



London **Arts** Council

## 2026 COMMUNITY ARTS INVESTMENT PROGRAM

### Collectives/Ad Hoc Groups of Professional Artists/Creators/Practitioners of Traditional Arts Program Guidelines & Eligibility Criteria

#### PROGRAM DESCRIPTION

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

**LAC** defines **Artist Collectives** as **two or more** Individual Professional Artists/Creators/Practitioners of Traditional Arts coming together for a one-time project or ongoing activities within an artistic discipline/tradition. Collectives must be



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comprised of Professional Artists/Creators/Practitioners of Traditional Arts operating in London or surrounding First Nations Communities, **who are not an incorporated nonprofit organization or registered charity**, operates on a nonprofit basis, and are able to provide documentation to verify this, if requested.

**LAC** defines **Ad Hoc Artists Groups** as **two or more** Professional Artists/Creators/Practitioners of Traditional Arts **as well as amateur** Artists/Creators/Practitioners of Traditional Arts that are residents of London or surrounding First Nations Communities. Ad Hoc Groups come together for a one-time project or ongoing activities within an artistic discipline/tradition. Project investment submission requests from Ad Hoc Groups **must be led and managed** by the Professional Artists/Creators/Practitioners of Traditional Arts within the Ad Hoc Group.

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

### **OBJECTIVES**

To provide project investments to a range of Collectives of Professional Artists/Ad Hoc Groups of Creators/Practitioners of Traditional Arts residing within London and surrounding First Nations Communities, whose project:

- Furthers the development and creation of new work.
- Presents/produces new/existing work of high artistic/creative merit.
- Encourages activity encompassing diversity through tradition, repertoire, and development.
- Encourages local collaborations and increases volunteer opportunities for Londoners (where applicable).
- Offers Londoners and visitors accessible opportunities to engage in and experience the arts.



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- Develops awareness and appreciation of diverse expressions and interpretations of the arts, contributing to the creative vibrancy of London.

### PROJECT INVESTMENTS

Project Investments contribute to the research, creation, and production/presentation of a specific project. The **maximum** a Collective or Ad Hoc Group of Professional Artists/Creators/Practitioners of Traditional Arts may request is **\$15,000.00**. Investment requests should be in proportion to the scope of the project. Collectives/Ad Hoc Groups 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 investments allocated may be less than the amount requested. **LAC will not fund 100% of a project**, with the exception of research projects. Proposed budgets **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 practice of a Collective/Ad Hoc Group toward future creation, and/or presentation/production. **Research is a stand-alone investment request and cannot be combined with a Creation or Presentation/Production investment request.**
- **Creation:** Supports the artistic/creative practice/process of the Collective/Ad Hoc Group geared towards subsequent presentation/production.
- **Production/presentation:** Supports the costs of presenting/producing work where there is at least one confirmed public 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/concentrated period of one or more days. May be one-time but is usually held on a recurring basis - most often annually.



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## PROGRAM SUBMISSION PROCESS

It is **strongly advised** that you consult with an **LAC** team member to determine eligibility for a project investment. Consultation is a conversation, in person, via zoom, or phone, in which the Collective/Ad Hoc Group 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](mailto: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

**Collectives/Ad Hoc Groups must:**

- **Lead applicants must be London resident(s) or resident(s) of the surrounding First Nations Communities** (Chippewas of the Thames First Nation, Munsee Delaware Nation, Oneida Nation of the Thames) and conduct their Artistic/Creative/Traditional practice primarily in London or their Indigenous Community. **Proof of Residency** of the lead artist(s) is required (driver's license, utility bill with name and address etc.).
- **Members must be 18 years of age or older.**
- For further information on Citizenship and Permanent Residency, 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>
- **Pay professional fees to participating professional** London or surrounding First Nations Artists/Creators/Practitioners of Traditional Arts.
- Show artistic/creative ability, innovation, and originality.





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- Provide a safe and supportive workplace/studio practice in which diversity, dignity, and the perspectives of all individuals are valued and respected.
- Only nonprofit activities are eligible. Any potential earned revenue must be declared in your proposed budget and support the creation, exhibition, and/or presentation/production of the project. **Project budgets must balance to zero. (There must be no surplus or deficit).**
- Indicate a range of revenue sources including earned, private sector, and government revenue for project submissions; **LAC will not fund 100% of project costs, with the exception of research projects.**

Based on the **CAIP** Policy, Collectives and Ad Hoc Groups 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 a 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 the Arts **under the age of 18**.
- **Lead Artists/Creators/Practitioners of the Arts who are not Canadian Citizens or Permanent Residents.**
- **Lead applicants** who are **post-secondary students engaged in full-time** studies for the majority of the project duration. Consult with a team member to determine eligibility.
- Collectives/Ad Hoc Groups **who are not located** within the city of London or the surrounding First Nations Communities (Chippewas of the Thames First Nation, Munsee Delaware Nation, Oneida Nation of the Thames).
- A professional arts lead (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 as a lead applicant.



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



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- For-profit activities. 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 be balanced to zero (there must be no surplus or deficit).**
- **Retroactive investments;** costs incurred prior to the notification of investment results are ineligible.

### 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; no other means of submission will be accepted. **Collectives/Ad Hoc Groups of Artists/Creators/Practitioners of Traditional Arts must ensure that all required information is provided. Late submissions are not accepted by the online system, and incomplete submissions will be disqualified and will not be reviewed by the Assessment Panel.**

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



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**Investment Reports:** An investment Request from a Collective or Ad Hoc Group with an **outstanding Investment Report** for a prior investment will be **disqualified**.

**Assessment and Criteria:** Please see Appendix "A", page 9.

**Conditions and Requirements of Investment:** Please see Appendix "B", page 11.

**Use of Generative AI:** Please see Appendix "C", page 13.

**Notification:** Applicants 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](mailto:investment@londonarts.ca). The appropriate **LAC** Team Member will respond to your inquiry.



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**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 Collective/Ad Hoc Group and the London community, **2)** allocating investment amounts that make a substantial contribution to the artistic project(s), 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 Collective/Ad Hoc Group Statement, the full Project Description, Resumes, and Support material(s).

**Impact – 25%:**

The impact of the project on the artistic/creative/practice development of the Collective/Ad Hoc Group. 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 Artists, Creators, Practitioners, and marketing plan to



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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**

**WE UNDERSTAND THAT:**

- **CAIP** investments may only be used for the purposes outlined in the project submission and in the **LAC** investment notification, and final contract agreement.
- Investments are to be spent within the project timeline indicated and prior to **May 31st, 2027**. An Investment Report and Reconciled Budget are required.
- **LAC** recognizes changes that may occur in project plans. Unforeseen circumstances may cause changes to a project's completion. 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.**

**WE 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/studio practice conditions without harassment or intimidation are implemented.
- Failure to respect the commitment to provide a safe workplace/studio practice free from discrimination, harassment, disrespectful behaviours, and/or reprisal





may result in **LAC** initiating a process to review and reverse an investment decision.

**WE UNDERSTAND THAT:**

- As recipients of public funds, Collectives/Ad Hoc Groups are required to maintain adequate records as to receipt and disbursement of the investment received. **LAC** may inspect and audit the books, accounts, and records of a Collective/Ad Hoc Group that has received a project investment. We understand that we must keep records of the Project Investment for the required seven (7) years as per the Canada Revenue Agency.

**WE UNDERSTAND THAT:**

- If the Collective/Ad Hoc Group **does not hold a bank account in the name of the Collective/Ad Hoc Group**, the **lead individual Artist, Creator, Practitioner** will be required to provide their Social Insurance Number and Banking information to **LAC** for the processing and reporting of investments. The **lead artist** of the Collective/Ad Hoc Group will be issued a **T4A for the full amount of the investment in their name**. **LAC** advises all recipients to consult a tax professional. We understand that if successful, **banking information and residential information must match** for the **CAIP** investment to be transferred to a bank account.

**WE UNDERSTAND THAT:**

- Collective/ad hoc groups are **required** to acknowledge the support of **LAC** and **City of London** using **LAC** and **City of London** logos in **ALL** physical and virtual marketing and promotional materials including but not limited to, flyers, postcards, posters, programs, social media, media, and presentations for the organization's activities and programming. Live performances **must include verbal recognition** of **LAC** and the City of London. Logos are provided on [www.londonarts.ca/investments](http://www.londonarts.ca/investments).





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- Collectives/ad hoc groups are **required** to provide/directly invite at the least two members of **LAC** to **ALL** media events, virtual or public performances, and exhibitions. These events, performances, and exhibitions **must include verbal recognition of LAC** and the City of London as major investors in the organization and its operations.  
***Special fundraisers are not applicable.*** If **LAC** representatives are invited, **LAC** will purchase tickets.
- Collectives/ad hoc groups must add their events to **LAC's** event listings through [www.londonarts.ca/events](http://www.londonarts.ca/events) by contacting [info@londonarts.ca](mailto:info@londonarts.ca), and **tag LAC in all social media postings**. This assists **LAC** in staying current on the activities of **collective/ad hoc group** investment recipients.

### **WE UNDERSTAND THAT:**

- Collectives/ad hoc groups that receive a CAIP investment in 2026 are strongly recommended to participate in London's Bicentennial celebrations through relevant artistic programming. 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>).



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**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.



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## **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.





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## **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.



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