

REQUEST FOR PROPOSALS
ADMINISTRATIVE & PROGRAMMING SPACE

SUBMISSION DEADLINE:
DECEMBER 14, 2026

DANIELS SPECTRUM



INTRODUCTION

ArtHubs is inviting proposals from non-profit organizations and artist collectives interested in a rare leasing opportunity within Daniels Spectrum.

This document sets out the parameters for the upcoming leasing opportunity which includes a description of the site and building program, submission requirements and review guidelines.

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VISION

The guiding vision for Daniels Spectrum aims to foster a vibrant, dynamic community cultural hub that offers a unique opportunity for residents and visitors to come together to share ideas, resources, and inspiration — meeting the diverse needs of the community while creating a place where arts and culture organizations, creative entrepreneurs, and community groups can connect and thrive. This overall vision is further organized into programmatic themes for each floor of Daniels Spectrum.

FIRST FLOOR: EXPERIENCE

The first floor is dedicated to experience, serving as a gathering space and lounge, and offering several event and performance spaces. Programming operated on the first floor includes: Native Earth Performing Arts (NEPA), Daniels Spectrum Cafe and the Community Living Room. ArtHubs Events operates Ada Slaight Hall events, conferences, trade-shows, performances, weddings, speaker series and celebrations take place.

SECOND FLOOR: LEARNING

The second floor is dedicated to learning, and is home to 5 organizational tenants focused on learning and educational programming:

- Community Music Schools of Toronto
- Visions of Science
- Peacebuilders Canada
- Native Earth Performing Artist's administrative offices
- Children's Book Bank

ArtHubs is inviting proposals for a leasing opportunity located on this floor.

THIRD FLOOR: COLLABORATION

The third floor is dedicated to fostering emerging creative entrepreneurs in the community and facilitating collaboration. The third floor operates as a collaborative work and community space, home to multiple organizations, groups, and users, who benefit from access to shared amenities and communal spaces.



THE OPPORTUNITY

ArtHubs is inviting qualified non-profit organizations and artist collectives to submit proposals for tenancy of a second floor office and programming space.

2ND FLOOR: TENANCY

ArtHubs is seeking proposals from passionate arts organizations, artist collectives, and creative groups to lease a purpose-built studio on a long-term basis. This unique space is designed to inspire and support a diverse range of artistic endeavours, from video, performance and multimedia projects to innovative community programming. We are seeking proponents who are dedicated to fostering creativity, accessibility, and cultural engagement, creating opportunities for all.

Through this Request for Proposals, ArtHubs aims to ensure the studio becomes a vibrant hub for the neighbourhood—welcoming young people, seniors, newcomers, and residents who may not yet feel fully connected to Daniels Spectrum's artistic community. Let's work together to expand access to the arts and build an inclusive, thriving cultural landscape.

LEASING OPPORTUNITY DETAILS

Area: 1,700 sq. ft. of usable space
Occupancy Date: Space Available Immediately
2027 Monthly Rent: $3,911.72 (inclusive of HST, excluding Hydro)

Suite 240 is a 1,700-square-foot corner suite on an active second floor alongside other tenants that deliver programming. The layout combines small private offices with a dedicated screening room and an open common area, allowing a tenant to run day-to-day operations and host screenings, workshops or small group programs in the same suite.

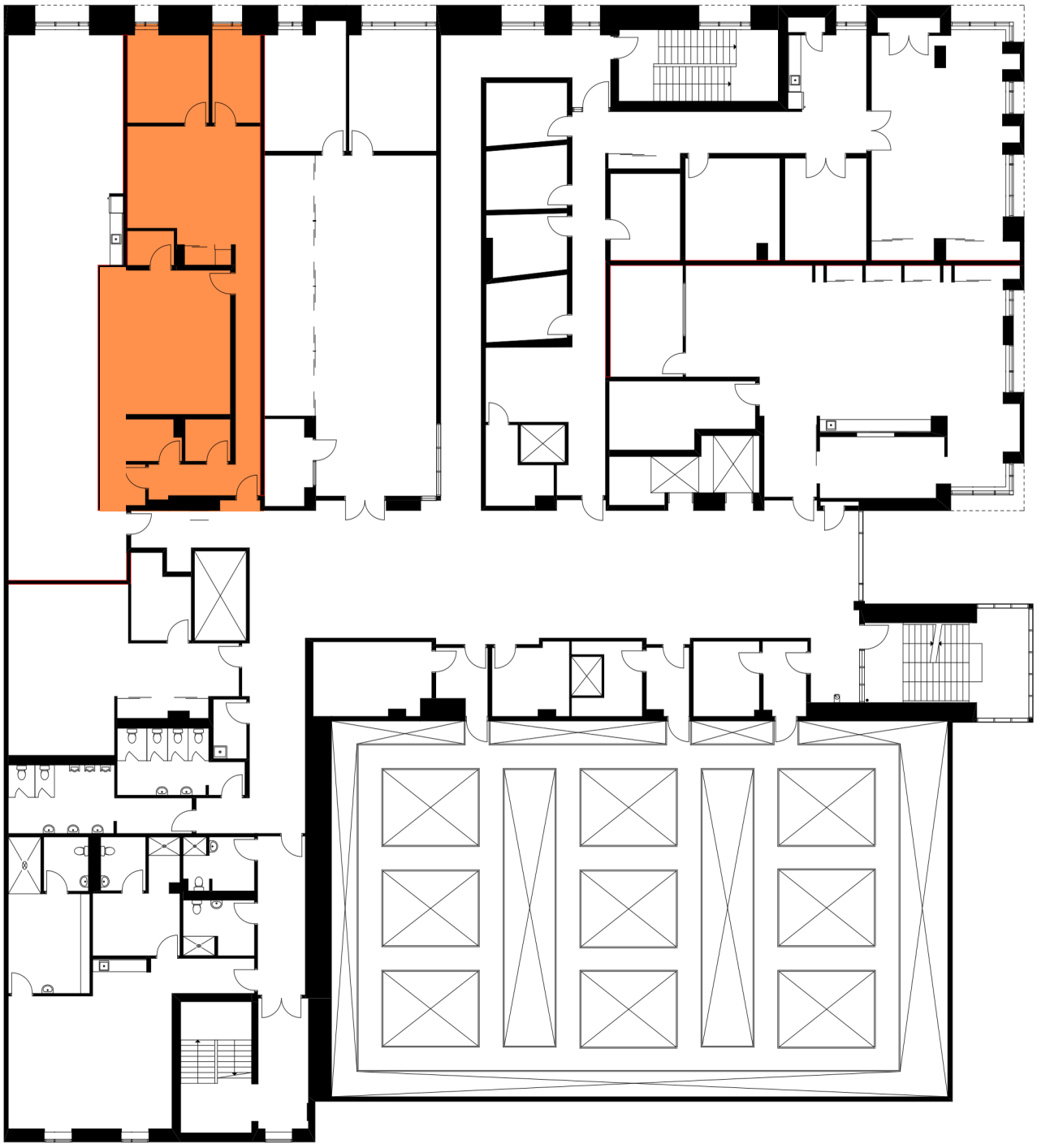


SUITE 240 FEATURES:

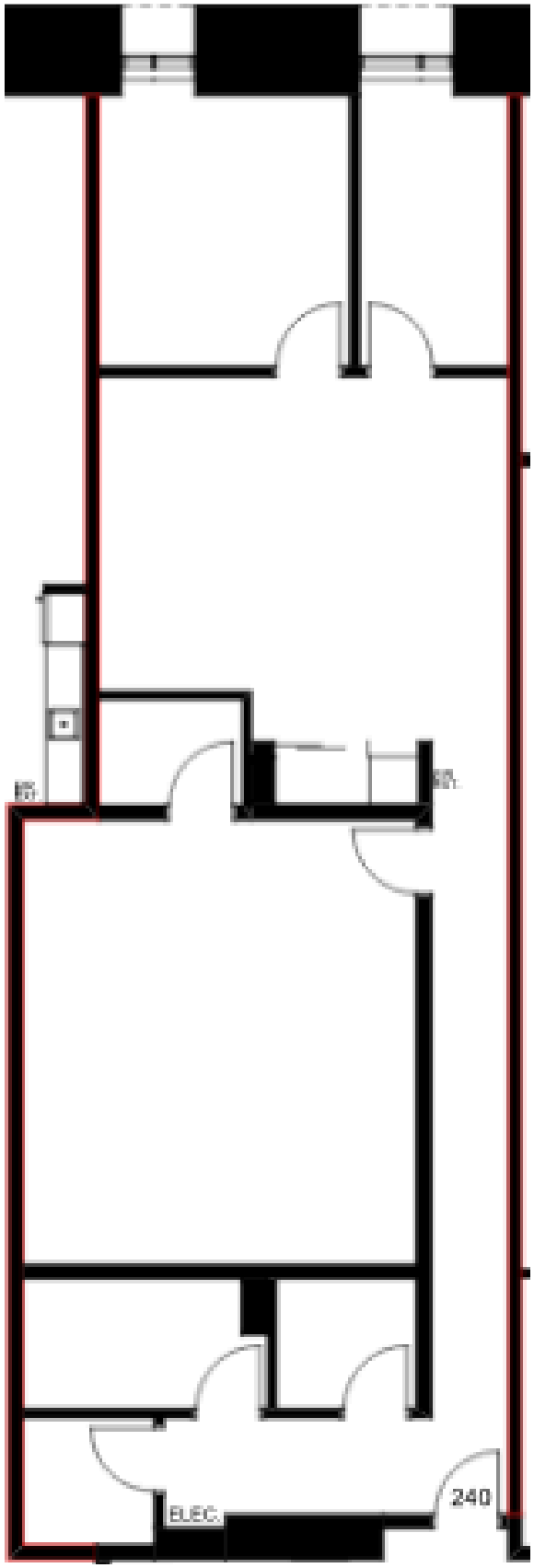
- Two private offices with large windows that bring in natural light
- Dedicated screening room with a projection screen and acoustic wall and ceiling panels
- Open common area for collaborative work and informal meetings
- Kitchenette with upper and lower cabinetry
- Dedicated storage spaces for equipment, supplies and program materials
- Card/fob access to main entrances; key locks on all doors

See the following pages for floorplans, photos, and more information on the features of this specialized studio and programming space.

2ND FLOOR FLOORPLAN



SUITE 240 FLOORPLAN



TO APPLY

SUBMIT REQUIRED DOCUMENTS

Interested parties are required to submit the following documents as part of their proposal:

1. Completed Application Form (See appendix A)

2. Business Profile and History

- Mission statement
- A brief history of the organization including years of operation
- Describe the organization's current programs and services
- Provide information on any awards, successes and relevant impact statistics

3. Proposal addressing use of space and contribution to programming on site (5 pages maximum)

How is the space going to be used? Please provide a description of your business plan including how the space will be accessed by the community Please identify regular staff or users, target participants, partners with whom you propose space or implement programs, and days and hours of operations

4. Vision for the Space (4 pages maximum)

- Why is the organization interested in space at Daniels Spectrum?
- What is the organization's experience working in the Regent Park community or similar
- communities?
- How does the organization demonstrate inclusivity, and accessibility of service for diverse populations?

5. Financials

Please provide audited financial statements for 2 years and a current year internal financial statement

6. Supporting Documents

- Biographies for key personnel
- Proof of Non-Profit or Business Registration (if applicable)

Submission Deadline: December 14, 2026

Proposal application form and supporting materials should be submitted by email to **leasing@arthubs.ca**

REVIEW AND SELECTION

A selection committee comprised of members of the Daniels Spectrum community will undertake the process of determining organizational fit for this opportunity within Daniels Spectrum. An order of priority will be established for which tenancy offers will be made.

Each proposal will be reviewed according to the following guidelines:

Vision

- Is the submission rooted in a strong organizational vision?
- Is the vision appropriate to the site?
- Would the submission make a substantial contribution to Daniels Spectrum and the Regent Park community?
- Is the submission rooted in inclusivity and accessibility of service for diverse populations?

Capacity

- Does the respondent demonstrate the capacity and experience to deliver on what is proposed in the submission?
- Does the respondent demonstrate the necessary level of leadership to deliver the vision?
- Does the respondent demonstrate the necessary level of management experience to deliver the vision?

Sustainability

- Does the respondent demonstrate the necessary financial, and operational capacity?
- Is the respondent able to demonstrate its financial stability and sustainability?



NEXT STEPS

Following review of submissions, ArtHubs will notify respondents of the next steps. ArtHubs reserves the right to further refine and develop possible operating models.

QUESTIONS

All questions concerning the proposal should be directed by email to **leasing@arthubs.ca**

APPENDIX B

ABOUT DANIELS SPECTRUM

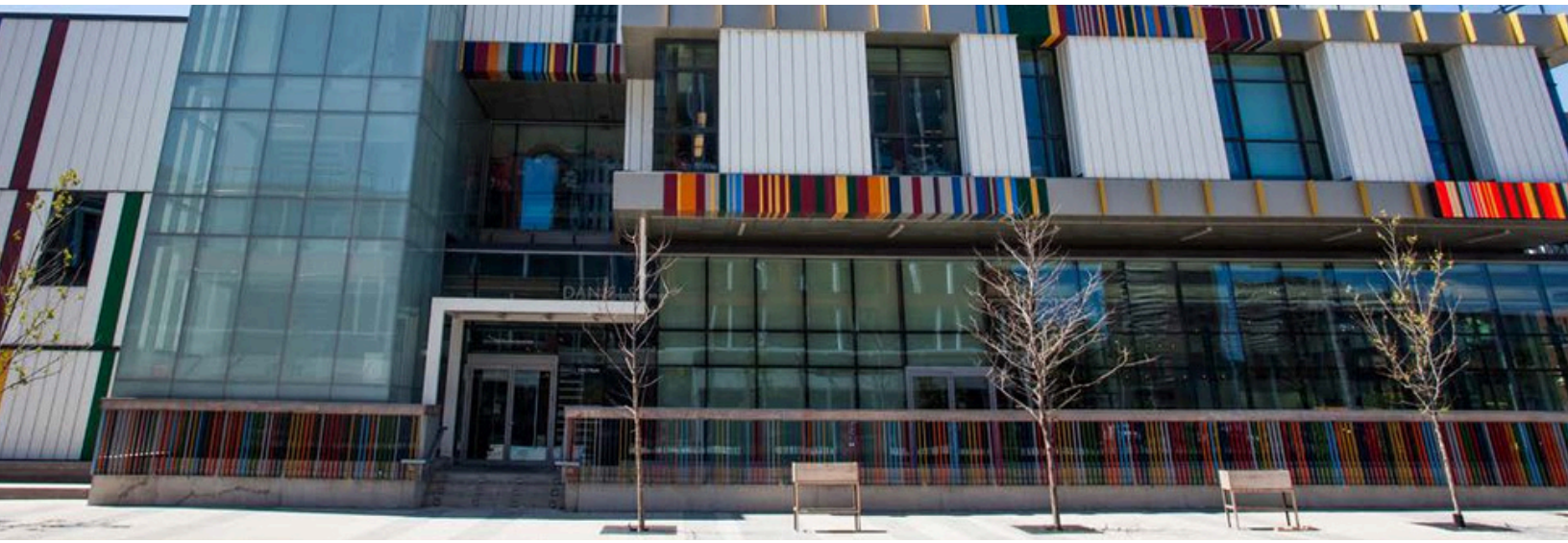
Daniels Spectrum is a Community Hub in the heart of Regent Park. It is a place for cultural exchange and collaboration with programming designed to help promote positive community engagement and creative inspiration. Daniels Spectrum is a community meeting place and hosts many events such as performances, celebrations, and public community events throughout the year. The building is committed to excellence in artistic creation, inclusivity and participation, celebrating our diverse community, collaboration and social engagement, and a healthy and sustainable sense of community. Working with partners and tenants, Daniels Spectrum aims to create a diverse and dynamic cultural sphere, a richer and more inclusive social fabric, a stronger local economy, and a cleaner and greener environment.

LOCATION

Located at 585 Dundas St East in Regent Park, a vibrant neighborhood in Toronto's east downtown, Daniels Spectrum is close to some of the city's most important cultural, community and entertainment assets. The Centre is ideally situated in close proximity to established areas such as Cabbagetown, Riverdale, Corktown, and the Distillery District. Daniels Spectrum is situated across from the beautiful Regent Park greenspace and Pam McConnell Aquatic Centre.

ABOUT ARTHUBS

ArtHubs is a non-profit organization based in Toronto that operates a portfolio of community cultural hubs, including Daniels Spectrum, Gibraltar Point, Wychwood Barns and Youngplace. ArtHubs projects, programs and services are designed to support artists and creatives thrive while enhancing the broader communities they serve.



APPENDIX C

LIMITATIONS

Any Respondent making a submission in response to this Call for Proposals does so fully accepting the following provisions:

This is a Call for Proposals only; it is not a procurement document. The information contained in this Call for Proposals is intended for information purposes only to assist interested parties in assessing whether or not to respond to such request. No representation or warranty express or implied, is made by ArtHubs or any of its agents, as to the accuracy or completeness of such information. Neither Artscape nor its agents will be responsible for, and hereby expressly disclaim, any and all liability for any errors, omissions or inaccuracies in connection therewith. In its response to this Call for Proposals, the Respondent must disclose to the ArtHubs, any potential conflict of interest that might compromise this process. If such a conflict of interest does exist, Artscape may, at its discretion, refuse to consider the response in question.

The Respondent must also disclose whether it is aware of any ArtHubs employee or Board of Trustees member has a financial interest in the Respondent and the nature of that interest. If such an interest exists or arises at any point leading to the selection of the successful Respondent, ArtHubs may, at its discretion, refuse to consider the response, or proceed with the Respondent any further in this process unless and until the matter is resolved to ArtHubs sole satisfaction. All information provided by or obtained at any time from ArtHubs or its agents in any form in connection with this Call for Proposals that is not publicly available (i) must be treated in a highly confidential manner; (ii) is not to be used for any other purpose other than responding to this Call for Proposals; (iii) must not be disclosed to any other person without the prior written authorization of ArtHubs; and (iv) shall be returned to ArtHubs immediately upon the request of ArtHubs

This exercise is not a request for tenders. This is a request for information only and no legal obligations will arise hereunder in any circumstances. ArtHubs reserves the right to amend the scope of this Call for Proposals, and to carry out discussions with one or more prospective Respondents at any time, or from time to time, for the purpose of attempting to finalize an acceptable agreement, at all times without recourse against ArtHubs and its agents, should no such agreement be concluded.

ArtHubs may proceed as it determines in its sole discretion, including to discontinue or invalidate this Call for Proposals and including to re-issue or proceed with a further Call for Proposals and ArtHubs will not be responsible for any losses or costs incurred by any Respondent as a result thereof. ArtHubs has the right not to respond to any report or request made by a Respondent and not to distribute copies of any reports or requests received from a Respondent and responses thereto, to the other Respondents. Where ArtHubs in its discretion, considers that such report or request necessitates a change to this Call for Proposals, ArtHubs will prepare and issue an appropriate addendum to this Call for Proposals. ArtHubs reserves the right to terminate this Call for Proposals at any time for any reason.

