

AMPLIFY BC

Music Company
Development
Program –
Stream A

2020/2021
Guidelines

AMPLIFY BC MUSIC COMPANY DEVELOPMENT PROGRAM STREAM A: PREVIOUS RECIPIENTS GUIDELINES 2020-2021

WHAT IS THE AMPLIFY BC MUSIC COMPANY DEVELOPMENT PROGRAM?

The Music Company Development program is one of the Amplify BC programs funded by the Province of BC to stimulate growth and activity in BC's music industry. This program supports the sustainability, growth, and capacity of BC's music companies.

For 2020-21, this program has been redesigned to provide one-time operational support for music companies affected by the COVID-19 pandemic in order to protect existing infrastructure and jobs.

Music Company Development Program Budget: \$900,000

KEY DATES:

Application forms sent out: **July 17, 2020**

Application deadline: **August 3, 2020**

Funding offers issued: **August 17, 2020**

Final reports due: **ongoing until September 1, 2021**

WHAT ARE THE PRIORITIES OF THE LIVE MUSIC PROGRAM?

- Provide timely financial support to the music companies affected by the COVID-19 pandemic;
- Protect infrastructure and support the viability and sustainability of music companies and spaces;
- Support employment for industry professionals and vendors providing vital services to BC's music industry;
- Provide funding with increased flexibility, for companies to respond to their most urgent needs; and
- Support a diverse range of music companies, with broad regional and cultural representation.

APPLICATION STREAMS

In order to deliver funding through an expedited process, the 2020-21 Music Company Development program will disburse grants through two streams:

A) Previous Recipients

B) Open Intake

Applicants may submit only one application per registered company or organization through Stream A. Companies who require additional funding may request additional support through Stream B by checking a box in their application form. An additional application through Stream B is not required.

Guidelines and application information for Music Company Development Stream B are available on the Creative BC website.

STREAM A: PREVIOUS RECIPIENTS

ELIGIBILITY

This program supports BC-based companies and organizations that have previously received funding through the **Creative BC Music Company** program.

Applicants must be companies with primary business activities in the music industry that meet the criteria of the Music Company Development program:

- Is a BC corporation, BC registered business, or Canadian corporation with headquarters in BC and files provincial tax returns; or
- Is a BC or Canadian not-for-profit organization with headquarters in BC; and
- Doesn't primarily exist to benefit one artist or client.

To receive funding through Stream A, companies must also:

- a) Demonstrate lost revenues equal to or greater than the grant amount, due to COVID-19;
- b) Continue to operate in the music sector. Previous recipients with companies that closed prior to COVID-19 are not eligible in this stream;
- c) Be in good standing (i.e. not in default) with Creative BC, including the principals, directors, officers, shareholders, and owners of all applicant companies.

This stream of the Music Company Development program does not support new applicants. New applicants and those who have not received funding previously through the Music Company Development program can apply through Stream B.

FUNDING

Previous Music Company Development recipients may apply to Creative BC for a one-time grant of **up to 5%** of gross annual company revenues, not including grant revenue or revenue collected on behalf of artists, based on the last completed fiscal year. All eligible applicants will receive a minimum **\$500** grant to a maximum of **\$25,000**. No matching funds are required. There is a cap of **\$50,000** per applicant company across both streams of the Music Company Development program for 2020-21.

Grants will be reduced if companies are receiving COVID-19 support through the program listed below; so that the combined amount does not exceed the maximum eligible grant through Stream A:

- [Emergency Support Fund](#) for Cultural, Heritage and Sport Organizations **through Canadian Heritage** in Phase One through **FACTOR - CMF COVID-19 Emergency Support Fund**

Should an applicant receive additional COVID-19 support that exceeds their eligible Stream A grant, their reduced grant amount will be \$0, and they will not be eligible for the minimum grant of \$500.

Applicants will be required to disclose all other funding sources at the time of application. **For example, if the applicant company is eligible for a \$20,000 grant based on their annual revenues, and they have received \$5,000 through the FACTOR COVID-19 Emergency Support Fund, their adjusted Music Company Development grant will be \$15,000.**

Companies are also required to show losses equal to or greater than the eligible grant amount, otherwise grants will be reduced to equal lost revenues due to COVID-19. Losses already claimed and covered by other support programs cannot be used to claim funding through this program.

The percentage of revenues determining grant amounts and the distribution of funding may be adjusted based on industry demand and the delivery of complementary federal and provincial support programs, to ensure fairness in supporting BC's music industry. Creative BC may add additional federal or provincial support programs to the list of those used to adjust or reduce grant amounts.

Upon acceptance of the funding offer, successful applicants will receive a payment of **100% of the grant amount** upon execution of a funding agreement. Payment will be issued by electronic payment, by direct deposit or e-transfer.

ELIGIBLE ACTIVITIES

Recipients are expected to use funding to meet the most urgent needs and support the activities of their business. Eligible activities include, but are not limited to:

- Rent, mortgage, utilities, insurance, or other expenses related to owning or operating a live music company;
- Salaries or wages for employees or contract staff;
- Non-recoverable costs due to the postponement or cancellation of releases, tours, or other business activities; and
- PPE, safety equipment, infrastructure upgrades, technology, or any other costs required for reopening or pivoting as a result of the pandemic.

APPLICATION PROCESS

Creative BC will send eligible applicants an application form on **July 17, 2020**. Applicants need to verify they meet the criteria for the grant and provide the appropriate information and documentation to calculate the eligible grant amount. Applicants must submit their application **no later than August 3, 2020, at 11:59PM PST**. Applicants will be notified of the results of their applications within 10 business days of the deadline.

Applicant companies must provide basic information about their business, including financial statements, losses due to COVID-19, monthly operating costs, and need and urgency of funding.

Applications will be evaluated by Creative BC staff. Funding bodies may be consulted to determine the accuracy of public funding declarations.

APPLICATION REQUIREMENTS

To apply, applicants must complete and submit the following items to Creative BC:

- Online Application Form (provided by Creative BC);
- A Certificate of Incorporation or Business Statement of Registration; and
- Company/Organization financial statements in the form of a notice-to-reader, review engagement, audited statements, or internal profit/loss statements for the previous completed fiscal year.

LOGO AND ACKNOWLEDGEMENT

Successful recipients are asked to acknowledge Creative BC and the Province of British Columbia by tagging Creative BC on social media using @creativebcs and #amplifybc.

RESPECTFUL WORKPLACE

Successful applicants are required to maintain a respectful workplace free of bullying and harassment, in compliance with the [Worker's Compensation Act](#), and applicable [Occupational Health and Safety Regulations](#), policies and guidelines, which must include adherence to provincial orders and [WorkSafe BC](#) requirements for a COVID-19 safety plan that assesses the risk of exposure at a workplace and implements measures to keep workers safe. Companies may be required to provide copies of these procedures and guidelines to Creative BC, as well as evidence that such policies, procedures and guidelines are being implemented.

PROJECT COMPLETION

Recipients are required to complete a final report detailing the impact of the funding.

FOR MORE INFORMATION

Amplify BC programs will deliver funding through four streams serving B.C. artists, live music presenters, music companies and industry development to B.C.'s music industry during the pandemic.

For more information about this program and upcoming opportunities, please contact:

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