



Canada Council Conseil des arts
for the Arts du Canada

MUSIC SECTION

Aboriginal Peoples Music: Travel Grants

Follow these three steps to apply for this grant:	
Step 1	Read the Program Guidelines for details about the purpose of the program, who and what is eligible, grant amount, application assessment process and criteria, etc.
Step 2	Read the Important Information section. If you still have questions about the program or the application process contact the program officer indicated below. For first-time applicants, we recommend that you contact the program officer before applying.
Step 3	Complete all sections of the attached application form . Be sure to use the Checklist (Part E of the form) to confirm that you have completed all relevant sections of the form and have included all required support material.

The Canada Council for the Arts is committed to equity and inclusion, and welcomes applications from diverse Aboriginal, cultural and regional communities, and from people with disabilities.

Deadline

Any time before departure date until 31 January 2017

The program will no longer be available through GO! after 30 November. You must send in your application by mail. Activities normally funded through this program will be eligible in the New Funding Model, starting 1 April, 2017.

Applicants who wish to have the results before their departure should apply at least two months in advance. The Canada Council for the Arts will not accept applications postmarked after the departure date, incomplete applications, or those submitted by fax or email.

Further Information

Gerri Trimble

Program Officer

Music Section

Canada Council for the Arts

150 Elgin Street, P.O. Box 1047

Ottawa ON K1P 5V8

gerri.trimble@canadacouncil.ca

1-800-263-5588 (toll-free) or (613) 566-4414, ext. 4103

TTY: 1-866-585-5559

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PROGRAM GUIDELINES

<p>Mandate of the Music Section</p>	<p>The Music Section supports the ongoing development of outstanding, artistically driven Canadian music. Created, performed and disseminated by professional artists and arts organizations, it expresses the country’s cultural, aesthetic and intellectual diversity for the benefit of the Canadian and international public.</p>
<p>Program Objectives</p>	<p>Statement</p> <p>The music created and performed by Aboriginal musicians across Canada encompasses a wide variety of styles and genres. It is created in a variety of ways and environments. The audiences for this music and the settings in which it is presented are equally diverse.</p> <p>Objectives</p> <p>This program seeks to connect performers with audiences, as well as to contribute to the artistic and career development of professional Canadian Aboriginal musicians and music groups.</p> <p>This program is designed to:</p> <ul style="list-style-type: none"> • support travel by eligible individual and groups of musicians for performance opportunities of importance to their careers • facilitate public access to performances by Aboriginal musicians and music groups.
<p>Program Description</p>	<p>This program assists Aboriginal musicians and music groups in travelling to contracted engagements that are important to their artistic and career development, taking place within Canada or internationally. They must be presented in a professional manner, including an appropriate fee and visibility.</p>
<p>Eligibility of Applicant</p>	<p>Note that meeting the eligibility criteria does not guarantee that you will receive a grant.</p> <p>Eligible applicants</p> <p>The application must be submitted in the name of the travelling musician or group.</p> <p>To apply to the Canada Council for the Arts, individuals or members of a group must be Canadian citizens or have permanent resident status, as defined by Citizenship and Immigration Canada. You do not need to be living in Canada when you apply.</p> <p>Professional Canadian Aboriginal musicians</p> <p>The Canada Council defines Aboriginal people as First Nations, Métis and Inuit people. You must also meet the Canada Council’s definition of a professional artist, which is an artist who:</p> <ul style="list-style-type: none"> • has specialized training in their field (not necessarily in an academic institution) <p>This training will be consistent with the standards of his or her practice. Training may include post-secondary academic study, mentorship, private instruction, workshops, periods of self-directed study, community-acquired knowledge or any combination of the above.</p>

<p>Eligibility of Applicant (continued)</p>	<ul style="list-style-type: none"> • is recognized as a professional artist by his or her peers Other music artists working in the same tradition identify the applicant as an artist of superior achievement and/or potential. Peer acknowledgement may include a history of support or recognition at a local, regional or provincial/territorial level. • is committed to devoting more time to artistic activity, if possible financially The applicant pursues his own artistic vision, retains creative control and is committed to the creation and/or promotion of original work. The applicant exhibits his professional standards and is dedicated to the ongoing development of his artistic practice. • has a history of public presentation in a professional context. The artist receives compensation for the public presentation of his work, and actively seeks to maximize the audience for his work, regardless of its market appeal. <p>Music groups Music groups must be led by professional Aboriginal musicians and be made up of professional musicians. They must also have a professional performance history of at least two years. Eligible groups may include non-Canadian members but only the expenses related to the Canadian members of groups are eligible.</p> <p>Ineligible applicants Presenters may not apply directly to this program. They may support the requests submitted by artists appearing at their events or venues by providing contracts or signed letters of invitation, as well as information about their event or venue and their plans to promote the performance.</p>
<p>Eligibility of Project</p>	<p>Eligible activities The musician or music group must be travelling to a destination more than 800 kilometers outside their home region. They must be presented in a professional manner, including an appropriate fee and visibility, and where possible, receive other compensation or support such as accommodation, per diem and promotional support.</p> <p>Professional fees Professional fees should conform to the practice of your musical milieu or community. For this program, professional fees are typically in the form of guarantees. However, the Canada Council does make allowance for a percentage of the door and (or) box office split where this is in line with industry standards and can be expected to produce fair compensation for the performers.</p> <p>Contracts Signed contracts or performance offers must be submitted together with the application. If your application is not accompanied by the required signed contracts or performance offers, your submission will not be eligible and will not be presented to the assessment committee.</p>

<p>Eligibility of Project (continued)</p>	<p>Ineligible activities</p> <p>Grants cannot be used:</p> <ul style="list-style-type: none"> • for showcases or promotional activities (see the Audience and Market Development Travel Grants program) • for touring (see the Music: Touring Grants program) • for private study projects (see the Grants to Professional Musicians - Individuals program) • to give workshops or master classes, or to teach • to attend conferences, symposiums, galas or award ceremonies where the applicant is not a paid performer • for performances at fundraising events • to participate in recording sessions • to serve as members of juries or panels at national or international events. <p>You cannot receive support for the same activity costs from more than one Canada Council program.</p>
<p>Grant Amount</p>	<p>Amount available</p> <p>The maximum grant amount that you can request from this program is \$2,500 for individuals and \$7,500 for a music group. For travel from or to northern destinations, the individual grant amount is a maximum of \$3,000.</p> <p>If your application is successful, you may not be awarded the full amount that you requested.</p> <p>These grants cannot be used to fund travel that occurred before the date that the application is submitted.</p> <p>Eligible expenses</p> <ul style="list-style-type: none"> • Airplane, train or bus tickets <p style="padding-left: 20px;">Air travel expenses are based on the lowest available excursion fare from your place of residence to the place where you will carry out your performance.</p> <ul style="list-style-type: none"> • If driving, reasonable mileage rates for personal or rental vehicles (typically amounting to no more than the equivalent of return economy airfare or train fare.) • Taxi or shuttle bus fares to and from airports, train stations or bus stations • Half-fare costs for large instruments such as harp, cello and double bass transportation • Freight costs for equipment necessary for the performance • Accommodation and per diem, if they are not being provided by the presenter.

<p>Access Support</p>	<p>Applicants who are Deaf or have disabilities may apply for additional funds to cover expenses for specific 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.</p> <p>Eligible expenses</p> <p>Eligible expenses may include but are not limited to the following:</p> <ul style="list-style-type: none"> • sign language interpretation • a personal care attendant • a guide • rental of specialized equipment. <p>Ineligible expenses</p> <ul style="list-style-type: none"> • 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 which are not directly tied to the activities supported by the grant. <p>If you wish to apply for access support, fill out the Access Support form. Your request will be reviewed on a case-by-case basis by Council staff only. The information that you provide is confidential and will not be submitted to the assessment committee. Please contact the program officer if you have any questions about your request.</p>
<p>Assessment of Applications</p>	<p>Assessment process</p> <p>Eligible applications will be assessed internally by a committee composed of Music Section program officers.</p> <p>At the committee meetings, members examine all requests and listen to the recordings submitted with the applications.</p> <p>Funding decisions are based on the availability of funds and the overall merit of the project in comparison with other eligible applications in this national competition.</p> <p>For this program, the internal assessment committee’s recommendations are final.</p> <p>Assessment criteria</p> <p>The assessment committee will base its review of applications on the assessment criteria listed below:</p> <ul style="list-style-type: none"> • artistic quality and professionalism of the applicant, based on the description of travel activity and the audiovisual support material submitted; • the quality of the proposed engagement, including appropriate fees, presentation context, and other support provided by the presenter, based on the contract or letter of invitation; • the potential impact of the proposed activity on the applicant’s career. <p>Priorities for funding</p> <p>The assessment committee will give priority to applicants whose music is not likely to be supported by national music industry funding organizations.</p>

IMPORTANT INFORMATION

Processing the Application	<p>Application preparation</p> <p>You may submit your application by mail or electronically using GO! Grants Online.</p> <p>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. Refer to the application form for details.</p> <ul style="list-style-type: none">• 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. <p>Format and layout</p> <p>All the documents requested and the application form must be submitted:</p> <ul style="list-style-type: none">• 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. <p>Acknowledgement of receipt</p> <p>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.</p> <p>Response time</p> <p>You will be informed of the result of your application approximately eight to twelve weeks after it has been received. The Canada Council does not release results by telephone or email.</p> <p>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.</p> <p>You can access the list of Past Recipients on the Canada Council's website.</p>
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<p>Personal Information</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 <i>Info Source</i>, 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 individuals 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 the application and will not be passed on to the peer assessors.</p> <p>The Canada Council may share information related to applications and awards with officials in other arts and cultural industry funding agencies, on a confidential basis, to assist with program planning and evaluation.</p>
<p>Grant Terms and Conditions</p>	<p>Before you apply for a grant, please note all of the following conditions:</p> <ul style="list-style-type: none"> • All your overdue final reports for Canada Council grants must be submitted and approved before you are eligible to apply for another Canada Council grant. • You may receive only one grant from this program in any Canada Council fiscal year (1 April to 31 March). <p>If your application is successful, the terms and conditions will be outlined in the grant notification letter. These are some of the conditions:</p> <p>Grant payment</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>Tax status</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>Changes to proposed activities</p> <p>The program officer must approve any changes to your funded activities before you carry them out.</p> <p>Acknowledgement of Canada Council for the Arts support</p> <p>You must acknowledge the support of the Canada Council for the Arts in all promotional material associated with the grant. Details about the acknowledgement policy will be included with the grant notification letter.</p> <p>Final report</p> <p>You will be required to submit a final report on how you used the grant. This report must be submitted by the date identified in your grant notification letter.</p>



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The information you provide on the first three pages will not be submitted to the assessment committee.

IDENTIFICATION OF APPLICANT

Name of applicant (individual artist):

If applicable Miss Ms. Mrs. Mr. Year of birth: _____

Last name

First and middle names

OR

Name of applicant (group):

Name of music group

Permanent Address:

Street and apartment or suite number

City

Province/territory

Postal Code

Telephone

Email

Website

Mailing address (if different from permanent address of applicant):

Street and apartment or suite number

City

Province/territory

Postal Code

Telephone

CONTACT NAME (if this applies)

Name of contact person

Position

Email

Telephone

DECLARATION

I permit the Canada Council for the Arts to include my name, address and email 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 in: English French

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

As an individual applicant,

- I am a Canadian citizen or have permanent resident status, as defined by Citizenship and Immigration Canada.
- I have carefully read the eligibility criteria for this program, which are described in the application guidelines, and I meet these criteria.
- I understand that I may only receive a grant from this program once per fiscal year (1 April to 31 March).
- I understand that I am not eligible to apply to this program until all my overdue final reports for Canada Council grants have been submitted and approved.
- I accept the conditions of this program 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.

As a representative of a group,

- I have carefully read the eligibility criteria for this program, which are described in the application guidelines, and I confirm that the applicant I represent meets these criteria.
- I understand that the applicant I represent may only receive a grant from this program once per fiscal year (1 April to 31 March).
- I understand that the applicant I represent is not eligible to apply to this program until all their overdue final reports for Canada Council grants have been submitted and approved.
- I accept the conditions of the program and agree to abide by the Canada Council's decision.
- I will act as the only representative of the applicant, and I will keep the other participants informed of the contents and outcome of this grant application.
- 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 this application are complete and accurate, to the best of my knowledge.

Name of individual artist or representative of the
music group

Signature of individual artist or representative
of the music group
(an original signature is required)

Date

ACCESS SUPPORT (if this applies)	
<p>Applicants who are Deaf or have disabilities may apply for additional funds to cover expenses for specific services and supports which are required to carry out the proposed eligible activities. Please see the Access Support section in the program guidelines for details.</p> <p>Total amount requested: \$ _____</p> <p>As access support funds are separate from grant funds, do not include the total amount requested above within your budget for the proposed activities.</p>	
DESCRIPTION	Amount Requested
Describe in detail the required services and supports and provide the cost breakdown.	
For example: Workshop leaders will require sign language interpretation to communicate with me during the workshop. I will need to hire two interpreters for 3 hours at \$80 per hour each and their travel expenses from a nearby town (two bus tickets. Total $(3 \times 80 \times 2) + 150 = \630	\$630
<p>Total amount requested</p> <p>You must round your total amount requested to the nearest hundred dollars.</p>	



Canada Council Conseil des arts
for the Arts du Canada

Aboriginal Peoples Music: Travel Grants

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

- The Canada Council for the Arts requires only one copy of the application form. Type or print in black ink to make your submission easier to photocopy.
- Do not bind your completed application form (in other words, do not use spiral binding, mount it in plastic, staple it, etc.).
- If you are completing the form on a computer, use the following format.

PART A1 – NAME AND LOCATION OF APPLICANT	
Name of applicant (artist or music group): 	
City (main city of residence)	Province or territory
CONTACT NAME (if applicable)	
Name of contact person	
PART A2 – DESCRIPTION OF GRANT REQUEST AND FIELD OF SPECIALIZATION	
Describe the travel activity you wish to undertake (in a maximum of 15 words). 	
Event: _____	
Destination (please indicate both the city and country): _____	
Dates: _____	
Grant amount requested: \$ _____	
Describe your field of specialization or the specific art form or artistic tradition in which you work. 	

PART B – DESCRIPTION OF TRAVEL ACTIVITY

On separate sheets of paper, please describe (maximum of **2 pages**):

- the purpose of the travel
- the performance destination, i.e, the event, festival or concert in which you are appearing
- the expected impact of this engagement on your career or artistic development
- travel itinerary (dates, routing, stopovers, etc.)
- information on any other funding you have applied for or received
- a description of the works to be performed.

PART C – PERFORMERS AND BUDGET INFORMATION				
Performance location: _____				
Number of performers represented in this application: _____				
A) EXPENSES - FARE COSTS				
Name of performer (Add pages if necessary.)	Instrument	Place of residence (city and province)	Canadian citizen (or Permanent resident)	Estimated travel costs (fare)
			<input type="checkbox"/> Yes <input type="checkbox"/> No	\$
			<input type="checkbox"/> Yes <input type="checkbox"/> No	\$
			<input type="checkbox"/> Yes <input type="checkbox"/> No	\$
			<input type="checkbox"/> Yes <input type="checkbox"/> No	\$
			<input type="checkbox"/> Yes <input type="checkbox"/> No	\$
			<input type="checkbox"/> Yes <input type="checkbox"/> No	\$
			<input type="checkbox"/> Yes <input type="checkbox"/> No	\$
			<input type="checkbox"/> Yes <input type="checkbox"/> No	\$
			<input type="checkbox"/> Yes <input type="checkbox"/> No	\$
			<input type="checkbox"/> Yes <input type="checkbox"/> No	\$
			<input type="checkbox"/> Yes <input type="checkbox"/> No	\$
			<input type="checkbox"/> Yes <input type="checkbox"/> No	\$
			<input type="checkbox"/> Yes <input type="checkbox"/> No	\$
Total Fare Costs				\$
B) OTHER EXPENSES				
Taxi or shuttle bus fares				\$
Freight, shipping or half-fare costs for instruments				\$
Accommodation, if not provided by the presenter				\$
Per diem, if not provided by the presenter				\$
Total Other Expenses				\$
TOTAL EXPENSES (A+B)				\$
REVENUES				
Other grants or contributions				\$
Grant amount requested from the Canada Council for the Arts				\$
TOTAL REVENUES				

PART D1 – SUPPORT MATERIAL

You must provide the support material indicated below.

Written support material

- **Artist biographies or professional résumé** (maximum of **three pages**)

Submit an up-to-date résumé or biography describing your professional history including training, professional paid performance history for at least the past two years, discography, etc. **First time applicants to this program must provide a professional résumé (rather than a bio.)**

For groups, submit a **brief history for at least the past two years** (include date established, milestones, discographies, performance history and accomplishments).

- **Letter of invitation or contract**

A copy of the letter of invitation or contract from the presenter.

This letter or contract **must** include the date, venue and fee, as well as details of any other compensation or support being provided by the presenter (the presenter should also provide information about their event or venue and their plans to promote the performance.) It must also be signed by the presenter.

If your application is not accompanied by the required letter of invitation or signed contract, your submission **will not be eligible and will not be presented** to the assessment committee.

Audio or audiovisual support material

- The most relevant audio or audiovisual support material is the works to be performed.

The Canada Council prefers to receive the recordings as three tracks or files **on a single disc.**

Recordings may be submitted on a CD, CD-R, DVD, DVD-R, USB key or Blu-ray disc. **Internet links are not acceptable.**

The Canada Council for the Arts has access to rooms offering 5.1 Surround capabilities.

Test your material before you submit it to ensure that it is formatted correctly. It is your responsibility to ensure that all material functions properly.

Audio files must be:

- uncompressed in aif, .aiff, .wav format or
- lossless (.flac, .m4a, .mp4) or
- compressed (.mp3, .wma).

Videos must be:

- in .avi, .mov, .mpg, .mpeg or .wmv format.

Audiovisual support material will be returned to you.

PART D2 – DETAILED DESCRIPTION OF AUDIOVISUAL SUPPORT MATERIAL

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

Item 1

Title:

Composer:

Canadian: Yes No

Applicant's credit or role (performer, composer, etc.):

Completion or recording date:

Accompanying lyrics: Yes No

Brief description of how this piece of music relates to the proposed project:

Running time:

 CD DVD USB key Blu-ray disc **Track number:** ____ **Time indicator:** from ____ to ____

Please indicate file type if CD-R or DVD-R is DATA (examples are .wma, .mp3, .mov): _____

Item 2

Title:

Composer:

Canadian: Yes No

Applicant's credit or role (performer, composer, etc.):

Completion or recording date:

Accompanying lyrics: Yes No

Brief description of how this piece of music relates to the proposed project:

Running time:

 CD DVD USB key Blu-ray disc **Track number:** ____ **Time indicator:** from ____ to ____

Please indicate file type if CD-R or DVD-R is DATA (examples are .wma, .mp3, .mov): _____

Item 3

Title:

Composer:

Canadian: Yes No

Applicant's credit or role (performer, composer, etc.):

Completion or recording date:

Accompanying lyrics: Yes No

Brief description of how this piece of music relates to the proposed project:

Running time:

 CD DVD USB key Blu-ray disc **Track number:** ____ **Time indicator:** from ____ to ____

Please indicate file type if CD-R or DVD-R is DATA (examples are .wma, .mp3, .mov): _____

PART E – 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 – Description of grant request and field of specialization
- Part B – Description of travel activity (maximum of **two pages**)
- Part C – Performers and budget information
- Part D1– Support material
 - Artist biographies, professional résumé (maximum of **three pages**) or brief history of the group
 - A copy of a signed letter of invitation or contract from the presenter
 - A sample of the works to be performed, on a single disc
- Part D2 – Detailed description of audiovisual support material

Submit your application to:

Music Section

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 (please refer to the consent option on page 4), 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.

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

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: _____