Application Closing Date: January 31, 2026

Contact the appropriate SK Arts program consultant before the closing date to discuss application and program requirements.

See the PAOP page of SK Arts' website for contact information.

Applications and support material must be submitted online through SK Arts' SmartSimple database on or before the closing date.

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Purpose

SK Arts recognizes, encourages and supports the arts to enrich community well-being, creativity, diversity and artistic prosperity. SK Arts advances this mission through support of Saskatchewan professional artists, collectives, groups and arts organizations in the areas of research, creation, production, presentation, exhibition, publishing, artistic development and community engagement.

Support to professional arts organizations and groups is directed through the *Professional Arts Organizations Program (PAOP)*. The Organizational Lite Stream is the entry point to the *PAOP* program, and all groups or organizations new to the program must apply to this stream first. This program contributes to an eligible group or organization's arts programs and services, governance, management, administration and operational function and provides multi-year support.

Outcomes

The program provides support to professional arts organizations and groups to achieve outcomes that:

- advance the professional arts and artistic practices in Saskatchewan;
- create meaningful opportunities for broad and diverse public engagement with the professional arts;
- contribute to professional practice of artists and strengthen the artistic life of Saskatchewan communities;
- advance, strengthen and sustain the arts ecology in Saskatchewan;
- reflect the diversity of the local community and the arts sector through authentic relationships with Indigenous peoples and other traditionally marginalized communities; and
- are aligned with the mandate and strategic priorities of SK Arts.

Funding

PAOP Organizational Lite Stream recipients:

- have funds allocated over a two-year funding cycle,
- receive maximum funding of \$20,000 per year for two years, and
- compete for their funding at each assessment, as funding resets to zero at the end of the grant cycle.

Gallery and Media Arts Grants under the *Professional Arts Organizations Program* are supported by funding from Sask Lotteries through the partnership between SK Arts and SaskCulture Inc.

Eligibility

Eligible Arts Groups or Organizations

PAOP Organizational Lite Stream may support eligible arts groups or organizations that:

- are in good standing at SK Arts, i.e., in compliance with any SK Arts reporting, grant conditions and Concerned Status requirements; and
- have a demonstrated history of public programs and operations.
- Work and mandate of the group or organization align with *PAOP* purpose.

Eligibility continued...

Eligibility (continued)

- Produce, present or contribute to the creation and development of professional artists' work. For the purposes of SK Arts' programs and funding, a professional artist typically meets a number of the following criteria, in a manner appropriate to their art tradition, to demonstrate this type of significant and ongoing commitment. The individual has:
 - created work, over a period of time, that has been recognized by their community.
 - presented their work (or had it presented) to or before an audience in a manner that is typical for their art tradition.
 - developed skills in a manner acceptable for their art tradition.
 - been recognized as a peer by other professionals working in the same art tradition.
 - received compensation for their artistic work at a level consistent with those of other professionals working in the same art tradition.
- Engage the advice and expertise of arts professionals in the area of programming and administration
 - Arts professionals have completed training through formal studies, mentorships or work experience, and are recognized by their peers as having reached the status of professional.
- Centre of operations resides within Saskatchewan
- Have an articulated management structure
- Have financial accounting systems

Book Publishers:

- Professional literary presses with editorial selection processes, editing, production, promotion and book distribution consistent with industry standards
- Applicants funded through the *Organizational Lite Stream* must maintain a publishing program of at least three literary titles each year, of which no more than 25 per cent are authored by principals or directors of the company.
- Will regularly issue royalty statements and/or fulfill all contractual obligations to writers, artists, illustrators and translators during the grant period and related to the use of the grant

Periodical Publishers:

- Will maintain a publishing program of at least two issues each year of the grant period
- Have an editorial mandate that is focused on the publication of new literary works by Canadian artists *or* on previously unpublished content on the arts or literature in Canada
- Project a paid circulation level (based on single issues and subscription copies) of at least 30 per cent of total circulation
- Will compensate writers, artists and contributors for their work during the grant period and related to the use of the grant

Eligibility continued...

Eligibility (continued)

Literary Organizations:

- Have a mandate that is based on the promotion, presentation or professional development of Saskatchewan literary artists (writers, playwrights, storytellers, spoken word artists) and their work
- Conduct assessment for program participation or presentation opportunities based on publicly disseminated processes and criteria

Ineligible Organizations

- Organizations that are legally registered in Saskatchewan under *The Business Corporations Act* or that function under a for-profit model. *Exceptions are eligible literary book publishers or literary/arts periodical publishers.*
- Organizations that receive funding from the *SaskFestivals* program for the same grant period
- Eligible Cultural Organizations (ECOs) that receive annual global funding through Sask Lotteries and/or organizations that receive operational member funding from one of these ECOs
- Organizations that receive operational funding from Creative Saskatchewan
- Applicants who are not in good standing at SK Arts

Artists' Contracts

The *Arts Professions Act* requires that written contracts be used in all transactions between professional artists and those who hire them, engage their services or use their creative work. SK Arts expects that artists and contributors will be fairly compensated in accordance with a negotiated contract as a requirement of this program.

Assessment Overview

While program staff at SK Arts decide on exact funding amounts, an independent panel of reviewers assesses applications, and recommends which organizations should be funded by SK Arts through a competitive process based on criteria for the following groupings:

Organizational Groupings

Arts Development	Arts Presentation	Community Catalysts
primarily focused on artist development and/or the research and creation of new work to advance the professional arts and artistic practices in Saskatchewan.	primarily focused on the presentation of professional art to the public to create meaningful opportunities for broad and diverse public engagement with the professional arts	primarily focused on engagement with their identified community through professional arts practice (could be seen as cultural hubs) to strengthen the artistic life of Saskatchewan communities
assessment emphasis on criterion of Artistic Merit	assessment emphasis on criterion of Engagement	assessment emphasis on Relevance of the work to the identified community

Notes on Assessment (See Appendix 1):

- Applicants are to choose one grouping that best describes their purpose and role in the Saskatchewan arts ecosystem.
- Applicants are to consider the Assessment Criteria for their Organizational Grouping when developing their application.

For information about SK Arts' peer review process, [visit our website](#).

Notification

The Board will review the panel's recommendations after it receives notice of SK Arts' allocation from government sources and after it has approved its budget for the year. Applicants will be notified of the Board's decision on the January submissions by email no later than May 2026.

**Release of
Funds and
Reporting
Requirements**

SK Arts strives to release 70 per cent of approved annual funds to a group or organization approximately 30 days before the start date of the grant period, subject to:

- the recipient being in good standing at SK Arts,
- approval by SK Arts' Board of Directors of the grant recommendation,
- approval of SK Arts' budget for the relevant fiscal year,
- year-end procedures at SK Arts that defer release of payments for organizations with fiscal years starting on April 1 to the end of April,
- confirmation of Sask Lotteries funding (*if applicable*), and
- any organizational and/or funding conditions communicated to the recipient.

A year-end report is due no later than six months after the end of the grant period. Once that report is approved, the remaining 30 per cent of annual funding is released.



PROFESSIONAL ARTS ORGANIZATIONS PROGRAM
– Organizational Lite Stream
APPENDIX 1:
Assessment Criteria and Weighting per Organizational Group

ARTS DEVELOPMENT – ORGANIZATIONAL LITE STREAM

The work or programming of arts development organizations is primarily focused on artist development and/or the research and creation of new work to advance the professional arts and artistic practices in Saskatchewan, with an emphasis on the criterion of artistic merit.

ARTS DEVELOPMENT CRITERIA	
A. Artistic Merit	
<u>Quality</u> The quality of your organization's work or programming is demonstrated by: • a professional level of artistic merit, • opportunities created for Saskatchewan artists that contribute to their artistic and/or career development, and • risks taken to explore innovative new directions reflective of its mandate and the art form.	/5
<u>Rationale</u> The rationale for your organization's work or programming choices is: • guided by its vision, mission and strategic plan, • informed by trends and changes within its arts discipline and community and/or membership, • reviewed and adapted in response to changes within its arts disciplines and community and/or membership, and • relevant and appropriate for the organization and its role in the arts ecology.	/5
<u>Impact</u> The impact of your organization's work or programming is demonstrated by: • support and satisfaction amongst its community and/or membership, • meaningful relationships with its community and/or membership through mentorships, collaborations, or partnerships as appropriate, • contribution to the advancement of the arts disciplines, and • commitment to removing barriers to accessibility (including, financial, physical, and cultural) that prevent artists and audiences from interacting with the organization and its programming.	/5
B. Engagement The quality of the organization's work or programming supports the appreciation and understanding of the professional arts.	/5
C. Relevance The organization demonstrates professionalism and is responsive to changes in their arts disciplines by maintaining strong relationships with artists and arts professionals.	/5
D. Relationship with Priority Groups The diversity of your local community and the arts sector is reflected through authentic ongoing relationships with the Indigenous community, other People of Colour, LGBTQ2S+ people, the Deaf and disability communities, and/or other equity-deserving communities throughout your organization, including board, staff, artists, programming and audience.	/5
E. Organizational Effectiveness The applicant's governance and organizational structures, policies and procedures facilitate effective and responsible operation of the organization and its programs, with clearly defined roles and responsibilities for board and staff, and financial reports and plans that are clear, feasible and accurate.	/5
TOTAL	/35

ARTS PRESENTATION – ORGANIZATIONAL LITE STREAM

The work or programming of arts presentation organizations is primarily focused on the presentation of professional arts to the public to create meaningful opportunities for broad and diverse public engagement with the professional arts, with an emphasis on the criterion of engagement.

ARTS PRESENTATION CRITERIA	
A. Artistic Merit The organization's work or programming demonstrates an appropriate level of artistic quality.	/5
B. Engagement	
<u>Quality</u> The quality of your organization's work or programming is demonstrated by: • risks taken to explore innovative new directions appropriate to its mandate, • meaningful opportunities for audience or market access to Saskatchewan artists and their work, including Indigenous artists, and • opportunities created for professional artists that contribute to their artistic and/or career development.	/5
<u>Rationale</u> The rationale for your organization's work or programming choices is: • guided by its vision, mission and strategic plan, • informed by trends and changes within its field of practice, • reviewed and adapted in response to changes within its field of practice and its community, audience, or market, and • relevant and appropriate for the organization and its role in the arts ecology.	/5
<u>Impact</u> The impact of the organization's work or programming is demonstrated by: • support and satisfaction among its identified community, audience or market, • increased public appreciation and understanding of the professional arts, • expanded audience or market access to the professional arts, and • commitment to removing barriers to accessibility (including, financial, physical, and cultural) that prevent artists and audiences from interacting with the organization and its programming.	/5
C. Relevance Your organization demonstrates professionalism and is responsive to changes in your arts disciplines by maintaining strong relationships with artists and arts professionals.	/5
D. Relationship with Priority Groups The diversity of your local community and the arts sector is reflected through authentic ongoing relationships with the Indigenous community, other People of Colour, LGBTQ2S+ people, the Deaf and disability communities, and/or other equity-deserving communities throughout your organization, including board, staff, artists, programming and audience.	/5
E. Organizational Effectiveness The applicant's governance and organizational structures, policies and procedures facilitate effective and responsible operation of the organization and its programs, with clearly defined roles and responsibilities for board and staff, and financial reports and plans that are clear, feasible and accurate.	/5
TOTAL	/35

COMMUNITY CATALYSTS – ORGANIZATIONAL LITE STREAM

The work or programming of community catalyst organizations is primarily focused on engagement with their identified community through professional arts practice (could be seen as cultural hubs) to strengthen the artistic life of Saskatchewan communities with an emphasis on the criterion of relevance of the work to the identified community.

COMMUNITY CATALYSTS CRITERIA	
A. Artistic Merit The organization's work or programming demonstrates an appropriate level of artistic quality.	/5
B. Engagement The quality and impact of the organization's work or programming on the appreciation and understanding of the professional arts.	/5
C. Relevance	
<u>Quality</u> The quality of your organization's work or programming is demonstrated by: • a high level of professionalism, • an appropriate level of organizational learning and risk taking, • opportunities created for professional artists to engage and advance their practices, and • access to Saskatchewan artists and their art work.	/5
<u>Rationale</u> The rationale for your organization's work or programming choices is: • guided by its vision, mission and strategic plan, • informed by trends and changes within your field of practice, • appropriate for the organization and its role in the arts ecology, and • reviewed and adapted in response to changes within its field of practice and identified community.	/5
<u>Impact</u> The impact of your organization's work or programming is demonstrated by: • support and satisfaction amongst its identified community, • expanded community experience with and understanding of the arts disciplines, • meaningful relationships with its intended community through mentorship, partnership, or collaboration as appropriate, and • commitment to removing barriers to accessibility (including, financial, physical, and cultural) that prevent artists and audiences from interacting with the organization and its programming.	/5
D. Relationship with Priority Groups The diversity of your local community and the arts sector is reflected through authentic ongoing relationships with the Indigenous community, other People of Colour, LGBTQ2S+ people, the Deaf and disability communities, and/or other equity-deserving communities throughout your organization, including board, staff, artists, programming and audience.	/5
E. Organizational Effectiveness The applicant's governance and organizational structures, policies and procedures facilitate effective and responsible operation of the organization and its programs, with clearly defined roles and responsibilities for board and staff, and financial reports and plans that are clear, feasible and accurate.	/5
TOTAL	/35



PROFESSIONAL ARTS ORGANIZATIONS PROGRAM **– *Organizational Lite Stream*** **APPENDIX 2:** **Application Instructions**

APPLY ONLINE

Applications are only accepted online at <https://saskarts.smartsimple.ca>. The following is provided to help you prepare for your online application.

GROUP OR ORGANIZATION PROFILE

Include descriptions of the following in application text fields. You may also upload documents with supplementary information pertaining to this section:

Mandate and Brief History (500-word maximum)

- Mandate or purpose of the group or organization
- *Brief* history of the group or organization including notable accomplishments (if applicable)

Personnel and Structure (300-word maximum)

- Description of the group or organization's management structure
- Short bios including notable accomplishments of the primary management or artistic members of the group or organization

Artistic Vision and Processes (500-word maximum)

- Describe your artistic vision, curatorial rationale or justification of presentation, publication or exhibition choices.
- Book and periodical publishers should describe their editorial acquisition process and provide information about their editorial board.
- If appropriate, organizations should describe their collection activities; address research on, selection of, and documentation of purchased and donated acquisitions; use of works for the collection in permanent and temporary exhibitions; loans to other institutions; and availability of the collection for research purposes.

APPLICATION NARRATIVE

With a focus on the program criteria of your organizational grouping, include descriptions of the following in application text fields. You may also upload documents with supplementary information pertaining to this section:

- Overview of current work or programming, if applicable (maximum 750 words)
- Description of work or programming proposed for the first funding request year (maximum 750 words)
- Description of the group or organization's approach to planning and how this informs work or programming choices (maximum 500 words)
- Description of the group or organization's existing or future approach to communications and engagement (maximum 500 words)
- Description of your community and the policies and practices you are undertaking to build and maintain relationships with priority groups (maximum 500 words)



NEW

APPENDIX 2: Application Instructions continued...

FINANCIAL PROFILE

- Description of your financial management system (200-word maximum)
- Complete the budget in the online application.
- If your organization has financial statements, CADAC financial forms, or documents confirming other sources of funding, you may upload them in addition to completing the online budget.
- List revenue and expenses. Only include items that directly relate to the proposed program period. Additional items and/or lines may be added to the budget as required.
- Revenue: Funding from other sources may not be assigned to the same expenses as those covered by SK Arts funding. (In *Revenue Notes*, indicate revenue as confirmed or unconfirmed. If confirmed, include documentation.)



PROFESSIONAL ARTS ORGANIZATIONS PROGRAM – *Organizational Lite Stream*

APPENDIX 3: Support Material Instructions

Support material should relate to points made in your application. In *Support Material Index* field, list the support materials you've included with your application, and provide a brief description including size and materials of artworks, length of videos, publication dates of articles, etc. Note that reviewers are expected to spend approximately fifteen minutes reviewing support material, so for each additional form of support material you include from the list below, reduce the length or number appropriately, to ensure that all of your support material is able to be reviewed.

Do not use punctuation, special characters or more than 45 characters in your digital file names.

Applicants may upload any or all of the following **if applicable**:

- Schedule of artist fees. Upload PDF or Word document.
- An example of marketing materials, catalogues, and publications (maximum **five**). Upload PDFs.
- Internet links: **five** links maximum. The links provided count towards your other material maximums. If linking to an artistic work sample, please link to one specific artwork instead of channels or collections of works. Note that social media links for which an account is required to access material (e.g., Spotify, Facebook, Instagram) may limit access for those assessing your application.
- Documents (maximum ten) or virtual tours. Upload in PDF or Word format.
- Video and/or audio recordings or virtual tours (maximum 8 minutes, 2 GB): MP3, MOV, AVI or MP4. *Links to streaming video are preferred to electronic files.*
- Still images (maximum 15 images, maximum 2 MB each): bmp, jpeg, jpg, png, WebP

Galleries that program emerging Saskatchewan artists may wish to include images of work by the artists that will participate in a proposed exhibition, as not all reviewers will be familiar with their work. Video documentation is permitted.

Publishers and Literary Groups or Organizations:

- A sample author's contract showing applicant's standard terms and royalty rates: Word or PDF
- A list of upcoming titles with author, genre and projected publication dates: Word or PDF
- If applicable, a selection of previously published materials to a **maximum three** titles. Upload PDFs, or send **five** hard copies of each title to SK Arts.
- If applicable, **maximum two** previously published catalogues. Upload PDFs, or send **five** hard copies.
- Maximum ten items or composite pages of reviews, awards listings and other promotional or archival material. Upload digital files.