

Call for Peer Assessors – Culture Grant Peer Assessment Committee

Payment: \$500.00 honorarium per year

Submission Deadline: May 31, 2019

1. Project Background

The City of Mississauga is committed to improving the diversity of the City's cultural products, the quality of these products, and their accessibility; which will increase the economic and social impacts culture has on the City of Mississauga. To further this goal the Culture Division administers three culture grant programs; the Arts & Culture Grant, Cultural Festivals & Celebrations and the Culture Projects grant programs. To ensure transparency and a fair assessment grant programs are reviewed by a peer assessment committee. Members of which are made up of community leaders and experts in their fields.

2. Selection Criteria

The City of Mississauga will be looking for four peer assessors who are:

- Practicing arts and culture professionals with a minimum of two years' experience in one of the following fields; dance, theatre, visual arts, film, digital arts, heritage, museums, music, or festivals and celebrations.
 - These individuals must be connected to Mississauga as a resident, through their place of employment or have a prominent role as an arts & culture expert outside the city.
- Mississauga-based community leaders with experience volunteering for Boards of Directors and a demonstrated commitment to the City of Mississauga.
- Not currently in a relationship with any group or organization currently seeking or receiving funding from the City of Mississauga's grant programs.

3. How to Apply

Complete the application and upload submission requirements found [here](#). Applicants will receive confirmation of receipt.

You will be asked to provide:

- A complete application
- A copy of your resume/ curriculum vitae

4. Selection Process and Conditions of Entry

1. Applications will be reviewed and evaluated by staff and recommendations will be provided to Council for approval.
2. Each assessor will be provided with a \$500 honorarium for each grant cycle.
3. Successful applicants will be notified directly by Culture Division staff.
4. Successful applicants will be asked to commit to a four year term (2019 – 2022).
5. Peer assessors meet for three days each November for the term of the committee.
6. Assessors will review and make recommendations on all culture grant applications.
7. Grant applications will be provided at least two weeks prior the assessment meeting
8. Assessors will be required to review all applications prior to the peer assessment meeting.
9. The City will not be responsible for electronic submissions that are not received due to technological malfunctions (e.g. file sizes, systems crash, incompatible software, etc.).

5. Reserved Rights of the City of Mississauga

The City of Mississauga, at its sole discretion, reserves the right to request clarification or additional information, as it deems necessary to evaluate submissions; to determine suitability of the submission and capability of the prospective assessor; to select the assessors that it deems most appropriate for the project; to make no selection or to cancel this process at any time; and to issue public announcements regarding the competition.

This document and any submissions in response to it by prospective performer do not create any binding obligations on the City, the prospective performer or any other party.

For More Information Contact:

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Culture Division
City of Mississauga
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Email: andrew.douglas@mississauga.ca

Personal information is collected under the authority of Section 11 of the Municipal Act, 2001 for the purpose of evaluating applicants. It will also be used to contact the individual(s) chosen for the position. Questions about the collection of this personal information should be directed to the Community Development Coordinator, Creative Industries, Culture Division, 201 City Centre Drive, Suite 202, Mississauga and 905-615-3200 x5476.