



2026 COMMUNITY ARTS INVESTMENT PROGRAM
Individual Professional Artists, Creators, Practitioners of Traditional Arts
Program Guidelines and Eligibility Criteria

PROGRAM DESCRIPTION

Through the Community Arts Investment Program (**CAIP**) – Individual Professional Artists, Creators, and Practitioners of Traditional Arts Stream, the London Arts Council (**LAC**) invests in the projects of Individual Artists, Creators, and Practitioners of Traditional Arts **residing within London, Ontario and surrounding First Nations Communities (Chippewas of the Thames First Nation; Munsee Delaware Nation; and Oneida Nation of the Thames)**. The program supports a **range of artistic, creative, and traditional artforms**, including film/digital art, literature, music, performance (dance, spoken word, story-telling, theatre), and visual art from **Artists, Creators, and Practitioners of all cultural backgrounds and traditions**.

LAC defines a **Professional Artist** as someone who has developed skills through training or practice, is recognized by artists working in the same artistic tradition, has a history of public presentation/publication, seeks payment for their work, and actively practices their art. Breaks in artistic work history of short duration are allowed.

LAC defines **Creators and Practitioners of Traditional Arts** as those whose traditional arts are taught from person to person, passed from one generation to the next, or are influenced by culture, family, and/or ethnicity. Traditional arts may represent a place or a group of people. They may express the thoughts and feelings of a point in history. Traditional arts are living, relational cultural practices rooted in Nation-specific teachings, languages, and relationships to land and community. These practices may be carried through intergenerational knowledge or through contemporary revitalization and reclamation efforts guided by Elders, Knowledge Keepers, or community.

These guidelines provide essential information on the **CAIP** Individual Professional Artists, Creators, Practitioners of Traditional Arts Project Stream including Program Guidelines, Eligibility Criteria, Objectives, the Assessment Process, Investment Policies, and the use of Generative AI in projects. **Please review the guidelines prior to each submission period as information, guidelines, and policies are updated regularly and subject to change.**





OBJECTIVES

To provide project investments to a range of Individual Professional Artists, Creators and Practitioners of Traditional Arts whose project:

- Furthers the development and creation of new work.
- Presents/produces new or existing work of a high artistic and creative merit.
- Encourages activity encompassing diversity through tradition, repertoire, and development.
- Encourages local collaborations and increases access to volunteer opportunities for Londoners (where applicable).
- Offers Londoners and visitors accessible opportunities to engage in and experience the arts.
- Encourages public awareness and appreciation of diverse artistic forms, expressions, and interpretations of the arts.
- Increases access to quality local arts experiences and promotes a sense of belonging.
- Contributes to the creative vibrancy of London.

PROJECT INVESTMENTS

Investments contribute to the research, creation, and production/presentation of a specific project. The **maximum** an Individual Professional Artist, Creator, Practitioner of Traditional Arts may request is **\$15,000.00**. Investment requests should be in proportion to the scope of the project. Individual Artists, Creators, Practitioners of Traditional Arts may submit **a maximum of two (2) project investment requests**. Each project investment request **must be separate and unique**.

Due to the high volume of submissions received and the limited investment resources available, the investment allocated may be less than the amount requested. **LAC will not fund 100% of a project, with the exception of research projects**. Therefore, the proposed budget **must include other revenue sources** (earned, private, public), including **LAC** funding to be considered for a project investment.





- **Research:** Allows for a period of independent research in the artistic and creative practice of the individual toward future creation or production/presentation.
- **Research is a stand-alone request and cannot be combined with a Creation or Production/Presentation investment request.**
- **Creation:** Supports the artistic and creative process and practice of the Artist, Creator, Practitioner geared towards subsequent production/presentation.
- **Production/Presentation:** Supports the costs of producing one or more works where there is at least one confirmed public or virtual presentation of the work(s) in a professional or traditional context.
- **Series:** Ongoing series of arts activities/events presented either at regular intervals (i.e., every month) over an extended period, or seasonally.
- **Festival:** An event including an organized and multi-faceted program of arts activities, taking place within a defined and concentrated period of one or more days. May be one-time but is usually held on a recurring basis - most often annually.

PROGRAM SUBMISSION PROCESS

It is **strongly advised** that you consult an **LAC** team member to determine your eligibility for a project investment. Consultation is a conversation, in person, via zoom, or phone, in which the applicant provides detailed information on the proposed project and budget. A **consultation does not guarantee** a project will receive an investment. Consultation requests may be made through: investment@londonarts.ca.

A consultation meeting should be requested **at least 14 days prior** to the application deadline (**Friday, March 27, 2026, at 4:30 p.m.**). Any requests after the consultation request deadline (**Friday, March 13, 2026, at 4:30 p.m.**) will not be considered.

ELIGIBILITY REQUIREMENTS

Artists, Creators, Practitioners of Traditional Arts must:

- Be a **London resident or resident of the surrounding First Nations Communities** (Chippewas of the Thames First Nation, Munsee Delaware Nation, Oneida Nation of the Thames). **Proof of residency is required.**





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- Be **18 years of age or older** and conduct their practice primarily in London or surrounding First Nations Communities (Chippewas of the Thames First Nation, Munsee Delaware First Nation, Oneida Nation of the Thames).
- Be a Canadian Citizen or a Permanent Resident. Proof of Canadian Citizenship (Birth Certificate, Passport), or Permanent Residency is required. If a Permanent Resident, Individuals must provide a copy of their PR Card. For further information please visit: <https://www.canada.ca/en/immigration-refugees-citizenship/services/canadian-citizenship.html> or <https://www.canada.ca/en/immigration-refugees-citizenship/services/new-immigrants/pr-card.html>
- Demonstrate ability, innovation, and originality.
- Indicate a range of revenue sources for the proposed project including earned, private sector, and/or government revenue.
- Provide a safe and supportive workplace/studio practice in which diversity, dignity, and the perspectives of all individuals are valued and respected.
- Only non-profit activities are eligible. Any potential earned revenue must be declared in your proposed budget and support the creation, exhibition, and/or production/presentation of the project. **Project budgets must balance to zero (There must be no surplus or deficit).**

Based on the **CAIP** Policy, Artists, Creators, Practitioners of Traditional Arts in the following categories are **NOT ELIGIBLE** to apply to **CAIP**:

- Employees of the City of London. For the purposes of **CAIP** and its Policy, City employees are individuals who are part of the City of London's payroll system and receive their wages directly through the City of London as result of their employment with the City of London or its Boards and Commissions. (**Note: subcontractors or seasonal workers of the City of London may apply as an Individual Artist or member of an Artist Collective/Ad Hoc Group**).
- Artists, Creators, Practitioners of Traditional Arts **under the age of 18**.
- **Artists, Creators, Practitioners of Traditional Arts who are not Canadian Citizens or Permanent Residents.**
- **Post-secondary students engaged in full-time** studies for the majority of the project duration. Consult with a team member to determine eligibility.



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- Artists, Creators, Practitioners of Traditional Arts, **who are not located** within the City of London or the surrounding First Nations Communities (Chippewas of the Thames First Nation, Musee Delaware Nation, Oneida Nation of the Thames).
- A professional arts leader (Executive Director, CEO, etc.), a Board Chair, or an individual with signing authority of a not-for-profit organization applying for CAIP DAS or AOS funding cannot also apply for CAIP project funding.
- Submissions made to **CAIP, City of London Community Grants or Neighbourhood Small Events Fund**, and **CHIP** (Community Heritage Investment Program of the London Heritage Council) within the same investment year.

ELIGIBLE EXPENSES

Expenses that are directly related to the proposed project, such as:

- Administrative costs directly related to the project (up to **10%** of the overall project budget).
- Fees for Artists, Creators, Practitioners of Traditional Arts for research.
- Fees for Artists, Creators, Practitioners of Traditional Arts for creation, production, and presentation.
- Honorariums
- Rehearsal, production, presentation, and technical fees (in-person, virtual, or online presentation costs).
- Marketing and promotion costs.
- Venue and equipment rental costs.
- Art materials and office supplies.
- Other expenses directly related to the proposed project.

INELIGIBLE EXPENSES

CAIP will not make investments in projects involving the following:

- Costs related to capital purchases including, but not limited to, the purchase of land, fixtures, physical facilities, or specialized equipment.
- **Classroom instruction fees, the cost of individual tuition fees for programs, conference or seminar fees, travel costs (including touring or accommodation),**





art therapy projects, second party fundraising events/projects and stand-alone marketing/promotion campaigns.

- For-profit activities. Any potential earned revenue must be declared in your proposed budget and support the creation, exhibition, production, and/or presentation of the project. **Project budgets must balance to zero (there must be no surplus or deficit).**
- **Retroactive investments:** costs incurred prior to the notification of investment results are ineligible for financial support.

GENERATIVE AI GUIDELINES OVERVIEW

Many arts funding organizations currently discourage and/or prohibit the use of Generative AI to create significant portions of a grant application and/or a creative project. As the use of Generative AI has become increasingly commonplace, the London Arts Council (**LAC**) is providing Guidelines for applicants to adhere to when considering the use of Generative AI as part of a Community Arts Investment Program (**CAIP**) submission.

LAC continues to emphasize the importance of artistic originality, personal voice, and a deep understanding of the project's context. **LAC** does allow for use of Generative AI as a tool within aspects of the proposal, with full disclosure by the applicant required. Please **see Appendix C** for more information and **LAC's** full Guidelines for the use of Generative AI.

ADDITIONAL IMPORTANT INFORMATION

Deadline: Friday March 27, 2026, at 4:30 p.m. - Submissions are provided through the online platform and no other means of submission will be accepted. **Late submissions are not accepted by the online system, and incomplete submissions will not be presented to the assessment panel for review. It is the responsibility of the applicant to ensure all required documentation is included in the submission.**

Please note: Assessment Panel decisions **are final**. Any questions regarding a submission should be directed at **LAC** staff.

Investment Reports: An investment request from an Artist, Creator, or Practitioner of Traditional Arts with an **outstanding investment report** for a prior investment will be





disqualified.

Assessment Criteria: Please see Appendix "A", page 8.

Conditions and Requirements of Investment: Please see Appendix "B", page 9.

Use of Generative AI: Please see Appendix "C", page 11.

Notification: Individuals will be notified by email **approximately 10-12 weeks** after the closing date.

Please direct all inquiries (submission content, technology (online form) difficulties and/or finance) to: investment@londonarts.ca, the appropriate LAC Team Member will respond to your inquiry.





APPENDIX "A"

Assessment Criteria

Submissions are reviewed using a peer assessment process that engages assessors who are representatives of the arts community (arts professionals, arts practitioners, arts patrons, and arts volunteers) in London. Assessors are selected by **LAC** through an open "Expression of Interest" on **LAC's** website and through recommendations. Assessors are carefully chosen for their knowledge of the arts, high standing within the arts community, awareness of the City of London context and broader arts environment and, where possible, are reflective of the diversity of London itself.

The Assessment Panel evaluates submissions based on **LAC's CAIP** Eligibility Criteria, Program Objectives, the Assessment Criteria, and available investment resources. When allocating investments, the assessors must balance **1)** supporting the maximum number of projects that are of high artistic merit and beneficial to the artist and the London community, **2)** allocating investment amounts that make a substantial contribution to the artistic project, and **3)** ensuring the projects are sustainable, viable, and accountable.

The Assessment Panel evaluates submissions using the following criteria in the context of an Artist, Creator, or Practitioner's scope of work and proposed project:

Artistic Merit – 50%:

The quality of work (past and proposed), the Artist, Creator, Practitioner Statement, the full Project Description, Resume, and Support material(s).

Impact – 25%:

The impact of the project on the artistic/creative/practice development of the Professional Artist, Creator, Practitioner of Traditional Arts. The potential impact on other Artists, Creators, Practitioners of Traditional Arts and/or the audience/community for whom the project is intended.

Viability – 25%:

Budget, artistic/creative/practice process, objectives of the project, scope and timeline, appropriate compensation of Artist, Creator, Practitioner, and marketing plan to reach





new/existing audiences (not applicable to research).

Note: The LAC treats all applications as confidential and will not release or disclose their full contents except for reporting, assessment, audits, investigations, and other legitimate purposes under the law.

The LAC will engage in discussions regarding an application with the individual identified in the application form as the applicant.



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APPENDIX “B”
Conditions and Requirements of Investment

1. Purpose and use of the investment

I UNDERSTAND THAT:

- **CAIP** investments may only be used for the purposes outlined in the project submission, **LAC** investment notification, and final contract agreement.
- Investments are to be spent within the project timeline indicated and prior to **May 31, 2027**.
- **LAC** recognizes changes may occur in an individual’s project plans. Unforeseen circumstances may cause changes to a project’s completion. Individual investment recipients are **required to communicate promptly** with **LAC** regarding any significant changes to the scale and/or scope of activities, including substantial changes in budget and programming.
- Conditions may be placed on the release of an investment. Any specific condition associated with an investment will be contained in **LAC’s** notification letter and the final **CAIP** contract agreement.
- Successful applicants must submit their **2026 final report**. **Applicants with any outstanding CAIP reports will be disqualified from future funding opportunities.**

I UNDERSTAND THAT:

- All **CAIP** recipients must sign a contract that includes a commitment to provide safe working/creative conditions and to foster workplaces/studio practices free from discrimination, harassment, disrespectful behaviour, and/or reprisal.
- If a complaint is received by **LAC**, the organization will proceed with care to protect the reputation and dignity of the parties involved, while requiring that **CAIP** recipients immediately act to ensure that safe working spaces and conditions without harassment or intimidation are implemented.



- Failure to respect the commitment to provide a workplace/studio practice free from discrimination, harassment, disrespectful behaviours, and/or reprisal could result in **LAC** initiating a process to review and reverse an investment decision.

I UNDERSTAND THAT:

- As a recipient of public funds, I must maintain adequate records as to receipt and disbursement of the investment received. **LAC** may inspect and audit the accounts and records of the individual receiving a project investment. I understand that I must keep records of the project investment for the required seven (7) years as per the Canada Revenue Agency.
- As an Individual Artist, Creator, Practitioner of Traditional Arts, I will be issued a **T4A** for the full amount of the investment. **LAC** advises all recipients to employ the services of a professional tax advisor. I understand I will be required to provide my Social Insurance Number and Banking information to **LAC** for the processing and reporting of investments. I understand that if successful, **banking information and residential information must match** for the **CAIP** investment to be transferred to a bank account.

I UNDERSTAND THAT:

- Individuals **MUST** acknowledge the support of the **LAC** and **City of London** in all physical and virtual marketing and promotional materials (including flyers, postcards, posters, programs, social media, media, virtual/in person presentations) relating to the activities for which the investment was received. Logos are provided on www.londonarts.ca/investments.
- Individuals must provide at least two (2) **LAC** team members with access to and knowledge of all virtual and/or in person performances, exhibitions, events etc., for which an investment was received. Individuals must tag **LAC** in all social media postings related to the project. If applicable, **LAC** requires you to maintain an active link from your website to www.londonarts.ca.
- Individuals must add their events to **LAC's** event listings through www.londonarts.ca/events by contacting info@londonarts.ca, and **tag LAC in all social media postings**. This assists **LAC** in staying current on the activities of investment recipients.





I UNDERSTAND THAT:

- Individuals that receive a CAIP investment in 2026 are strongly recommended to participate in London’s Bicentennial celebrations through relevant artistic programming, if applicable. Participation is intended to foster civic pride, encourage collaboration, and collectively mark this significant milestone in the city’s history.
- Successful applicants should submit their proposed bicentennial activities to the City of London’s “Get Involved” webpage (<https://getinvolved.london.ca/london200>).





APPENDIX "C"
LONDON ARTS COUNCIL GUIDELINES
ON THE USE OF GENERATIVE ARTIFICIAL INTELLIGENCE IN PROJECTS

OVERVIEW

Many arts funding organizations currently discourage and/or outright prohibit the use of Generative AI to create significant portions of a grant application or the creation, exhibition, presentation, or production of an artistic project. As the use of Generative AI becomes increasingly commonplace, the London Arts Council (**LAC**) is providing Guidelines for applicants to adhere to when the use of Generative AI as part of a Community Arts Investment Program (**CAIP**) submission.

These guidelines aim to clarify the acceptable use of Generative Artificial Intelligence (**AI**) tools in the preparation, submission, and execution of grant applications for creative projects. They ensure transparency, originality, and ethical considerations in Generative AI assisted proposal writing and project creation, development, production, and presentation.

For the purposes of **CAIP**, applicants are permitted to use Generative AI tools for information gathering and preliminary research purposes. Applicants must however critically evaluate the obtained information, exercise independent thinking, and engage in original research to synthesize and develop their own ideas, arguments, and perspectives.

The use of Generative AI tools can serve as a starting point for exploration; however, applicants are expected to uphold artistic integrity by appropriately attributing all sources and avoiding plagiarism. Project submissions should reflect the applicant's own thoughts, independent written work, and creative concepts.

LAC continues to emphasize the importance of artistic originality, personal voice, and a deep understanding of the project's context. **LAC** does allow for use of Generative AI as a tool within aspects of the proposal, with full disclosure by the applicant required.





GENERATIVE AI in PROPOSAL WRITING

Transparency on Authorship and Uniqueness of Applications/Projects:

If AI is used as part of a **CAIP** application, it must be clearly disclosed as it pertains to the applicant's specific practice and project. Was AI used in the research, creation, or display of work and/or as part of the grant writing process? If so, you must indicate the type of AI, and in what capacity it was used.

Research Support

Generative AI may assist in gathering publicly available data, analyzing trends, and providing relevant statistics to support an application.

Drafting Assistance

Generative AI tools may be used for initial drafts, brainstorming ideas, and refining language. Final content must reflect the applicant's unique voice and project vision.

Editing & Proofreading

Generative AI driven grammar and style checkers (e.g., Chat GPT, Grammarly, Hemingway Editor) may be used to enhance clarity and readability.

Transparency on Authorship and Uniqueness of Applications

Was Generative AI used in the grant writing process? Either through presentation of research, proposed creation, or proposed display of work? This must be disclosed. The use of Generative AI as it pertains to your specific practice must be clearly disclosed to **LAC** in your application. Individuals must disclose the extent of AI's involvement in their work. Individuals must clearly differentiate Generative AI content from human-created content. Individuals must provide transparency in ethical considerations and decision-making processes.

Accountability

Individuals using Generative AI are responsible for their actions and the consequences of the Generative AI's production outcomes. Generative AI tools draw on pre-existing data sets that have proven historical bias. The use of Generative AI perpetuates these existing biases, and this must be considered and disclosed through its use.





Privacy

Open-source Generative AI platforms do not protect against the sharing of personal data. Individual and group personal privacy rights must be considered and upheld considering any use of Generative AI.

GENERATIVE AI IN CREATIVE DEVELOPMENT/EXHIBITION/PRESENTATION

Concept Development

Generative AI tools may assist in brainstorming, generating creative prompts, and refining ideas while ensuring human oversight. This must be disclosed.

Writing & Composition

Generative AI can support scriptwriting, lyric writing, and storytelling, but must not replace original human creativity. This must be disclosed.

Visual & Audio Elements

Generative AI tools can enhance design, animation, and music production, but artists must ensure that outputs are unique and do not infringe on copyrighted material. This must be disclosed.

Collaboration

Generative AI can facilitate collaboration by streamlining communication and project management. Final decisions must remain human-driven. This must be disclosed.

Production

Generative AI's role in the production process must be clearly defined to maintain quality and ethical standards. This must be disclosed.

Editing & Enhancement

Generative AI tools for colour grading, sound mastering, and image refinement are permitted but must be transparently applied. This must be disclosed.

Automation

Generative AI driven automation in video rendering, sound mixing, or other production elements must support efficiency without compromising creative intent. This must be disclosed.





Synthetic Media

Generative AI images/voices/videos must be disclosed, particularly if they mimic real individuals or artistic styles.

Bias & Fair Representation

Generative AI content should be critically reviewed to avoid perpetuating biases or stereotypes.

Presentation and Distribution

Generative AI tools must be used responsibly in presenting and distributing creative work. Full disclosure of use must be published.

Marketing and Promotion

Generative AI promotional content should be clearly identified to maintain audience trust.

Personalization and Curation

Generative AI recommendations must prioritize ethical data use and audience diversity.

Live and Interactive Experiences

Generative AI driven performances or exhibitions should clearly communicate the role of Generative AI use to audiences.

Copyright & Attribution

Generative AI assisted works must properly attribute original creators and sources.

ETHICAL CONSIDERATIONS

Human Oversight

Generative AI should be a tool for augmentation and must not be a replacement for human creativity and decision-making.

Data Privacy

AI applications and subsequent creations, exhibitions, presentations, and productions must not exploit personal data without consent.





Cultural Sensitivity

Generative AI assisted content must respect cultural contexts and avoid misrepresentation.

Fair Use and Intellectual Property

Generative AI content must not violate copyright or Intellectual Property laws.

Future Updates

As Generative AI technologies evolve, these guidelines will be reviewed to reflect emerging best practices and ethical standards.

