



Canada Council  
for the Arts    Conseil des arts  
du Canada



THE CIRCLE LE CERCLE

THE J.W. McCONNELL  
FAMILY FOUNDATION

LA FONDATION DE LA  
FAMILLE J.W. McCONNELL

To First Nations, Inuit and Metis artists, collectives and arts organizations (including collaborations with non-Aboriginal artists and organizations)

## {RE}CONCILIATION

Articulations through artistic expression of conciliation and reconciliation in Canada  
An initiative to create new artworks reflecting the conciliation and reconciliation experience in Canada

Follow these <b>three steps</b> to apply for this grant:	
<b>Step 1</b>	Read the <b>Program Guidelines</b> for details about the purpose of the program, who and what is eligible, grant amount, application assessment process and criteria, etc.
<b>Step 2</b>	Read the <b>Important Information</b> section. If you still have questions about the program or the application process, contact the program officer indicated below.
<b>Step 3</b>	Complete all sections of the attached <b>application form</b> . Be sure to use the <b>Checklist (Part D)</b> of the form to confirm that you have completed all relevant sections of the form and have included all required support material.  <b>You may submit your application electronically using GO! Grants Online: <a href="http://www.canadacouncil.ca/go">www.canadacouncil.ca/go</a>.</b>

### Deadline

**June 21, 2016**

If this date falls on a weekend or statutory holiday, the deadline moves to the next business day.

Your completed application form and all required support material must be postmarked on or before the deadline date.

The Canada Council for the Arts will not accept applications postmarked after the deadline, incomplete applications, or those submitted by fax or email.

### Further Information

#### Steven Loft

Coordinator  
Aboriginal Arts Office  
Canada Council for the Arts  
150 Elgin Street, P.O. Box 1047  
Ottawa ON K1P 5V8

[Steven.loft@canadacouncil.ca](mailto:Steven.loft@canadacouncil.ca)

1-800-263-5588 (toll-free) or 613-566-4414, ext. 5212

TTY: 1-866-585-5559

ABG7E 04-16

## PROGRAM GUIDELINES

<b>Program Description</b>	<p>The Canada Council for the Arts, in association with the J.W. McConnell Family Foundation, and The Circle on Philanthropy and Aboriginal Peoples in Canada are inviting First Nations, Inuit and Métis artists, collectives and arts organizations (including collaborations between Aboriginal and non-Aboriginal artists or organizations) to submit applications for projects that investigate and share knowledge on how the arts can contribute to the ongoing process of conciliation and reconciliation between Aboriginal and non-Aboriginal Peoples in Canada.</p> <p>We recognize the important role that art and culture can – and do – play in the ongoing search for a renewed relationship between the Indigenous Peoples of this land and non-Aboriginal Canadians.</p> <p>The work of the Truth and Reconciliation Commission (TRC), and the Royal Commission on Aboriginal Peoples before it, points to a new direction, the chance for a new relationship between Indigenous Peoples of this land and Canadian society. Aboriginal and non-Aboriginal communities alike all have a stake in addressing reconciliation and conciliation. By fostering critical and creative collaborations between artists and communities, this initiative seeks to provoke that discussion. The time for creative, cross-cultural and mutual dialogue is now.</p> <p><i>“Reconciliation must inspire Aboriginal and non-Aboriginal peoples to transform Canadian society so that our children and grandchildren can live together in dignity, peace, and prosperity on these lands we now share...”</i></p> <p>– Excerpt from the Truth and Reconciliation Commission of Canada Final report<sup>1</sup></p> <p><i>This is a pivotal time in history when the relationship between Indigenous Peoples of this land and the Canadian state has been called the defining issue of our times. One that the Truth and Reconciliation Commission has brought to the forefront most recently. It’s a time when it’s recognized that First Nations, Inuit and Métis arts hold tremendous potential to change the tide in relations between non-Aboriginal and Aboriginal Peoples for a common future...</i></p> <p>– Simon Brault, CEO, Canada Council for the Arts.</p> <p>The {Re}conciliation initiative looks to the experiences of First Nations, Inuit and Métis peoples to incorporate art in all forms as a process for dialogue, education, healing, understanding, and ultimately, change in Canadian society.</p> <p>In “thinking beyond the TRC”, how might artists, thinkers, survivors, activists, and members of the Aboriginal and general public continue the work of truth-telling, bearing witness, and reckoning that must take place in Canada? How might critical and creative collaborations contribute to the reconfiguration – or even replacement – of the notion of 'reconciliation' that has dominated the national discourse?</p>
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<sup>1</sup> [Executive](#) summary of the Final Report of the Truth and Reconciliation Commission of Canada.

<p><b>Program Objectives</b></p>	<p><b>Scope and objectives</b></p> <p>We recognize that cultural self-determination by the Indigenous Peoples of this land contributes to the ongoing multi-dimensional, multi-generational renewal of relationships between First Nations, Inuit, Métis Peoples and Canadian society. Together we can and must move forward to a new relationship that acknowledges the past, confronting difficult and disturbing histories while advancing towards a future of mutual respect and shared possibilities.</p> <p>By supporting individual or collaborative art projects, we seek to encourage innovative artwork and dissemination activities responding to the impacts of trauma experienced by Aboriginal Peoples while also exploring the challenges and the possibilities of creating new dialogues and discourses of conciliation and reconciliation.</p> <p>The objectives are to :</p> <ul style="list-style-type: none"> <li>• use the arts as a vehicle of understanding and relationship building between Aboriginal and non-Aboriginal communities</li> <li>• support the creation and dissemination of artworks in any and all art forms, disciplines or genres that articulate critical and creative responses of First Nations, Inuit and Métis communities to cumulative trauma</li> <li>• investigate the potential of conciliation and reconciliation using art to engage First Nations, Inuit, Métis and non-Aboriginal audiences</li> <li>• build audience development and community initiatives within the healing process that challenge, provoke, reflect and witness through an artistic lens</li> <li>• articulate the challenges and the possibilities of creating, through the arts, new dialogues and discourses about conciliation and reconciliation.</li> </ul>
<p><b>Eligible Applicants</b></p>	<p><b>Who can apply</b></p> <ul style="list-style-type: none"> <li>• First Nations, Inuit and Métis <b>Individuals</b> who are 18 years and older including: <ul style="list-style-type: none"> <li>○ professional artists</li> <li>○ cultural professionals (for example: curators, scholars, producers)</li> <li>○ cultural carriers (for example: Elders, knowledge keepers)</li> <li>○ cultural connectors (for example: traditional educators, language holders)</li> </ul> </li> <li>• <b>Collectives</b> composed of at least 50% of First Nations, Inuit, Métis members</li> <li>• <b>Organizations</b> whose artistic direction, creative/editorial control and financial accountability/ responsibility are fulfilled by First Nations, Inuit or Métis staff or board member(s): <ul style="list-style-type: none"> <li>○ non-profit organizations (registered or not registered)</li> <li>○ for-profit publishing houses and magazines</li> <li>○ other similar organizations</li> </ul> </li> </ul> <p>Self-governing Aboriginal communities, Friendship Centres and Aboriginal cultural/community organizations are eligible to apply.</p>

<p><b>Eligible Applicants (continued)</b></p>	<p><b>Applicants to the previous initiative are welcome to re-apply.</b> You can re-apply for the same project or apply for a new one. To learn more about the previous initiative please consult the following link: <a href="http://canadacouncil.ca/aboriginal-arts-office/reconciliation">http://canadacouncil.ca/aboriginal-arts-office/reconciliation</a></p> <p><b>Ineligible Organizations</b> include Crown corporations and federal, territorial, provincial, or municipal governmental organizations. Educational institutions may be a partner on a project application to this program, but cannot be the lead applicant.</p>
<p><b>Eligible Projects</b></p>	<p><b>Eligible projects</b> must:</p> <ul style="list-style-type: none"> <li>• comprise the creation of new, original artwork(s) in customary and/or contemporary artistic and cultural practices, in any combination of art forms, disciplines or genres</li> <li>• be led by First Nations, Inuit or Métis individuals, collectives or organizations (collaborations with non-Aboriginal artists or arts organizations are eligible and encouraged as long as the First Nations, Inuit, Métis participants remain the leads)</li> <li>• be in an Aboriginal language, or in English or in French, or a combination (for artworks involving language)</li> <li>• clearly identify and demonstrate a high level of engagement with Aboriginal and/or non-Aboriginal audiences by including public engagement activities and dissemination strategies for the artwork(s).</li> <li>• respond directly to issues of conciliation and reconciliation in Canada through artistic practice and community engagement</li> <li>• curatorial or collaborative projects must identify all participating artists to be eligible</li> </ul> <p><b>Ineligible projects</b> include:</p> <ul style="list-style-type: none"> <li>• capital or infrastructure projects</li> <li>• student works</li> <li>• artworks that have already been completed even if they have not yet been presented</li> <li>• projects that are currently funded through, or have been applied to, one of the Canada Council's granting programs.</li> </ul>
<p><b>Grant Amount</b></p>	<p>The maximum amount is <b>\$75,000.</b></p>

## Access Support

Individuals who are Deaf or have disabilities may apply for additional funds to cover expenses for services and supports which are required to carry out the proposed eligible activities. The Canada Council may contribute toward the access-related expenses, subject to available funds.

**Eligible expenses** for access support may include, but are not limited to, the following:

- sign language interpretation
- a personal attendant
- a guide
- rental of specialized equipment

The Canada Council will **not** contribute to the following expenses:

- Major capital expenses (e.g. purchase of wheelchair, vehicle, computer, renovations, etc.)
- Services and supports for which an individual is already receiving funding
- Services and supports that are not directly tied to the activities supported by the grant.

If you want to submit a request for Access Support, please fill in the access support form. Access Support requests are reviewed on a case-by-case basis and are not shared with the assessment committee. Please communicate with the contact person for this initiative if you have any questions about access support.

## Assessment of Applications

### Assessment process

Peer evaluation is fundamental to the Canada Council decision-making process. Eligible applications will be evaluated by a peer assessment committee composed of First Nations, Inuit, Métis professional artists and cultural workers who will refer to the criteria listed below to determine a ranking of the proposals. Committee members will also be selected with consideration to fair representation of gender, generations, Canada's two official languages and Aboriginal artistic, cultural and regional specificities/considerations. New committees are formed for each competition.

All assessment committee recommendations are final.

For further information on the subject, please see "Peer Assessment: How the Council Makes its Decisions" posted on the Canada Council website.

### Assessment criteria

- Artistic merit (as demonstrated by your support material)
- Suitability of the proposed project and artistic process
- Ability of the applicant(s) to carry out the project
- Relevance and potential impact of the proposed activities on furthering conciliation/reconciliation
- Feasibility of the project (as demonstrated by your detailed budget and timeline)
- Quality and appropriateness of public engagement and dissemination activity
- Appropriate use of indigenous traditional knowledge, intellectual property, protocols and customary traditions (such as ceremonies or other forms of communal knowledge) within the specific region in Canada in which the activities take place (if applicable)
- Level and suitability of community involvement (Aboriginal and/or non-Aboriginal), as demonstrated through letters of support

The Council retains complete discretion in deciding which projects meet the requirements for this initiative and what evidence will be considered adequate to indicate compliance with these requirements. In addition, the Council reserves the right in its sole discretion to:

- request, in writing or orally, clarification or additional information regarding the proposal
- withdraw the initiative at any time

### Priorities for funding

After the applications have been assessed as described above, the assessment committee will list the applications recommended for funding in priority order. Where there are applications of equal merit and there are limited funds, the committee will take into consideration the commitment of the Canada Council to equity and inclusion with regard to applications from diverse Aboriginal, cultural and regional communities, and from people with disabilities.

## IMPORTANT INFORMATION

### Processing the Application

#### Application preparation

You may submit your application by mail or electronically using GO! Grants Online.

Note that you must submit **all** your support material online if you apply using GO! Make sure, before you begin, that you have all the required documentation and support material in the appropriate electronic format (Part C2 of the form).

- You are responsible for providing all the information and support material requested.
- The Canada Council will make decisions about your eligibility based on the information you provide in your application.
- Submit only the material requested. Extra material will not be shown to the peer assessment committee.
- Carefully choose your support material as committee members have limited time in which to study each application.
- Do not submit originals. The Canada Council is not responsible for the loss or damage of support material submitted.
- It is important to inform the Canada Council of any changes to your contact information.

#### Format and layout

For paper submissions, the requested documents and application form must be submitted:

- printed on one side only
- on separate sheets of **white** paper (letter format, 8½ x 11 inches)
- with a **black** font size of 11 points or larger
- with paper clips (documents cannot be bound, placed under plastic or stapled).

Avoid unusual formatting as it can make documents hard to read.

#### Acknowledgement of receipt

The Canada Council for the Arts will send you a notice acknowledging that your application has been received. It does not confirm that your application is eligible.

#### Response time

Successful candidates will be selected in **September 2016** and they will be contacted in **October 2016**. The Canada Council does not release results by telephone or email.

If you have filled out the application form using GO! Grants Online, you will receive an electronic notice asking you to consult the status of your application to learn the results.

You may access the list of Past Recipients on the Canada Council's website.

<p><b>Personal Information</b></p>	<p>The Privacy Act gives individuals the right to access and request correction of personal information about themselves. The Canada Council will protect personal information as required by the Privacy Act. The information will be stored in a series of Canada Council data banks described in Info Source, a government publication that is available on the Internet. All other information may be accessible to others under the Access to Information Act.</p> <p>For this program, the Canada Council for the Arts requests that individual applicants indicate their year of birth on the application form. The personal information that is provided on this application form will not be used to assess applications and will not be passed on to the peer assessors.</p> <p>The Canada Council may share information related to this proposal with its respective partners on a confidential basis in order to assist with criteria and eligibility.</p>
<p><b>Grant Terms and Conditions</b></p>	<p>If you have applied to any Canada Council for the Arts Grants to individuals program, it will not impact on your eligibility to this initiative.</p> <p><b>If your application is successful</b>, the terms and conditions will be outlined in the grant notification letter. These are some of the conditions:</p> <p><b>Artworks must be completed by</b> October 1, 2017 (dissemination activities may continue after this date).</p> <p><b>Grant Payment</b></p> <p>The Canada Council will send you the grant money after it has received your grant acknowledgement form and after you have satisfied any conditions that are provided with your grant notification letter.</p> <p>Because grants and awards paid to individuals are taxable income, individuals may wish to receive the funds in the same year or years that they will have grant expenses. If your project or program of work will be carried out over two or more calendar years, you may request that your grant be paid in more than one instalment.</p> <p><b>Tax status</b></p> <p>Canada Council Grants are taxable. T4A slips will be issued, at the appropriate time, for grants and awards paid to individuals. If you have any tax related questions, please contact the Canada Revenue Agency or your provincial or territorial revenue department.</p> <p><b>Changes to the proposed projects</b></p> <p>You must notify the Canada Council immediately if you cannot use part or all of the grant during the period stated in your application or if you decide not to carry out the proposed activities.</p> <p>The program officer must approve any changes to your funded activities (for example, changes in the activity budget, to key creative personnel, or to the start or end date) <b>before you carry them out.</b></p>

**Grant Terms and Conditions (continued)**

**Ownership and presentation of the works**

The artwork must be independent. The artist, collective or organization retains ownership and rights. The artist, collective or organization has the right to present, at any time, the work at any presentation venue (such as a festival, gallery, theatre or performance space) and receive any fees or royalty payments that ensue.

The Canada Council for the Arts, the J.W. McConnell Family Foundation and the Circle on Philanthropy and Aboriginal Peoples in Canada will have the non-exclusive right to present the work of the successful proposal at venues/locations for limited durations without further remuneration to the artist, collective or organizations retaining ownership and rights. In addition, the Canada Council for the Arts, the J.W. McConnell Family Foundation and The Circle on Philanthropy and Aboriginal Peoples in Canada will have the right, in perpetuity, to disseminate the work at any Canada Council event or location, including the web and social media.

**Acknowledgements**

Successful candidates must acknowledge the support of the Canada Council for the Arts, the J.W. McConnell Family Foundation and The Circle of Philanthropy and Aboriginal Peoples in Canada in the credits, promotional material, or any other descriptive text associated with the project as well as be acknowledged in all print and video material, including social media and related technologies.

**Final Report**

You will need to submit a final report by **January 31<sup>st</sup> 2018**.



## {Re}conciliation

Articulations through artistic expression of conciliation and reconciliation in Canada

An initiative to create new artworks reflecting the conciliation and reconciliation experience in Canada

IDENTIFICATION OF APPLICANT	
<b>Full legal name of individual applicant</b> (artist, cultural professional, cultural carrier, cultural connector): <input type="checkbox"/> Miss <input type="checkbox"/> Ms. <input type="checkbox"/> Mrs. <input type="checkbox"/> Mr.	
_____ Year of birth: _____ Last name                                      First and middle names	
<b>OR</b> <b>Name of applicant (collective or organization):</b> _____	
<b>Contact person</b> submitting on behalf of the collective or organization: _____	
_____ Name of contact person	_____ Title
_____ Email	_____ Telephone
<b>Permanent address of the candidate:</b> _____ Street address and apartment or suite number _____ City _____ Province or territory                      Postal code _____ Telephone _____ Email _____ Website	<b>Mailing address of the candidate</b> (if different from permanent address): _____ Street address and apartment or suite number _____ City _____ Province or territory                      Postal code _____ Telephone _____ Email _____ Website

NAME OF APPLICANT: \_\_\_\_\_

**DECLARATION FOR INDIVIDUALS**

I permit the Canada Council for the Arts to include my name and address on its mailing list.  
(This information will be used for Canada Council business only, including surveys.)  Yes  No  
I prefer to communicate with the Canada Council for the Arts in  English  French

**To be eligible, you must sign below to confirm all of the following statements:**

- I am a Canadian citizen or have permanent resident status, as defined by Citizenship and Immigration Canada.
- I am a First Nations, Inuit or Metis individual who is 18 years and older.
- I have carefully read the eligibility criteria for this initiative, which are described in the application guidelines, and I meet these criteria.
- I understand that I am not eligible to apply to this initiative until all my overdue final reports for Canada Council grants have been submitted and approved.
- I accept the conditions of this initiative and agree to abide by the Canada Council's decision.
- I am aware that the Canada Council for the Arts is subject to the Access to Information Act and Privacy Act, as described in the application guidelines.

**I confirm that the statements in my application are complete and accurate, to the best of my knowledge.**

\_\_\_\_\_  
Signature (an original signature is required)

\_\_\_\_\_  
Date

NAME OF APPLICANT: \_\_\_\_\_

**DECLARATION FOR GROUPS, COLLECTIVES AND COMPANIES**

I prefer to communicate with the Canada Council in:  English  French

**To be eligible for consideration, you must sign below to confirm your agreement with all of the following statements:**

**As a representative of the group, collective or organization,**

- I have carefully read the eligibility criteria for this initiative, which are described in the application guidelines, and confirm that the group, collective or organization I represent meets the eligibility criteria.
- My collective is composed of at least 50% of First Nations, Inuit, Métis members.

**OR**

My Organization's artistic direction, creative/editorial control and financial accountability/responsibility are fulfilled by First Nations, Inuit or Métis staff or board member.

- I understand that the group, collective or organization that I represent is not eligible to apply to this initiative until all of its overdue final reports for Canada Council grants have been submitted and approved.
- I will act as sole representative of the group, collective or organization and I will keep the other participants informed of the contents and outcome of this grant application.
- I accept the conditions of the initiative and agree to abide by the Canada Council's decision.
- I am aware that the Canada Council is subject to the Access to Information Act and Privacy Act, as described in the application guidelines.

**I confirm that the statements in this application are complete and accurate, to the best of my knowledge.**

\_\_\_\_\_  
Name of contact person

\_\_\_\_\_  
Position

\_\_\_\_\_  
Signature (**an original signature is required**)

\_\_\_\_\_  
Date





## {RE} CONCILIATION

The information that you provide from this point onward will be submitted to the peer assessment committee.

- The Canada Council for the Arts requires only one copy of the application form.
- Do not bind your completed application form.
- If you are completing the form on a computer, use the following format.

### PART A1 – NAME AND LOCATION OF APPLICANT

Name of applicant (your **full** legal name):

Name of group, collective or organization **OR**

Last name (for individual applicant)

First and middle names

City (permanent residence)

Province or territory

### PART A2 – TITLE OF THE PROPOSAL

Please provide a title for the proposal (maximum of 15 words)

NAME OF APPLICANT: \_\_\_\_\_

**PART B – DETAILED DESCRIPTION OF THE PROJECT**

Provide a detailed description of the project. Clearly describe the project and the artistic concepts behind it. Place particular emphasis on the requirements as stated in the program guidelines. Include an estimated timeline for delivery of the project (maximum of **2500 words**).

**PART C1 – REQUIRED DOCUMENTS AND SUPPORT MATERIAL**

In addition to the completed application form you must provide the documents and support material indicated below.

Attach appropriate documentation to support the project you are proposing. Choose support material that responds to the assessment criteria for the initiative and that represents all artists involved.

**Please include the following:**

- **Biography or artistic résumé:** Provide a biography or artistic résumé with relevant professional experience for all main project participants (list of past projects in chronological order, etc.).
- **Public engagement activities/Dissemination strategy.**
- **Suitability of the applicant:** Describe why the applicant is best suited to deliver this project, including past experience and, if any, past collaborators (maximum of **2000 words**).
- **Budget:** Complete the Excel budget form provided. Successful candidates may receive a maximum of \$75,000 to cover eligible expenses. Your budget must demonstrate the feasibility of the project being completed on time and provide details of associated costs.  
Note: Costs that appear in any other current funding request or that have already been funded by the Canada Council for the Arts, the J.W. McConnell Family Foundation and the Circle of Philanthropy and Aboriginal Peoples are not eligible.
- **Visual support material:** Submit a combination of digital images (15 max) and/or audiovisual (3 max) of your previous work on a CD, DVD or USB key.
- **Links:** Provide a list of active links (if applicable) for any additional audiovisual support material.

NAME OF APPLICANT: \_\_\_\_\_

## **PART C2 – AUDIOVISUAL GUIDELINES**

Test your materials before submitting them to ensure their functionality. Applicants are responsible for ensuring that their materials reach the Canada Council intact and in suitable format.

The Canada Council will not return the support material submitted.

### **Audiovisual specifications**

**File names** must be in the following format: **initialsyeartitle.jpg** (applicant's initials, year of the work, title of the work). The image numbers must correspond to the ones in the Detailed Description of Audiovisual Support Material submitted. Do not use punctuation, spaces, more than 45 characters per file name or special characters in your file names.

**Images files** must be:

- JPEG (.jpg, .jpeg) format
- RGB colour mode
- no larger than 1.5 MB

**Audiovisual files** must be:

- viewable with VLC media player (for more information, consult [www.videolan.org/vlc/](http://www.videolan.org/vlc/))
- a maximum 60 FPS
- a maximum resolution of 1080P (or frame size of 1920 x 1080)
- no larger than 4 GB

**Media** must be:

- either DVD, CD or USB key (files must be organized in a single folder)
- NTSC-region 1 compliant (DVD video)

NAME OF APPLICANT: \_\_\_\_\_

**PART C3– DETAILED DESCRIPTION OF AUDIOVISUAL SUPPORT MATERIAL SUBMITTED**

Clearly label your support material and complete the following. List your items in the order that you want them to be presented.

**DIGITAL IMAGES**

No.	Title	Date	Medium	Dimensions
01				
02				
03				
04				
05				
06				
07				
08				
09				
10				
11				
12				
13				
14				
15				

**VIDEO/AUDIO (if applicable)**

No.	Title	Year	Running time	Format
01				
02				
03				

NAME OF APPLICANT: \_\_\_\_\_

**PART D – CHECKLIST**

Use this checklist to confirm that you have completed all relevant sections of the form and have included all required support material. Be sure to put your name on all items.

**You must include the following items in the order shown below.**

- Identification of applicant
- Declaration (**an original signature** is required)
- Access support, if this applies
- Part A1 – Name and location of applicant
- Part A2 – Summary of the proposal
- Part B – Detailed description of project (maximum of **2,500 words**)
- Part C1 – Documents and Support Material
  - Biography or artistic résumé
  - Public engagement activities/Dissemination strategy
  - Suitability of the applicant (maximum **2,000 words**)
  - Budget (Excel sheet)
  - Audiovisual support material
  - Links
- Part C3 – Detailed description of audiovisual support material

**Send your application to:**

**Aboriginal Arts Office**

Canada Council for the Arts  
150 Elgin Street, P.O. Box 1047  
Ottawa ON K1P 5V8

**Voluntary Self-Identification form (see the attached form)**

You are encouraged to fill out the attached Voluntary Self-identification form to help the Canada Council determine whether its programs and services are reaching a diverse and wide range of Canadian artists, as intended. The Canada Council also welcomes any individual connected with the submission of a grant application to complete the form. The information that you provide will not be used to assess the eligibility or the merit of your application.



## Voluntary Self-identification Form

The Canada Council for the Arts is a federal Crown corporation created by an Act of Parliament, and it has certain legal obligations under the Canadian Charter of Rights and Freedoms.

The federal Privacy Act protects the personal information that you provide on this form.

The Canada Council for the Arts' mandate is to support the study, enjoyment and production of works in the arts. Moreover, the Canada Council would like to strengthen its positive impact on all professional Canadian artists. The Canada Council can better achieve these objectives if it knows more about who applies to its programs and who receives its funding.

The Canada Council is committed to equity, diversity and inclusion when providing grants and services to professional artists and arts organizations. Its policies reflect Canada's rich and complex reality, and the Canada Council uses its unique national perspective to identify and address issues related to access. The issues can be—but are not limited to—regional, cultural, racial, generational, language-based, Aboriginal-based, disability-based and (or) gender-based.

For this reason, you are encouraged to complete this voluntary self-identification form to help the Canada Council determine whether its programs and services are reaching a diverse and wide range of Canadian artists, as intended. The Canada Council also welcomes any individual connected with the submission of a grant application to complete this form.

The form will be detached from program application forms. The information that you provide in this form will not be used to determine your eligibility.

### **How will the Canada Council use the information that you provide?**

Your voluntary self-identification information may be used to:

- generate statistics that will measure the impact of, and identify gaps in, funding
- ensure there is diversity in the membership of peer assessment committees, advisory committees and focus groups
- gather information to help the Canada Council with the design, review and evaluation of its programs
- plan outreach activities and targets
- report to the Canada Council Board and committees
- share information with other government departments, organizations and contractors with whom the Canada Council has a data sharing agreement, and
- Identify applications for priority funding after they have been assessed as having equal merit with other applications.

### **How will the Canada Council protect the information that you provide?**

By submitting your personal information, you are consenting to its collection, use and disclosure in accordance with the Privacy Act. The Canada Council will use or disclose the information to others only for the purposes stated. If the Canada Council wishes to use your information for other purposes, it must first receive your written consent to do so.

**Personal information collected on this form will be stored in the personal information bank for the appropriate program.**  
**PROTECTED WHEN COMPLETED**

NAME: \_\_\_\_\_

If you have any questions regarding the provision of this voluntary self-identification information, please contact an Information Officer, Arts Services Unit, at 1-800-263-5588 or 613-566-4414, ext. 5060, or by email at [info@canadacouncil.ca](mailto:info@canadacouncil.ca).

Please complete this revised form even if you have provided self-identification information in the past. The information is stored in a series of Canada Council for the Arts data banks described in *Info Source*.

To access, correct or revise your personal information, please provide a precise description of your personal information to the Access to Information and Privacy (ATIP) Coordinator:

**ATIP Coordinator**

Canada Council for the Arts  
150 Elgin Street, P.O. Box 1047  
Ottawa ON K1P 5V8

[atip-airprp@canadacouncil.ca](mailto:atip-airprp@canadacouncil.ca)

Telephone: 1-800-263-5588 or 613-566-4414, ext. 4696

TTY: 1-866-585-5559

Fax: 613-566-4390

It will take you approximately 10 minutes to complete this form.

**Name:**

\_\_\_\_\_

Last name

\_\_\_\_\_

First name

**Year of birth:** \_\_\_\_\_

**Place of residence:**

City, town, hamlet, reserve or other place: \_\_\_\_\_

Province or territory: \_\_\_\_\_ Postal code: \_\_\_\_\_

**Region:**

Where **in Canada** do you consider to be your home? (This may be different from your current place of residence.)

Home city, town, hamlet, reserve or other place: \_\_\_\_\_

Home province or territory: \_\_\_\_\_

**Gender:**

Female

Male

Transgender

Other, please specify: \_\_\_\_\_

Personal information collected on this form will be stored in the personal information bank for the appropriate program.

**PROTECTED WHEN COMPLETED**

NAME: \_\_\_\_\_

**Citizenship:**

Check a box if you identify as a:

- Canadian citizen
- Permanent resident (as defined by Citizenship and Immigration Canada)
- Other, please specify \_\_\_\_\_

**Newcomer or immigrant:**

Check the box below if you identify as a:

- Newcomer or immigrant to Canada

If you checked this box, please indicate the year you immigrated to Canada: \_\_\_\_\_

**Official Languages:**

What is your preferred official language?

- English
- French

**First Language:**

Check one or more of the boxes below indicating the language(s) you first learned and still understand:

- English
- French
- Inuktitut
- Other Aboriginal language (please specify): \_\_\_\_\_
- Sign language (please specify): \_\_\_\_\_
- Other languages (please specify): \_\_\_\_\_

**Official-language minority communities:**

These are groups of people that share a common language, English or French, distinct from the linguistic majority of the province or territory in which they live, as defined in Section 41 of the Official Languages Act.

Check one of the boxes below if you identify as a:

- Anglophone official-language minority
- Francophone official-language minority

**Aboriginal/First Peoples of Canada:**

Check one of the boxes below if you identify as:

- First Nations
- Métis
- Inuit

NAME: \_\_\_\_\_

**Ethno-Cultural Origin:**

Check only one of the boxes below if you identify as:

- Indigenous person from outside Canada (for example, Maori from New Zealand, Sami from Norway, Quechua from Peru) (please specify): \_\_\_\_\_
- Person of African, Asian, Middle Eastern, Latin American or mixed racial heritage—Mixed racial heritage means that your heritage includes at least one of the groups named here. (Note that the above corresponds to “**visible minority**,” as defined in the Employment Equity Act of Canada.) (Please specify): \_\_\_\_\_
- Other (please specify): \_\_\_\_\_

**Disability:**

Check the box below if you identify as a person with a disability.

- Please specify: \_\_\_\_\_

**AGREEMENT TO PROVIDE PERSONAL INFORMATION**

**Consent to share information:**

Please check one of the boxes below:

- I consent to the sharing of my information with other government departments, organizations and contractors that the Canada Council for the Arts has a data sharing agreement with.
- I do not consent to the sharing of my information with other government departments, organizations and contractors that the Canada Council for the Arts has a data sharing agreement with.

**I have signed on the signature line below to confirm that I agree to the following:**

- I have provided the personal information in this form with the understanding that it will be used only for the purposes stated in this form and that the Canada Council requires my written consent before it can use my personal information for any other purpose.
- The information I have provided is true and complete.

Name: \_\_\_\_\_

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

If you complete this form by hand, your original signature is required (not a photocopy). If you complete this form online, your email address will be accepted as your signature.

**CANADA COUNCIL USE ONLY—** Contact ID: \_\_\_\_\_