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# XOXO DOWNSVIEW WORKPLAN

LIVING DOCUMENT

JULY 2022

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## Overview & Objectives

Across the board, participants in the id8 Downsview engagement process have asked that arts and culture programming and placemaking be a priority on the Downsview lands. The landowners — Northcrest and Canada Lands — agree that arts and culture are critical for the area's future. Their process of reimagining this place builds on — and contributes to — the spirit of Downsview and Toronto's Northwest quadrant. The approach to arts and culture takes this as its starting point.

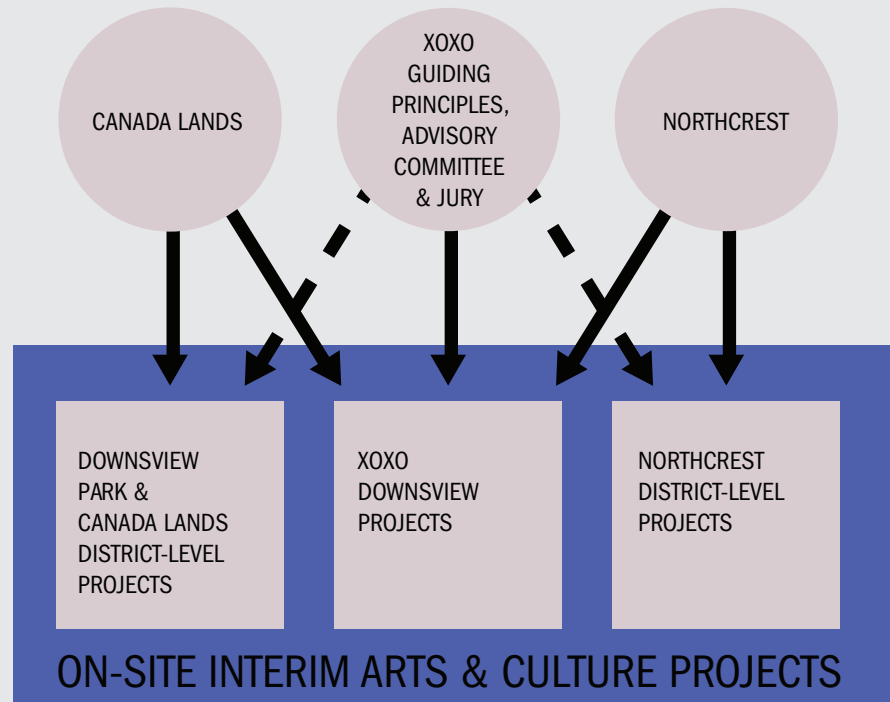
Northcrest and Canada Lands envision a wide range of arts and culture initiatives on these lands, now and in the decades ahead. As outlined on the schematic on the following page, some projects will be managed and executed independently and some will be done in collaboration. The collaborative projects currently live under the banner of XOXO Downsview projects and are presently managed by the XOXO Downsview Team. These projects aim to draw on, amplify, and support the rich local scene and talent that already exists in and around Downsview to both activate and animate the public realm. The projects are guided by the XOXO Downsview values and guiding principles outlined in this document.

These same values and guiding principles will inform a diversity of arts and culture projects managed independently by Northcrest and Canada Lands on their adjacent lands. The landowners may also draw on the current XOXO Downsview structures, including the XOXO Advisory Committee and Jury pool, to support their own independent projects.

XOXO Downsview continues to evolve. What began in a pilot project in summer/fall 2021 has expanded and flourished and may come to inform arts and culture projects in the decades of planning and construction ahead in ways that are yet to be seen.

This is a living document. We're still learning how to best serve local artists and communities, and as our collaborations develop, so too will our approach. XOXO Downsview will continue to transform to support the community and changing needs and objectives.

## INTERIM ARTS & CULTURE FRAMEWORK



- Many different arts and culture projects will take place on these 520 acres of land – some will be Downsview Park/Canada Lands projects, some will be Northcrest projects, and some will be XOXO Downsview projects.
- Canada Lands and Northcrest will direct their independent projects on their own lands and in the new districts they create.
- XOXO Downsview projects, which may take place on the lands of either Northcrest or Canada Lands, are informed by the XOXO guiding principles, XOXO Advisory Committee, as well as both landowners. Some include juried processes, and some do not.
- The guiding principles and expertise of the XOXO Advisory Committee and Jury Pool members may also be drawn on by Canada Lands and Northcrest for their own individual projects at their discretion, as shown with the dotted lines above.

This document outlines how most arts and culture projects and programming will be approached in the interim period of planning and development on these lands, particularly when the landowners collaborate. It follows roundtable events with arts and culture organizations, interviews with local stakeholders, a public on-line survey, precedent research, and a series of early pilot projects that tested an on-the-ground approach to placemaking, installations, and collaborations. It proposes a working structure for decision-making, guided by a set of principles, so these projects are planned, curated, and implemented in a transparent, community-focused, and defensible way.

***“We need more exposure in general for what already exists in the area... to be inclusive and make visible the amazing artists who are already here. We need to find ways to grow with them.”***

***– Arts & Culture Roundtable participant, June 2021***

Overall, this workplan will guide applicable projects and programs to:

- celebrate art, culture, and creativity
- bring people together;
- amplify local talent and explore Downsview’s heritage;
- test ideas and approaches for the future build-out; and
- highlight Downsview as a destination and generator of cultural works.

We call our process XOXO Downsview, because, in Downsview, there’s a lot to love. 2.

# What Informed this Workplan

This workplan was informed by stakeholder, rightsholder, and public engagement, precedent research, and the experience of launching the XOXO Downsview pilot program in summer 2021.

## ENGAGEMENT

Arts and culture-focused engagement started during spring and summer 2021 with local and city-wide stakeholders, rightsholders, and the public. It included two roundtable events with arts stakeholders to help shape the principles and values in this workplan and identify organizations and individuals for partnerships and collaborations. Key stakeholders were also interviewed individually about the local scene and how a workplan should take shape. During Round Three of the id8 engagement process, a public survey asked what interim uses should be considered and how we should decide which ones to prioritize. The Round Three Indigenous Sharing Meeting participants also discussed how projects on these lands can make spaces to celebrate Indigenous culture.

A summary of these events, surveys, and conversations are available on the id8 Downsview website: [www.id8downsview.ca/documents](http://www.id8downsview.ca/documents). Briefly, we heard calls to:

- involve communities;
- prioritize equity, diversity, and inclusion;
- collaborate with local and city-wide initiatives;
- focus on accessibility and affordability;
- include a range of arts disciplines;
- celebrate and make space for Indigenous living history;
- incorporate African, Caribbean, and Black art and cultures;
- include local history and heritage;
- make Downsview an arts and culture destination; and
- show intentions through action.



***"This place was a great arts/culture haven back when I was a child. It is important Downsview embraces its musical history and that there is a strong music/creative scene in the future. Toronto is missing this arts & culture vibe these days."***

***– Downsview Stories comment, 2021***

***"I think we need to define what we want public art to encompass and then make sure that we have representation of the many practices – music, dance, visual arts, circus arts etc. on these committees going forward."***

***– Arts & Culture Roundtable participant, June 2021***

## PRECEDENTS

Our engagement participants suggested examples of arts and culture decision-making structures and processes that work well on the ground. We examined these precedents and others to inform this workplan, including resources from:

- Toronto Arts Foundation's Neighbourhood Arts Network;
- Platform A;
- Toronto Arts Council;
- Arts in the Parks;
- Jane/Finch Centre;
- Art Starts;
- STEPS;
- Canada Council for the Arts;
- the arts and culture jury applications of other cities in Ontario; and more.

In addition, we met and reviewed this workplan with an arts administrator from the Canada Council for the Arts.

The precedents were inspiring and helpful. Briefly, the precedent research and conversations: shaped how this workplan approaches equity and inclusion; showed the value in tapping into existing community arts on the ground; helped us understand different ways to flexibly support communities through the process; stressed the importance of reflection and evaluation and suggested approaches to do so; and outlined aspects of successful mentorships.

## THE XOXO DOWNSVIEW PILOT

To get people on the site, create some platforms for future collaborations, and kick-start community partnerships and placemaking, we launched XOXO Downsview in summer 2021. The projects included a series of painted paths, a mural on the former Downsview Firestation, an installation on top of Downsview Park's highest mound, and an audio tour. These projects were installed in and around Downsview Park and launched in partnership with the City of Toronto's Year of Public Art, aka: ArtworxTO.

The XOXO Downsview pilot projects provided an opportunity to collaborate with a number of young artists and test drive an approach to decision-making. All projects included a community component, and, to ensure that the selection was defensible and equitable, our collaborators were identified through a draft set of principles which in turn were informed by our engagement process. In summary:

- We focused on giving a platform to the diverse voices identified as essential early in the id8 engagement process, particularly to: Indigenous peoples; African, Caribbean, Black communities; and youth. And we sought suggestions from organizations that represent these groups.
- We prioritized local groups and individual artists over those from elsewhere in the city, where possible.
- We prioritized community groups over individual artists. While individual artists were selected, their selection was made with a community group.
- We explored opportunities for mentorship.
- We made decisions regarding partnerships in consultation with North York Arts.





***“This project was a blast! Thank you for the opportunity! We’re excited to build on this project and relationship.”***

***– XOXO artist, summer 2021***

***“We climbed one of the Downsview mountains to see an #ArtworxTO piece called The Turtle & the Traveller by Mi’kmaq artists Chris and Greg Mitchell. Very dramatic in today’s wind. Kinda Christo.”***

***– Shawn Micallef, Oct 2021***

The pilot succeeded on many levels. It engaged fourteen creative partners who are all young people. They include Indigenous artists, artists from local African, Caribbean, Black communities, and other emerging artists of colour from the Northwest quadrant. The pilot also prompted a mentorship initiative with local arts advocacy organization, Just B Graphic. The projects have engaged and excited all kinds of people on site and on social media, and showed how these lands could provide a canvas for community arts, culture, and collaboration. The projects and the creative partners can be seen on the XOXO Downsview website: [www.id8downsview.ca/xoxo](http://www.id8downsview.ca/xoxo)

The pilot demonstrated the advantages of prioritizing local collaboration, connecting with local arts organizations, and being flexible about workplans, timing, and concept development. Specifically, we learned: how important arts and culture can be as an engagement tool — it promotes positive interaction, curiosity, media interest, foot-traffic, website traffic, public awareness, and goodwill. The arts and culture programming and placemaking is a critical extension of the engagement work and importantly adds a “show” to the “tell” of how the landowners want to show up in the community. We learned valuable lessons about workplans, budgets, outreach, compensation, and approvals that are reflected in this document.







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# The XOXO Workplan

This workplan has been shaped by participant input, precedents, and our experience on the ground, and this will continue. We expect the workplan to evolve through time and to remain flexible to suit new collaborations, arts practices, and local conditions. This current draft includes guiding principles, a structure for decision-making, and a decision-making process for different kinds of projects. Appendices also provide examples of forms and checklists that will be used through the process.

## GUIDING PRINCIPLES

These principles will guide all current XOXO Downsview processes jointly executed by the landowners – from imagining new projects, to identifying Advisory Committee and jury members, to selecting creative partners and projects. They will also meaningfully inform the arts and culture projects housed and executed by the landowners across their individual districts.

- **Projects will prioritize and support community.** This includes the arts and culture community of Downsview and beyond and other members of the local community, like small businesses, for example. The projects will involve the community variously as participants, makers, artists, suppliers, Advisory Committee members, jury members, and more. XOXO will build on and support what's already here.
- **Equity and inclusion will be emphasized in all projects.** The projects will represent and invite the diversity of the local area and Toronto as a whole. The projects will specifically make space for BIPOC creators and themes. Furthermore, we will ensure that final projects are inclusive to all viewers/participants on the ground and that everyone guiding the projects and programs is prompted to examine issues of privilege, representation, and allyship.
- **Projects will include a mentorship component wherever possible.** We will look for opportunities to connect young and emerging artists with experienced mentors to facilitate skills development, training, relationship-building, and leadership opportunities in the long-term.
- **Partners will be paid fairly and promptly.** The contributions of artists, jury members, Advisory Committee members, and other creative partners will be compensated. They will be paid CARFAC rates and paid within 15 days of participation or in installments as work is being created
- **The environmental impact of projects will be considered and mitigated.** Projects will tread lightly on these lands. They will protect the natural environment and enhance the natural setting.

*"It's been great working with you and the team. I want to say thank you, specifically as an artist, for the prompt and smooth payments. It shows you understand and respect the plight of the creatives."*

*- XOXO artist, summer 2021*

*"Equity should be a key principle to direct planning arts and culture at Downsview with the goal of removing barriers for new, emerging and marginalized artists."*

*- Arts & Culture Roundtable participant, June 2021*

- **Projects will seek opportunities for reconciliation.** We will work with Indigenous leaders and communities on projects that honour Indigenous cultures, living history, and ways of knowing.
- **Processes will be inclusive, accessible, accountable, and transparent.** We will be clear about how our process works, how decisions are made, and use unambiguous criteria and plain language in all our communications. Advisory Committee meeting summaries will be posted online. We will also produce an annual summary of activities and an evaluation of the XOXO program in relation to these principles.
- **Projects will celebrate a diversity of art forms.** Projects will draw from and support a range of arts, including: installation, mural-making, sculpture, music, dance, theatre, circus, writing, story-telling, painting, drawing, photography, fine craft, digital art, film-making, audio, urban design, landscape architecture, architecture, and more.
- **Projects will create opportunities and spaces for local, emerging, and marginalized artists and cultural producers.** We will consider affordability, flexibility, and accessibility for these creative partners to reduce barriers and encourage participation.
- **Projects will create a destination.** They will delight, challenge, entice, and animate these lands, and do so through all seasons of the year.

*"Today, I joined Pinball Clemons, @YaaraSaks, @PasternakTO and others to launch the #ArtworxTO Hub NORTH at Downsview Common. Great to meet the local artists behind the exhibitions at this hub - one of four that are fostering spaces for diverse artists to showcase their work."*

*- John Tory, Sept 2021*



## DECISION-MAKING STRUCTURE

We know the success of XOXO Downsvue relies on close collaboration with those who have deep local and city-wide experience and knowledge. So, we are proposing a flexible structure for decision-making that includes partners from the creative and cultural scene as advisors on all XOXO Downsvue projects. At present, these advisors work in collaboration with the XOXO Engagement Team, led by the Dept of Words & Deeds, and the landowners to ensure the projects meet XOXO's guiding principles and are of high artistic merit. Landowners may also draw on the expertise of these advisors for their independent projects and processes.

We have created an Advisory Committee (the XOXO-AC), made up of local and city-wide experts, to advise the XOXO Engagement Team and landowners on proposed plans and give feedback on proposed projects and programming. It will also help identify members to sit on project-specific juries, where required. Here is an overview of the composition and roles of those involved in this process.

### **The XOXO Arts & Culture Advisory Committee (XOXO-AC)**

The XOXO-AC will be composed of a maximum of 12 people and include:

- An open seat for rightsholders, the Mississaugas of the Credit First Nation
- A representative from North York Arts, the local arts service organization
- Up to eight members who are experts in:
  - public art (ex: installation, mural-making, sculpture);
  - performing arts (ex: music, dance, theatre, circus, story-telling);
  - visual arts (ex: painting, drawing, photography, fine craft);
  - media arts (ex: digital art, film-making, audio); and
  - urban design, landscape architecture, heritage & architecture
- Two landowner representatives: one from Northcrest, one from Canada Lands

Together, the XOXO-AC must reflect the diversity of Northwest Toronto, and will strive to include:

- Indigenous voices;
- African, Caribbean, Black communities;
- youth and/or artists at early-career stages; and
- other marginalized artists.

The XOXO-AC will also bring:

- curatorial experience;
- experience in community art/community-engaged practices;
- local, on-the-ground experience and knowledge; and
- city-wide understanding of arts and culture.

The XOXO-AC's role will include:

- meeting up to three times per year;
- reviewing projects proposed by the XOXO Engagement Team and/or landowners;
- reviewing requests for proposals (RFPs) in advance of the meeting created by the XOXO Engagement Team and/or landowners;
- making recommendations for jury members; and
- reviewing meeting summaries for accuracy.



***“Check out these how @id8Downsview is integrating arts and culture into the future of the neighbourhood with these installations right next to @ParCKDownsview!”***

***– Downsview Advocate, Oct 2021***

***“Music history here was a sanctuary for me as a child.”***

***– Downsview Stories comment, 2021***

The XOXO-AC’s recommendations will be based on criteria developed from the XOXO guiding principles (see appendices). Members will be paid for a half-day of work for each meeting at CARFAC’s rate of \$322. Members can apply for a childcare subsidy for meeting times (max \$60/meeting for children under 12 years), if needed. When permitted by public health, in-person meetings will take place in Downsview, with basic catering provided, although travel expenses will not be covered. We welcome discussions regarding needs for, or access to, technology or accessibility accommodations.

Members are asked to commit to a minimum of one year on the XOXO-AC and will sit on the Committee for a maximum of three years to ensure a diversity and turnover of perspectives through time.

### **Individual Project Juries**

Juries of a maximum of 8 people will be assembled, as needed, to review, discuss, evaluate, and rank proposals for XOXO projects. They may also be drawn on to support independent landowner initiatives. Their recommendations will be based on criteria developed from the XOXO Downsview guiding principles (see appendices). Juries make recommendations to the XOXO Engagement Team and landowners.

The juries will be assembled from a jury pool based on recommendations from the XOXO-AC and may include XOXO-AC members, where appropriate. They will be experts in the particular medium and/or subject of the project, as identified by the XOXO-AC and the XOXO Engagement Team, where appropriate. Landowner representatives will also sit on the juries.

As with the XOXO-AC, and as needed in relation to the project subject and medium, the juries will reflect the diversity of Northwest Toronto, and will strive to include:

- Indigenous voices;
- African, Caribbean, Black communities;
- youth and/or artists at early-career stages; and
- other marginalized artists.

As needed, the juries will also bring:

- expertise on the subject matter or medium of the project;
- curatorial experience;
- experience in community art/community-engaged practices;
- local, on-the-ground experience and knowledge; and
- city-wide understanding of arts and culture.

Jury members roles will include:

- reviewing and evaluating proposals in advance of the jury meeting;
- gathering online to discuss the proposals; and
- making recommendations to the XOXO Engagement Team and/or landowners based on guiding principles.

Jury members will be paid for a half-day of work for each online meeting at CARFAC's rate of \$322. Members can apply for a childcare subsidy for meeting times (max \$60/meeting for children under 12 years), if needed. When permitted by public health, in-person meetings will take place in Downsview, with basic catering provided, although travel expenses will not be covered. We welcome discussions regarding needs for, or access to, technology or accessibility accommodations.

### **XOXO Engagement Team**

The XOXO Engagement Team developed the XOXO Downsview process and currently manages XOXO Downsview projects. It is composed of the Dept of Words & Deeds in collaboration with: Future Simple Studios; Indigenous engagement consultant, Bob Goulais; North York Arts; and local artists and organizations as appropriate by project.

In this role, the Dept of Words & Deeds currently:

- issues public calls for members of the XOXO-AC and jury pool, reviews submissions, and makes recommendations for XOXO-AC and jury pool members to Northcrest and Canada Lands;
- develops and manages creative projects, in collaboration with Future Simple Studios, Bob Goulais, North York Arts, and others, where appropriate;
- develops and issues RFPs for the creative community, and provides targeted outreach to particular communities, as needed;
- manages budgets;
- refines the XOXO Downsview workplan as needed
- calls meetings, shares updates with, and facilitates the XOXO-AC meetings;
- summarizes XOXO-AC meetings, circulate to members, revise, and post summaries online;
- revises projects based on XOXO-AC feedback;
- assembles project juries from the jury pool with advice from the XOXO-AC and Northcrest and Canada Lands;
- facilitates jury meetings; and
- communicates with artists about their proposals.

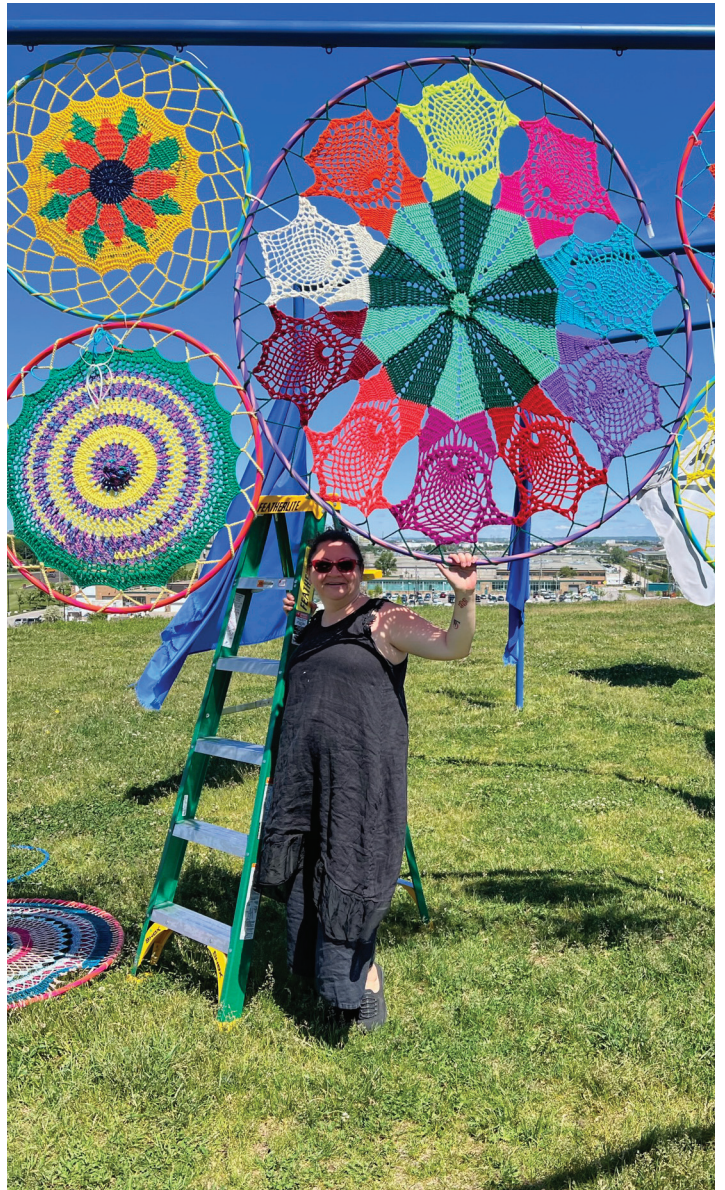
The XOXO Engagement Team will also develop a publicly-available annual summary of XOXO Downsview activities that will provide an overview of the projects and programming and outline how they have achieved XOXO stated principles.

### **Northcrest & Canada Lands**

The landowners approve and allocate budgets and creative projects currently developed by the XOXO Engagement Team. They also approve XOXO-AC and jury members, with recommendations from the XOXO Engagement Team and the XOXO-AC, in the case of juries. One representative from each landowner sits on the XOXO-AC and project juries. While additional arts and culture projects may take place at Downsview that are not developed by the XOXO Engagement Team and do not utilize the XOXO process specifically, all landowner decisions are informed by the XOXO Downsview guiding principles.









***“Imagine a space that supports artists and offers mentorship from early stages, facilitating the actual creation of public art projects and programming. We need infrastructure that supports artists financially and emotionally, where they can grow and dream and thrive.”***

***– Arts & Culture Roundtable participant,  
June 2021***



## **CURRENT DECISION-MAKING PROCESS**

All XOXO Downsview projects will be guided by the principles set out in the previous pages. While they will all align in their intent and values, not all projects will go through a juried process. The process used will be at the discretion of the landowners and the XOXO Engagement Team. Juried or not, projects will be presented to the XOXO-AC for feedback before implementation when timelines allow.

The diversity in approvals approaches is related to the diversity of the forecasted projects and their unique considerations. Following stakeholder engagement activities and idea generation with the XOXO Engagement Team, four main categories of projects have emerged. These projects may be considered for XOXO Downsview projects or be executed by landowners independently:

- events and pop-ups (such as events on the runway, markets, festivals, and cultural events);
- installations and public art (such as interactive sculpture; painted paths; woven fences; and public installations);
- production and working spaces (such as growing, studio, rehearsal, and performance space); and
- residencies and collaborations (such as photographic documentation of the construction project and making land art with earth or excess construction materials).

Projects under each category may or may not be juried. Generally, when an open call is made to the arts and culture community, a jury will be assembled. Here is an overview of what that process may look like:

## Current Flow for Juried Projects

- XOXO Engagement Team develops project in collaboration with creative partners
- XOXO Engagement Team presents proposed project to landowners
- Landowners approve project in principle
- XOXO Engagement Team develops draft project call for proposals
- XOXO-AC meets to review project and draft call for proposals and provides feedback/recommendations on project structure, call for proposals, and jury
- XOXO Engagement Team tweaks project structure and call for proposals based on XOXO-AC feedback
- XOXO Engagement Team submits call for proposals and jury recommendations for landowner approval
- Landowners approve call for proposals and jury members
- XOXO Engagement Team issues call for proposals to public, and reaches out to particular communities as needed, and assembles jury
- XOXO Engagement Team receives creative proposals and sends to jury
- Jury meets to review proposals and make recommendation to landowners
- Landowners approve final project
- XOXO Engagement Team works with the project team to refine and develop the project, as needed

## DECISION-MAKING CRITERIA

The decision-making criteria for selecting XOXO-AC and jury members, developing projects, and evaluating proposals will be based on guiding principles set out in this document. In the spirit of full transparency, the following appendices provide sample evaluation forms:

- Appendix 1: Criteria for choosing XOXO-AC and jury members
- Appendix 2: Checklist for project development
- Appendix 3: Criteria for evaluation of proposals

***“Roller skating on the #Downsview airport runway! What a unique experience in #Toronto! Such an amazing event! @id8Downsview #PlayOnTheRunway #Happy100thBdayNorthYork.”***

***– @only1pheonixx, Play on the Runway participant, June 2022***





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# Appendices

## APPENDIX 1: CRITERIA FOR CHOOSING XOXO-AC AND JURY MEMBERS

What is the applicant's field (indicate all that apply):

- ☐ public art (ex: installation, mural-making, sculpture);
- ☐ performing arts (ex: music, dance, theatre, story-telling);
- ☐ visual arts (ex: painting, drawing, photography, fine craft);
- ☐ media arts (ex: digital art, film making, audio); and
- ☐ urban design, landscape architecture, heritage & architecture
- ☐ other/details:

Is the applicant based in the NW quadrant of Toronto, either for work or residence?

- ☐ No
- ☐ Yes

Does the applicant identify as a member of a First Nation, Inuit, or Métis community?:

- ☐ No
- ☐ Yes

Does the applicant identify as a member of the African, Caribbean, and/or Black community?

- ☐ No
- ☐ Yes

Is the applicant identify as a person of colour?

- ☐ No
- ☐ Yes

Does the applicant identify as part of another marginalized group (ex: underhoused, disabled, newcomer, LGBTQ2+)?

- ☐ No
- ☐ Yes
- ☐ Note:

Is the applicant under 30 years of age?

- ☐ No
- ☐ Yes

Is the applicant at an early stage of their career (within the first eight years of professional practice)?

- ☐ No
- ☐ Yes

Does the applicant have appropriate experience and expertise in their field for their age and career stage?

- ☐ No
- ☐ Somewhat
- ☐ Yes

Does the applicant bring experience in community arts or community-engaged art practice?

- ☐ No
- ☐ Somewhat
- ☐ Yes

Does the applicant bring curatorial experience?

- ☐ No
- ☐ Somewhat
- ☐ Yes

Does the applicant bring local, on-the-ground experience and knowledge?

- ☐ No
- ☐ Somewhat
- ☐ Yes

Does the applicant bring a city-wide understanding of arts and culture?

- ☐ No
- ☐ Somewhat
- ☐ Yes

## APPENDIX 2: CHECKLIST FOR PROJECT DEVELOPMENT

These questions will be used to evaluate and refine XOXO Downsview projects developed by the XOXO Engagement Team and landowners.

- Does the project prioritize community? How does it support and involve the local arts and culture community, the city-wide arts and culture community, and others in the local area?
- Does the project and its participants reflect the diversity of the local area? Does it make space for BIPOC voices? Will it be inclusive of everyone once it is created?
- What are my relationships to those involved? How does this impact the collaboration? How can my interactions be respectful and relationships more equitable?
- Does every phase/season of programming include projects with Indigenous peoples, locals, youth, and African, Caribbean, Black communities?
- Are there opportunities for mentorship in the project? How could more be added?
- Is everyone in the process being fairly paid for their time, knowledge, and expertise?
- What are the environmental impacts of this project? How could they be mitigated? How does the project enhance or detract from the natural setting?
- Are there opportunities to involve Indigenous leaders and communities? How could the project honour Indigenous cultures, living history, and ways of knowing? Do all projects with an Indigenous focus include Indigenous makers?
- Is this project/process being communicated transparently?
- Is this project/process inclusive and accessible to all? Does it use plain language?
- Does the project celebrate diverse art forms? Is there too much of one kind of production?
- Does the project create opportunities for local, emerging, and marginalized artists and cultural producers?
- Does the project make Downsview a destination? Does it work in the winter?
- What activities must be done to encourage proposals from/participation of certain groups?

### APPENDIX 3: CRITERIA FOR EVALUATION OF PROPOSALS

N.B. The evaluation criteria for proposals will be developed in relation to the stated objectives of the project call for proposals, developed in collaboration with the XOXO-AC. As such, the requested materials will vary in their composition by project. They may include statements of intent, examples of previous work, bios/CVs, details of community participation, diversity statements, etc. which the jury will use for evaluation.

An evaluation form may include, but will not be limited to, any of the following:

Does the proposal deliver on the stated objectives of the call for proposals?

- ☐ No
- ☐ Somewhat
- ☐ Yes

Notes:

Does the application demonstrate the ability to successfully manage the project budget?

- ☐ No
- ☐ Somewhat
- ☐ Yes

Notes:

Does the application demonstrate the ability to successfully deliver the project on schedule?

- ☐ No
- ☐ Somewhat
- ☐ Yes

Notes:

Does the project prioritize/support/involve the local community?

- ☐ No
- ☐ Somewhat
- ☐ Yes

Notes:

Does the project and its participants reflect the diversity of the local area and make space for BIPOC voices?

- ☐ No
- ☐ Somewhat
- ☐ Yes

Notes:

Does the project create opportunities for local, emerging, and marginalized artists and cultural producers?

- ☐ No
- ☐ Somewhat
- ☐ Yes

Notes:

Does the project deliver opportunities for mentorship?

- ☐ No
- ☐ Somewhat
- ☐ Yes

Notes:

Will the project be inclusive of everyone once it is created?

- ☐ No
- ☐ Somewhat
- ☐ Yes

Notes:

Does the project consider and/or mitigate the environmental impacts of the work?

- ☐ No
- ☐ Somewhat
- ☐ Yes

Notes:

Does the project make Downsvew a destination?

- ☐ No
- ☐ Somewhat
- ☐ Yes

Notes:

Does the proposal contribute positively to the functions, use, safety, enjoyment of other local features?

- ☐ No
- ☐ Somewhat
- ☐ Yes

Notes:

Is the project made of durable materials?

- ☐ No
- ☐ Somewhat
- ☐ Yes

Notes:

Will the project work during the winter?

- ☐ No
- ☐ Somewhat
- ☐ Yes

Notes:

Is the proposal on budget?

- ☐ No
- ☐ Somewhat
- ☐ Yes

Notes:



**Overall the project is:**

- ☐ **Not recommended**
- ☐ **Recommended**
- ☐ **Highly recommended**

**Overall the project is:**

- ☐ **Recommended at a lower budget**
- ☐ **Recommended at this budget**
- ☐ **Recommended at a higher budget**
- ☐ **Not recommended at all**