

Cranbrook & District Arts Council (CDAC) Curatorial Policy

Effective Date: April 30, 2026

Scope: This policy governs the selection, scheduling, and administration of all exhibitions held within the Cranbrook Arts Gallery space.

1. Vision and Mandate

The Cranbrook Arts Gallery serves as a vibrant hub for artistic expression in the Kootenays. Our curatorial goal is to balance the celebration of local talent with the introduction of inspiring contemporary practices, ensuring the gallery remains an inclusive space for both professional development and community engagement.

2. Annual Exhibition Schedule

To maintain a diverse and sustainable calendar, the gallery operates on an annual cycle consisting of approximately 7–9 exhibitions, categorized as follows:

- **Member & Open Calls (2–3 per year):** Non-adjudicated or theme-based group shows open to all CDAC members and local artists regardless of skill level.
 - **Community Partner Exhibitions (1–2 per year):** Collaborations with local organizations (e.g., MBSS, Cranbrook Pride, CBAL) to highlight specific community milestones or social initiatives.
 - **Adjudicated Exhibitions (1–2 per year):** Solo or group shows selected from formal submissions. These are evaluated by an adjudication team based on artistic merit, cohesion, and professional criteria as set out by the BCAC Individual Artist Grants .
 - **Curator's Choice/Invitational (1–2 per year):** Exhibitions curated or invited by the Gallery Curator to fulfill specific strategic goals or address underrepresented artistic discourses.
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3. Submission Categories and Compensation

CDAC recognizes the importance of compensating artists for their labor. We offer three distinct pathways for exhibition:

Category	Artist Status	Compensation Model
Option 1: Sales Focus	Professional or Emerging	Work is for sale; commission-based.
Option 2: Professional Exhibit/installation	Professional/Emerging	Modified CARFAC fee schedule. (currently \$1200)

Category	Artist Status	Compensation Model
Option 3: Community Solo/duo/trio Exhibit	Community/Pre-emerging	Honorarium (currently \$400 - \$700, depending on solo or small group)

Note: Professional/Emerging status is determined based on relevant training, years of practice, and recognition by peers/organizations, referencing BC Arts Council (BCAC) guidelines.

4. Diversity, Equity, and Inclusion (DEI)

CDAC is committed to dismantling barriers in the arts. We actively encourage and prioritize submissions from:

- Indigenous and Métis artists.
- 2SLGBTQIA+ individuals.
- Neurodivergent and differently-abled artists.
- BIPOC, newcomers and other underrepresented groups.

Artists are encouraged to self-identify in their proposals.

5. Adjudication and Selection Process

- **Review Process:** Proposals are reviewed on an ongoing basis. However, space is limited and submission does not guarantee selection.
- **Evaluation:**
 - **Professional/Emerging** applications are reviewed by a formal adjudication team.
 - **Community/Pre-emerging** and **Sales-based** applications are evaluated by the Executive Director.
- **Communication:** All applicants will receive a response regarding the status of their proposal. CDAC reserves the right to recommend a submission for a different category than originally applied for.

6. Submission Requirements

Complete proposals must be submitted digitally and include:

1. **Cover Letter:** Introducing the artist/group.
2. **Exhibition Proposal:** A detailed description of the intended show.
3. **Artist Statement:** General and/or pertaining to the work in the proposal
4. **Curriculum Vitae (CV):** Maximum 3 pages, or a summary of past exhibition history.

5. **Digital Portfolio:** 5–10 images, contained in one document (such as a PDF) accompanied by a numbered image list. A link to a digital portfolio will also be accepted.
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7. Gallery Resources

Cranbrook Arts provides a professional environment including:

- Standardized lighting and hanging systems.
- Funding support for auxiliary programming (Artist talks, tours, opening receptions, and workshops).
- Marketing and promotional materials CDAC channels.
- Additional promotional and commemorative materials may be available (subject to funding, resources and suitability)