



## Catalyst and Transformation (CAT) Fund Application Form

### PROGRAM OVERVIEW

**The Catalyst and Transformation Fund (CAT) is for Ontario-based arts organizations to investigate, plan, and implement substantive change in their operations.**

**This program funds arts organizations to explore key questions or challenges facing their organization in order to focus on rebuilding, restructuring, and reforming the way they work and operate. Arts organizations may be asking themselves questions about their continued viability, or how they need to adapt their structure or approach to operate into the future. They may be exploring or developing directions that diverge from previous or current operational practices.**

**This program will support arts organizations through the process of exploring and identifying, and if applicable, implementing significant adaptations in their operations.**

**Applications will be accepted until 5 pm ET on November 8, 2024.**

**If, due to the nature of your organization's project, you wish to remain anonymous to the funder group, please make a note in your application (*e.g. organizations exploring closure may wish to have their organization name withheld from the funder group*).**

**Please review the program overview and guidelines and assessment criteria on our website: <https://workinculture.ca/programs/cat-fund/>**

**If you have specific questions, you can contact Stephanie Draker, Work in Culture's Program Manager, and CAT Fund Administrator at [stephaniedraker@workinculture.ca](mailto:stephaniedraker@workinculture.ca)**



## Catalyst and Transformation (CAT) Fund Application Form

### APPLICATION FORM

**Please complete and submit your application by 5pm ET on November 8, 2024.**

**You can download a copy of the application questions on our website:**

**<https://workinculture.ca/programs/cat-fund/>**

**\* 1. Please provide the following contact information for the primary project lead:**

Full Name:

Title:

Email address:

Phone Number:

Address:

**\* 2. Organization Name** (or lead organization if applying to explore/implement a merger or strategic partnership)

**\* 3. Applicant Eligibility** - Please confirm the following:

- The applicant is an incorporated non-profit arts or arts service organization, or artist collective operating on a non-profit basis
- The applicant has been in operation for more than 3 years
- The applicant has total revenues of \$5 million or under
- The applicant is based in Ontario

**\* 4. Please complete the following as applicable:**

Incorporation Number:

Charitable Number:

If applying as an artist collective, state here:

**\* 5. Project phases(s) being applied for:** (e.g. Exploration or Implementation or both if applicable).

*Note: For applicants that apply for both, there must be a direct correlation between the Exploration and Implementation projects being proposed, and Implementation funds will only be allocated upon successful completion and submission of report of the Exploration project.*

- Exploration Project
- Implementation Project
- An Exploration and Implementation Project

**\* 6. Type of substantive change initiative(s) you are exploring and/or implementing:**

*Note: Please select the primary initiative that is most applicable to your project. For more information and examples please consult our program guidelines.*

- Making shifts to new business models and organizational structures
- Forming strategic partnerships with other organizations
- Developing and/or implementing strategies and engaging expertise to transform capacity and/or explore new directions
- Addressing organizational life cycle questions

**\* 7. Total Funding Amount Requested:**

*Note: Successful Exploration Projects will be awarded up to \$15,000; Implementation Projects will be awarded up to \$25,000.*

**\* 8. Please provide a description of your organization's current situation and reason(s) for requesting support, and co-applicants involved if applicable:** *(e.g. the key questions, or challenges facing your organization and how you are hoping to address these questions/challenges in order to rebuild, restructure, and/or reform the way you work and operate)* [max 500 words]

**\* 9. Please outline how project learning and evaluation will be assessed and applied:**

[max 300 words]



**\* 10. Please provide a detailed project outline and timeline:** [max. 750 words]



**\* 11. Please provide information about the project contributors:**

*(e.g. brief biographies of staff involved, consultants to be engaged, etc.)* [max. 750 words]

**\* 12. Please upload a copy of your most current signed financial statements:**

Choose File

Choose File

No file chosen

**\* 13. Please upload a detailed budget for your project(s):**

*Note: if applying for both Exploration and Implementation projects, please clearly note the breakdown of expenses for each phase in your budget document.*

Choose File

Choose File

No file chosen

**14. If this is a merger or strategic partnership project, please upload a demonstration of support and alignment between the organizations involved:**

*(e.g. letters of support)*

[Optional; only relevant to mergers or strategic partnership projects]

Choose File

Choose File

No file chosen

**\* 15. Please upload a letter from the Board of Directors or governing body authorizing the application:**

Choose File

Choose File

No file chosen

**16. Please upload any additional support material to make your case: (Optional)**

You can upload up to 5 pages as one combined file

Choose File

Choose File

No file chosen

\* 17. **Evaluation:** Throughout the delivery of this program and beyond, participants will be asked to complete feedback surveys, provide testimonials, and participate in conversations about their experiences in the program. Participants may be invited to be part of some or all of these surveys and interviews in order to evaluate the overall effectiveness of the program.

I understand/accept

\* 18. **Please note that your application information will be shared with the project partners for review and selection purposes and overall fund reporting processes.** Organizations that request anonymity will have their name withheld as part of any sharing or reporting purposes.

I understand/accept

\* 19. **How did you find out about this program?** Please be as specific as possible:

20. **Do you have anything else to add about your application that is not already captured above?** (optional)

\* 21. **I have read the Program Overview and Guidelines** made available through the [WIC Website](#).

Please check here to confirm.



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Thank you for your application!

**Please note, applicants will be notified of results by mid-December 2024.**

**Successful applications will be required to sign and return a letter of agreement after receiving notification of success in order to receive funding.**

**Final reporting will be managed by Work in Culture and deadlines will be based on the project type and project timeline.**

**If your application is funded, you may be asked to participate in additional surveys, interviews, and/or focus groups to contribute to ongoing evaluation of this program.**

**Successful projects/organizations must acknowledge the Work in Culture Catalyst & Transformation Fund.**