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The Bentway @ Canoe Landing Community Programming - Call for Proposals

This fall, The Bentway moves *beyond the Gardiner* with an exciting new expansion site as part of the Canoe Landing Campus, right on Fort York Blvd.

With the help of emerging community leaders like you, this space ("The Bentway Studio") will grow into a vibrant neighbourhood hub and active programming venue located steps from the Expressway in the heart of CityPlace.

Do you have an idea for an outdoor public program to serve the local community? Do you live or work in or near the CityPlace community? We want to help make it happen! Through its Community Incubation Program, The Bentway is accepting proposals for partner projects that serve the local community. (see below)

Introduction to The Bentway

[The Bentway](#) re-imagines how we build, experience, activate, and value public space together. Of the city; about the city; for the city.

Our work is anchored by a new and growing site located under Toronto's Gardiner Expressway, which we operate, maintain, and program as a platform for creative practice, public art, and connected urban life. Phase 1 of The Bentway, located in Fort York, opened in 2018.

We are an independent charity, a not-for-profit profit powered by vital partnerships with the City of Toronto, residents, supporters, artists, creatives, city-builders, and dreamers.

The Bentway Studio @ Canoe Landing

The City's new [Canoe Landing Campus](#) is an integrated multi-use facility and one of the last city-building features for the CityPlace community. With space that includes recreation and fitness amenities including an outdoor programmed roof, community space, two new elementary schools, and a daycare centre, Canoe Landing's programs and services will help ensure families living in this higher-density neighbourhood will have access to amenities that support a thriving neighbourhood.

Through an inventive partnership with the City of Toronto's Parks, Forestry, and Recreation division, Canoe Landing is also now home to The Bentway Studio, located on the northwest side of the facility (facing into Canoe Landing Park).



(The Bentway Studio, interior space)



(The Bentway Studio, outdoor terrace facing Canoe Landing Park)



While the ongoing pandemic hasn't yet allowed us to explore the full potential of this fantastic new facility, The Bentway Studio will see community-based programming grow in exciting new ways, allowing for new partnerships and expanded civic engagement as our city opens up again.

Community Programming – Call for Proposals

The Bentway's personality is co-created with the surrounding communities. On an ongoing basis, The Bentway runs a Community Incubation Program, which assists a select group of emerging individuals, groups, and organizations to develop and implement innovative and engaging community programs.

We invite you to propose a community program to animate the outdoor terrace at the new Bentway Studio (facing Canoe Landing Park).

Selected programs will help to introduce local communities and the city to the possibilities of the space for the first time.

The Community Incubation Program aims to achieve the following goals:

1. Incubate emerging and/or underrepresented talent in the neighbourhood

2. Increase the overall sense of connectedness within local communities
3. Support skills, long-term sustainability and capacity building opportunities within local residents, volunteer groups, and organizations
4. Animate The Bentway Studio at Canoe Landing through free, accessible, diverse, and participatory programs

Successful applicants — to an expected maximum of 4 programs total — will benefit from:

- A maximum of \$5,000 to fund their outdoor program
 - Funding may be used to cover staffing, artist/facilitator fees, outreach and promotion, materials, and other program implementation costs
 - Funding may not be used to cover previously incurred costs or alcohol purchases
- Access to the new indoor space at The Bentway Studio to support the program (to be determined in line with public health guidelines)
 - Details to be discussed during project planning phase
- In-kind venue and staffing support from The Bentway team, as can reasonably be expected
- Opportunities to share knowledge and skills with other program participants
- Targeted mentorship opportunities to help participants develop their program
- Capacity and skills-building workshops relevant to the successful applicant's needs, as well as Event Planning and Marketing/Promotion
- Supplementary marketing and promotional support from The Bentway
- Invaluable community connections to help support future programs

Examples of funded programs could include:

- Temporary public art installations
- Music, dance, and performing arts programs
- Gardening and planting initiatives or workshops
- Community support, action or mobilization initiatives
- Outdoor reading rooms, little libraries, etc.

Your proposed project must:

- Take place outdoors at The Bentway Studio facing Canoe Landing Park
- Run sometime between September 30 and November 1, 2021
- Be free to attend
- Include local residents/groups/organizations as part of project team
- Comply with COVID-related public health guidelines, including plans to adapt to changing circumstances and present hybrid/online offerings (if necessary)

How submissions will be evaluated

Applications will be reviewed by a jury (which will include members of The Bentway's Community Advisory Committee, staff from Canoe Landing Community Recreation Centre, and past Bentway partners).

Proposals will be evaluated based on the following criteria:

1. The strength of the proposed program and its positive impact on the CityPlace community
2. The creative ideas, budding potential, and experience of the applicant(s)
3. A demonstrated plan for execution of the proposed program, including COVID-safety & contingency in the event of future lockdown scenarios
4. How well the proposed marketing and promotions strategy can safely engage CityPlace residents and/or businesses
5. The ability to effectively meet The Bentway's programming principles (see "Supplementary Information" on page 6)
6. The project's potential to grow into a self-sustaining initiative that can continue in the future; and/or be adapted and repeated in other neighbourhoods

In particular, we invite and will prioritize applications from:

- Emerging community leaders
- Equity seeking groups, including Indigenous and racialized people, people with disabilities, and people from 2SLGBTQ+ communities

(Applicants are invited to self-identify based on comfort level.)

Who can apply

The Community Incubation Program is open to **individuals, groups, collectives, non-profits, and charities** located **in or near the CityPlace neighbourhood**.

Proposals from for-profit companies — unless submitted in partnership with a non-corporate individual, group, or organization — will not be considered.

One proposal per applicant, please.

Please note: If you'd like to contribute to the creation of The Bentway's 2022 Community Incubation Program (helping us shape the program, develop the call, and inform our outreach strategies), please send an email to community@thebentway.ca. We'll be in touch as we begin to plan for next year's program.

How to apply

INFORMATION SESSION

The Bentway strongly recommends that all applicants attend a **public information session** via Zoom on **May 20, 2021 at 6pm - 7pm**, where Bentway staff will review the application and its relevant dates, and provide tips on successfully completing the application process. This session will be recorded and posted online for reference.

To register, please visit <https://www.eventbrite.ca/e/community-incubation-program-information-session-registration-153027191449>.

SUBMITTING AN APPLICATION

Proposals may be submitted **online** or **via email**. All submissions are considered confidential.

If submitting online, please fill in all fields.

If submitting via email, please download and send the completed Application Form, with the subject line "**PROJECT NAME - Community Incubation Program 2021**", to Community@TheBentway.ca

Incomplete applications will not be considered. If you require assistance completing the application form online or via e-mail, please contact Vicki Clough at vclough@thebentway.ca.

TIMELINE

The deadline for submissions is **June 4, 2021**.

The Bentway will notify successful applicants by **June 29, 2021** on the status of their application.

Supplementary Information

PROGRAMMING PRINCIPLES

When submitting a proposal, please note that Bentway programming strives to be:

- ACCESSIBLE AND WELCOMING

Deliver free and inclusive year-round programming that appeals to a broad base of visitors.

- CONNECTED AND DISCOVERABLE

Unite diverse communities through shared immersive, artistic and educational experiences; offer moments of surprise, wonder, fun, and learning.

- GENERATIVE

Encourage creative and community partners to embrace the site's unique conditions, histories, and possibilities to produce new contextual projects.

- PARTICIPATORY

Engage visitors as active agents rather than passive audiences.

COVID SAFETY

Applicants are requested to take all ongoing health and safety protocols and the current need for balanced COVID-safe hybrid approaches (in person and online) into account. For any proposed in-person sessions, clear contingency plans should be considered in the event of further lockdown scenarios.

RESTRICTIONS

Programs must adhere to The Bentway's policies regarding alcoholic beverage service/sales and must also adhere to The Bentway's Good Neighbour Policy regarding amplified sound during school hours, excessive noise after 9:00 PM on weekdays or 11:00 PM on weekends.

Applicants are strongly encouraged to consider programs that take place during the week (after school hours), as opposed to solely on weekends, bearing in mind The Bentway and Community Centre's calendar of events and programming commitments across various sites, as well as the surrounding communities' needs and safety.

RECOGNITION & REPORTING

Successful applicants are required to **acknowledge The Bentway's support** in all printed and online materials, promotions, and during any public remarks. All marketing materials and sponsorship agreements must be approved by The Bentway in advance of their public release.

Successful applicants must submit a **final report** that includes (but is not limited to) a written evaluation, photographs of the program, quantitative data (attendance levels, etc.), qualitative data (testimonials, etc.), and a final budget. The report template will be circulated to successful applicants.

WORKSHOPS

Successful applicants must attend **one (1) distanced, in person site visit (if permissible under COVID health and safety regulations)** and **four (4) bi-weekly 90- 120-minute virtual capacity-building evening workshops** in Program Planning and Marketing/Promotion (mid July – early September - dates to be confirmed). Up to two staff members or volunteers per program are invited to attend these workshops. Dates and locations for these workshops will be sent to successful applicants.