

# Survey of Provincial/Territorial Government Expenditures on Culture Fiscal Year 2009/2010

**Confidential (when completed).**Collected under the authority of the *Statistics Act*, Revised Statutes of Canada, 1985, chapter S19.

Completion of this questionnaire is a legal requirement under this Act.



For office use only

          
  
 
 

Ministry/Department or Agency	R003	Mailing Address	R004	Date
Co-ordinator (Address all inquiries)	R005	Mailing Address	Telephone Number	R006
Name of person completing this report		Official Position	Telephone Number	

## Introduction

This survey covers cultural activities funded by the provincial/territorial government. For the purposes of this survey, the government universe consists of all departments, ministries, agencies, commissions, boards, special funds and government business enterprises responsible for the support of arts and culture.

**Excluded** from this survey are the following activities: physical recreation, religion, horticultural societies, agricultural exhibition centres and fairs, language training, development and promotion of languages (including translation bureaus of departments and agencies), and non-cultural Indian and Metis activities.

### Survey purpose

The data from this survey are used by all levels of government, arts organizations, institutions and researchers for the assessment and development of cultural policies and programs as well as for resource justification purposes.

### Confidentiality

The *Statistics Act* protects the confidentiality of information collected by Statistics Canada.

### Data-sharing agreements

To reduce respondent burden, Statistics Canada has entered into data-sharing agreements with provincial and territorial statistical agencies and other government organizations, which must keep the data confidential and use them only for statistical purposes. Information on confidentiality, data-sharing agreements and record linkages can be found on the last page of this questionnaire.

### Fax or other electronic transmission disclosure

Statistics Canada advises you that there could be a risk of disclosure during facsimile or other electronic transmission. However, upon receipt, Statistics Canada will provide the guaranteed level of protection afforded all information collected under the authority of the *Statistics Act*.

**Please refer to Instructions and Definitions on page 2.** If the data you supply do not correspond to the definitions exactly, please explain how they differ on page 2, Section B – **General Comments**.

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## A. AUTHORIZATION TO RELEASE DATA

I hereby grant permission to Statistics Canada to release individualized data (i.e., from a department, ministry or agency) from this survey to federal, provincial and territorial ministries and agencies, as well as other data users.

Signature \_\_\_\_\_ Date \_\_\_\_\_

## B. General Comments:

**Thank you for your cooperation.**

## Instructions and Definitions

### Please read the definitions carefully

#### Culture Functions:

The cultural activities or functions included in this questionnaire are by no means exhaustive. They are, however, intended to cover the major areas of current economic and political interest.

Report expenditures under the function which is the sole beneficiary of that expenditure. Expenditures related to numerous cultural activities should be included in the function "Multidisciplinary Activities".

#### 1. National Library

A National library is an institution designated as such by the government.

#### 2. Public Libraries

Libraries used by the public, supported chiefly by taxation, and generally governed by a public library board. Public libraries consist of main and branch libraries as well as regional, rural, provincial and urban. Excluded are departmental and agency libraries.

#### 3. School Libraries

Libraries administered as units, each located in one place at least as large as a classroom, and providing books and other library services and materials for the use of all pupils and teachers. Excluded are classroom collections, teachers' collections and book collections located in the school but administered by the public library authority.

#### 4. University and College Libraries

All libraries in university and college institutions, including private colleges, technical institutes and teachers' colleges.

#### 5. Museums

All institutions open to the public and administered in the public interest for the purpose of conserving, studying, interpreting, assembling and exhibiting objects and specimens of educational and cultural value, including artistic, scientific, historical and technological materials. Included in this definition are: general museums, history museums, natural-science museums, science and technology museums, art museums and galleries (excluded are galleries primarily concerned with temporary exhibits), etc.

**6. Public Archives**

Institutions designated as public archives by the government.

**7. Historic Parks and Sites**

All parks, sites, monuments and buildings designated as historical by official documentation and/or law, including pioneer villages and heritage areas.

**8. Nature/Provincial Parks**

All nature and provincial parks whose purpose is to acquire, preserve, study, interpret, and make accessible to the public, objects, specimens, documents, buildings and land areas of educational and cultural value. Exclude expenses associated with recreational activities, such as the cost of providing a camp ground in a park. If these expenses cannot be excluded, provide your best estimate for such expenses in a footnote.

**9. Other Heritage**

All expenses associated with the management of programs to preserve, protect, investigate and interpret archaeological sites, as well as expenses associated with restoring historical buildings or structures of archaeological significance. Also include all other heritage activities which are not defined in categories 7 and 8.

**10. Arts Education**

For the purpose of this survey, arts education refers to the fine, applied and performing arts rather than to strictly academic fields such as language, history, literature, etc. The term "arts" as used here includes theatre, music, dance, painting, drama, photography and any other area of art study reported by arts education institutions.

Report all expenditures associated with the teaching of the arts both at national schools (such as the National Ballet School in Toronto and the National Theatre School in Montreal) and at arts institutions (such as Holland College of Visual Arts, Nova Scotia College of Art and Design, Ontario College of Art, Kootenay School of Art, Emily Carr University of Art and Design, Mennonite Brethren Bible/Art College and conservatoire de musique et d'art dramatique).

Do not report expenditures associated with the teaching of the arts at educational institutions (elementary and secondary schools, and college and university institutions).

**11. Literary Arts**

Report grants to authors and publishers for the publication of books, periodicals, magazines and newspapers. Also include financial support for literary seminars, workshops and prizes, as well as subsidies to bookstores and distributors. Costs associated with a publication put out by a cultural department or an agency should be included in expenditures for the cultural activity covered in the publication. Expenditures on these publications covering two or more cultural activities should be included in the function "Multidisciplinary Activities".

Do not report expenditures on non-cultural government publications. Also exclude financial support for organizations which distribute non-literary material, such as agricultural newsletters, etc.

**12. Performing Arts**

The performing arts include theatre, dance, music, and opera. Report expenditures related to creation, production and performance. Also include the financial support given to performing arts organizations, associations and groups.

**13. Visual Arts and Crafts**

Activities traditionally labelled "visual arts and crafts" include painting, sculpture, plastic arts, photography, fine and decorative arts, and craft works. Report expenditures on activities related to the actual creation and production of works of art and crafts. Also include the financial support given to organizations and institutions for activities related to visual arts and crafts, such as grants to art galleries which hold temporary exhibits or travelling shows of works of art.

**14. Film and Video**

Activities related to the creation, production, dissemination and exhibition of films and video. Report the financial support given to film organizations, associations and societies for these activities. Also include the funds spent by government on activities related to the production and distribution of films of a cultural nature.

Do not report expenditures related to government production of non-cultural films, such as educational and promotional films produced for government by private film-makers. Also exclude the expenditures on censor boards.

Continue on page 6

**C. Expenditures on Cultural Activities**

Function	Type of Expenditure														Total expenditures 15=3+4+9+14	Transfers from the federal government 16	Net expenditures 17=15-16
	Intramural				Extramural												
					Operating grants, contributions and transfers to:					Capital grants, contributions and transfers to:							
	Wages and Salaries 1	Purchases of goods and services 2	Operating expenditures 3=1+2	Capital expenditures 4	Individuals 5	Associations and organizations 6	Municipal governments 7	Other * (specify below) 8	Total 9=5+6+7+8	Individuals 10	Associations and organizations 11	Municipal governments 12	Other * (specify below) 13	Total 14=10+11+12+13			
<b>004</b>	Round all entries to the nearest dollar – omit cents																
<b>Libraries</b>	020	060	100	140	180	220	260	300	340	380	420	460	500	540	580	620	660
(010) 1. National																	
(020) 2. Public	021	061	101	141	181	221	261	301	341	381	421	461	501	541	581	621	661
(030) 3. School	022	062	102	142	182	222	262	302	342	382	422	462	502	542	582	622	662
(040) 4. University and College	023	063	103	143	183	223	263	303	343	383	423	463	503	543	583	623	663
(045) <b>Libraries – Total</b>	030	070	110	150	190	230	270	310	350	390	430	470	510	550	590	630	670
<b>Heritage Resources</b>	031	071	111	151	191	231	271	311	351	391	431	471	511	551	591	631	671
(050) 5. Museums																	
(060) 6. Public Archives	032	072	112	152	192	232	272	312	352	392	432	472	512	552	592	632	672
(070) 7. Historic Parks and Sites	033	073	113	153	193	233	273	313	353	393	433	473	513	553	593	633	673
(080) 8. Nature/Provincial Parks	034	074	114	154	194	234	274	314	354	394	434	474	514	554	594	634	674
(090) 9. Other Heritage (specify) _____	035	075	115	155	195	235	275	315	355	395	435	475	515	555	595	635	675
(095) <b>Heritage Resources – Total</b>	040	080	120	160	200	240	280	320	360	400	440	480	520	560	600	640	680
(100) 10. Arts Education	041	081	121	161	201	241	281	321	361	401	441	481	521	561	601	641	681
(110) 11. Literary Arts	042	082	122	162	202	242	282	322	362	402	442	482	522	562	602	642	682
(120) 12. Performing Arts	043	083	123	163	203	243	283	323	363	403	443	483	523	563	603	643	683
(130) 13. Visual Arts and Crafts	044	084	124	164	204	244	284	324	364	404	444	484	524	564	604	644	684
(140) 14. Film and Video	045	085	125	165	205	245	285	325	365	405	445	485	525	565	605	645	685
(150) 15. Broadcasting	046	086	126	166	206	246	286	326	366	406	446	486	526	566	606	646	686
(160) 16. Sound Recording	047	087	127	167	207	247	287	327	367	407	447	487	527	567	607	647	687
(170) 17. Multiculturalism	048	088	128	168	208	248	288	328	368	408	448	488	528	568	608	648	688
(180) 18. Multidisciplinary Activities	049	089	129	169	209	249	289	329	369	409	449	489	529	569	609	649	689
(190) 19. Other (specify) _____	050	090	130	170	210	250	290	330	370	410	450	490	530	570	610	650	690
(200) <b>Total Expenditures</b>	055	095	135	175	215	255	295	335	375	415	455	495	535	575	615	655	695

\* For other category, indicate the box number, followed by the name of institution or sector in receipt of grants \_\_\_\_\_

**004**

**(210) D. Sources of Revenues for Cultural Activities**

(Report the revenues used to finance the expenditures reported on page 5, column 15)

1. Provincial/Territorial government (specify department) \_\_\_\_\_
2. Federal government (specify department) \_\_\_\_\_
3. Lottery (specify) \_\_\_\_\_
4. Other (specify) \_\_\_\_\_
5. **Total** \_\_\_\_\_

Dollars
700
701
702
703
705

**004**

**(220) E. Department/Agency Personnel Engaged in Cultural Activities**

1. Employees who worked full-time in culture related areas .....
2. Employees who worked part-time in culture related areas .....
3. Freelancers .....
4. **Total** .....

End of August Number	End of March Number
710	720
711	721
712	722
715	725

15. **Broadcasting**

Report expenditures related to radio and television including those associated with government broadcasting (e.g., CBC and TV Ontario). Also report financial assistance to private stations and to institutions (e.g., grants for school broadcasting).

16. **Sound Recording**

Report records, tapes and compact discs of a musical and oral nature. Report expenditures related to the creation of records, tapes, compact discs and other digital recordings as well as funds for operation of studios and purchase of equipment. Also include expenditures related to distribution, including subsidies to distributing companies, manufacturers and stores.

17. **Multiculturalism**

Report expenditures and grants for multiculturalism.

18. **Multidisciplinary Activities**

Report expenditures related to numerous cultural activities or functions which cannot be broken down by function. This includes financial support given to cultural facilities, centres, festivals, municipalities, cultural exchange programs and arts organizations for various cultural activities.

19. **Other**

Report unallocatable general and administration expenditures related to numerous cultural activities. Allocatable general and administration expenditures should be included in the expenditures for the various cultural activities.

**C. Expenditures on Cultural Activities**

**Departments/Ministries** should report their gross budgetary expenditures (revenues credited to the vote are not subtracted). To avoid duplication, exclude from department or ministry expenditures any grants given to agencies which keep their own financial accounts because these agencies will file their spending reports separately.

**Agencies** should report their gross total expenditures. The expenditures of an agency may exceed government grants if its spending is supported by revenues generated by its operation.

**Type of Expenditure**

**Intramural** – the reporting department/unit. The cultural work is normally carried out by personnel assigned to the department and usually in facilities of the department. Also included are the administration of extramural programs, the costs of acquiring land, buildings and equipment to be used for cultural activities, and contracts to provide services required for cultural projects (e.g., computer services).

1. **Wages and Salaries**

Report expenditures for wages and salaries for all full-time, part-time, regular, term and casual employees. Also include the employee benefits paid by the government into social security, pension funds, etc. Exclude expenses not requiring a cash outlay, such as accrued employee termination benefits and vacation pay.

2. **Purchases of Goods and Services**

Report expenses associated with the purchase of materials and office supplies, rent, fuel and light, repairs and maintenance, printing, travel expenses, telephone and Internet charges, equipment with a normal life of under one year, and purchases of other goods and services (excluding employee services) required for the department or agency to operate. Also include the fees paid to freelancers during the reporting period. Exclude expenditures not requiring a cash outlay, such as depreciation and amortization expenses, and imputed costs of accommodation provided without charge by departments and agencies.

3. **Operating Expenditures**

Report the sum of the amounts listed in column 1 (wages and salaries) and column 2 (purchases of goods and services).

4. **Capital Expenditures**

Expenditures on goods with a normal life of more than one year. Report expenses associated with the construction and acquisition of land, buildings, machinery and equipment. Also include the expenses associated with extraordinary building repairs.

**Extramural** – grants, contributions and transfers to arts and culture.

(a) **Operating Grants, Contributions and Transfers**

Report financial assistance which is not for capital development or acquisition but is described as current (operating) in the financial statements.

5. **Individuals** – Report financial assistance to individuals, such as grants to artists, and prizes and awards to individuals.
6. **Associations and organizations** – Report financial assistance and transfers to institutions (such as museums, archives and libraries), companies, associations, groups and organizations.
7. **Municipal Governments** – Report transfers to municipalities, special-purpose boards (such as regional library boards and conservation authorities) and school boards for arts and culture related activities.
8. **Other** – Report financial assistance and transfers for arts and culture not included in the above categories, such as assistance to foreign governments for arts and culture related activities.

(b) **Capital Grants, Contributions and Transfers**

Report grants and transfers made to finance the acquisition of capital assets. Definitions of columns 10 to 13 correspond to the definitions above for columns 5 to 8.

16. **Transfers from the Federal Government**

Report the transfers of money by the federal government to finance the expenditures reported by the provincial/territorial government (page 5, column 15).

**D. Sources of Revenues for Cultural Activities**

1. **From the Provincial/Territorial Government**

**Departments/Ministries** should report the actual spending of revenues provided through legislative appropriations on culture, as described in this report. Do not subtract revenues credited to the vote. Exclude revenues provided through federal transfers.

**Agencies** should report the grants provided by the government for expenditures on culture, as described in this report.

2. **From the Federal Government**

Report revenues provided by the federal government for expenditures on culture, as described in this report. The funds are referred to as payments, contributions, transfers, etc. Also include federal portions of any federal-provincial cost sharing programs and identify the program. This amount should equal the total transfers from the federal government reported on page 5, column 16.

3. **From Lotteries**

Report revenues provided by lotteries for expenditures on culture, as described in this report.

4. **From Other Sources**

Report revenues used to finance cultural expenditures which are not included in categories 1 to 3, such as revenues from sales, advertisements, fees, municipal government and other transfers, investment income, private donations, etc.

5. **Total Revenues**

For **departments and ministries** total revenues should equal total expenditures reported on page 5, column 15.

For **agencies** total revenues may not always equal total expenditures.

## E. Department/Agency Personnel Engaged in Culture Activities

### 1. Employees Who Worked Full-time in Culture Related Areas

Report the number of paid employees who worked at least 30 hours in culture-related areas during the last week of August and/or March of the reporting year.

### 2. Employees Who Worked Part-time in Culture Related Areas

Report the number of paid employees who worked less than 30 hours in culture-related areas during the last week of August and/or March of the reporting year.

### 3. Freelancers

Freelancers include talent and technical workers (e.g., actors, writers, camera operators, etc.) who receive fees for rendering services. Report separately freelancers hired more than once during the reporting period. Include numbers at the end of August as well as those at the end of March of the reporting period.

## General information

### Confidentiality

#### Your answers are confidential.

Statistics Canada is prohibited by law from releasing any information it collects which could identify any person, business, government department or agency, or organization, unless consent has been given by the respondent or as permitted by the *Statistics Act*. The confidentiality provisions of the *Statistics Act* are not affected by either the *Access to Information Act* or any other legislation. Therefore, for example, the Canada Revenue Agency cannot access identifiable survey records from Statistics Canada.

Information from this survey will be used for statistical purposes only and will be published in aggregate form only.

### Data-sharing agreements

To reduce respondent burden, Statistics Canada has entered into data sharing agreements with provincial and territorial statistical agencies and other government organizations, which must keep the data confidential and use them only for statistical purposes. Statistics Canada will only share data from this survey with those organizations that have demonstrated a requirement to use the data.

**Section 11** of the *Statistics Act* provides for the sharing of information with provincial and territorial statistical agencies that meet certain conditions. These agencies must have the legislative authority to collect the same information, on a mandatory basis, and the legislation must provide substantially the same provisions for confidentiality and penalties for disclosure of confidential information as the *Statistics Act*. Because these agencies have the legal authority to compel respondents to provide the same information, consent is not requested and respondents may not object to the sharing of the data.

For this survey, there are **Section 11** agreements with the provincial and territorial statistical agencies of Newfoundland and Labrador, Nova Scotia, New Brunswick, Quebec, Ontario, Manitoba, Saskatchewan, Alberta, British Columbia, and the Yukon.

The shared data will be limited to information pertaining to government departments and agencies located within the jurisdiction of the respective province or territory.

**Section 12** of the *Statistics Act* provides for the sharing of information with federal, provincial or territorial government organizations. Under **Section 12**, you may refuse to share your information with any of these organizations by writing a letter of objection to the Chief Statistician and returning it with the completed questionnaire. Please specify the organizations with which you do not want to share your data.

For this survey, there are **Section 12** agreements with the statistical agencies of Prince Edward Island, the Northwest Territories and Nunavut.

For agreements with provincial and territorial government organizations, the shared data will be limited to information pertaining to government departments and agencies located within the jurisdiction of the respective province or territory.

### Record linkages

To enhance the data from this survey, Statistics Canada may combine it with information from other surveys or from administrative sources.