# Canada Council for the Arts logo. Prix de Rome in Architecture – Emerging Practitioners

## Identification form

The information that you provide on the identification form will not be submitted to the assessment committee.

### Identification of applicant

Full legal name  Ms.  Mr.  Other

Alias (if applicable)

Complete address

Primary Telephone Secondary Telephone

Email Website

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

### Declaration

To be eligible, you must confirm your agreement with all of the following statements:

* I am a Canadian citizen or have permanent resident status, as defined by Immigration, Refugees and Citizenship Canada (for individuals).
* I have carefully read the eligibility criteria for this prize, which are described in the [application guidelines](https://canadacouncil.ca/funding/prizes/prix-de-rome-in-architecture-for-emerging-practitioners/guidelines-prix-de-rome-in-architecture-for-emerging-practitioners), and I meet these criteria.
* I understand that I am responsible for informing myself about and following any and all applicable ethical and legal responsibilities and/or appropriate protocols related to linguistic or cultural intellectual property.
* I understand that I cannot receive prize money until all overdue final reports for Canada Council grants and prizes have been submitted and approved.
* I accept the conditions of this prize and agree to accept the Canada Council’s decision.

I am aware that the Canada Council is subject to the [*Access to Information Act*](https://laws-lois.justice.gc.ca/eng/acts/A-1/index.html) and [*Privacy Act*](https://laws-lois.justice.gc.ca/eng/acts/P-21/FullText.html)*.*

**I confirm that:**

* I agree with the statements above.
* The statements in this application are complete and accurate, to the best of my knowledge.

Name Date

### Access Support (if applicable)

Applicants who are Deaf, have disabilities or are living with mental illness may apply for additional funds to cover expenses for specific services and supports which are required to carry out the proposed eligible activities. Access support funds are separate from prize funds. Do not include the total amount requested above within your budget for the proposed activities.

#### Total access support amount requested

This amount must match the sum of the amounts requested in the description and cost breakdownbelow.

**$**

If successful, you might not be awarded the full amount requested.

#### Description and cost breakdown

Describe in detail the required services and supports and provide the cost breakdown. The description should include as much detail as possible and describe why the supports and/or services are required to carry out your activities. For example:

|  |  |
| --- | --- |
| Description | Cost breakdown |
| Workshop leaders will require sign language interpretation to communicate with me during the workshop. I will need to hire 2 interpreters for 3 hours at $80 per hour each | 3x $80 x 2 = $480 |
| Travel expenses from Montreal – Ottawa (2 bus tickets at $75 each). | $75 x 2 = $150 |
| Total request | **$630 total** |

Personal information collected on this form will be stored in the Personal Information Bank for the appropriate program   
CC ART 202. Protected when completed.

## Required documents and support material

### Required documents

#### Curriculum vitae (CV) (maximum of 3 pages)

#### Letter of recommendation from the director of the school of architecture that issued your degree

#### Description of your proposed program of work (4 pages maximum)

Include the following:

* a description of your architectural design interests
* a list of buildings or sites you wish to visit
* brief information on the architectural firm outside of Canada where you would like to intern and the suitability of the internship for your program of work
* a description of how the project will generate opportunities for professional growth and advance the overall development of architecture in Canada
* a description of how your work, or the project, will contribute towards considerations of accessibility and other social factors, and a more sustainable environment
* information about the public presentation you will make at the end of your program of work if you are the prize winner
* a budget outlining how you would use the funds.

#### Letter of offer from the firm outside of Canada where you plan to intern

#### Instructions

* Text files must be in .pdf, .doc or .docx, .txt or .rtf format.
* Do not use punctuation, spaces, special characters, or more than 45 characters in your file names.

### Support material

The support material you submit will be retained with your application until deleted as per Canada Council’s Retention Policy.

Assessment committee members are instructed to view as much material as they need in order to make an informed decision; generally, this is up to 10 minutes.

You must submit your digital support material by email attachment (PDFs **are preferred**).

#### Required support material (PDF collages of images are accepted)

* digital images that illustrate your past architectural works (15 pages maximum)
* digital images that illustrate your proposed program of work (5 pages maximum)
  + Buildings or sites you intend to visit
  + Works by the firm where you will intern
  + Architectural works that relate to your research interests.

You may substitute a maximum of 5 images for a video in either category (3 minutes maximum)

#### Instructions

* Name your files in this format: **01initialsyeartitle** (image number, your initials, year of the work, title of the work)
* The image numbers must correspond to the ones in the tables provided.
* Do not use punctuation, spaces, special characters, or more than 45 characters in your file names.
* Test your material before you submit it to ensure that it is formatted correctly. It is your responsibility to ensure that all material reaches the Canada Council intact and in a readable format.

We do not accept compressed files such as .zip, .rar, .7zip, htm, or .html or executable files such as .exe, .com etc. or file sharing services such as Google Drive, WeTransfer and Dropbox.

Image files must be:

* JPEG (.jpg, .jpeg) or PDF format
* RGB colour mode

no larger than 1.5 MB

Audiovisual files must be:

* viewable with VLC media player (for more information, consult [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 1 GB

Links

* Only URLs uploaded to [SoundCloud](http://www.soundcloud.com/), [Vimeo](http://www.vimeo.com/) or [YouTube](http://www.youtube.com/) are accepted.
* Links must go directly to your support material and should not require further navigation or a file to be downloaded. URLs must be accessible throughout the assessment process.



# Prix de Rome in Architecture – Emerging Practitioners

## Application form

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

### Identification of applicant

Full name of applicant

Alias (if applicable)

City and province / territory

NOTE: To be eligible, you must have received a professional bachelor’s or master’s degree from a Canadian school of architecture that is certified by the Canadian Architectural Certification Board, in the 12 months before the application deadline.

Name of the school of architecture that issued your degree

Date of graduation: Month Year

Summary of proposed project (20 words maximum)

Proposed project timeline (must start after the deadline and end within one year of the start date)

Start date (dd/mm/yyyy): End date (dd/mm/yyyy):

#### Support material

Complete the following tables for the digital images and/or video you are submitting. Please limit yourself to one short sentence per image or video. For images of projects done in collaboration or within a professional firm, you must also clearly describe your role.

#### Description of digital images

| No. | Name of Architectural work | Description | Creator | Client or owner | Date |
| --- | --- | --- | --- | --- | --- |
| 01 |  |  |  |  |  |
| 02 |  |  |  |  |  |
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| 18 |  |  |  |  |  |
| 19 |  |  |  |  |  |
| 20 |  |  |  |  |  |

#### Description of video (if applicable)

| Name of architectural work | Creator | Year | Running time | Format |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |
| Description: | | | | |
| File name or Link (if applicable): | | | | |

## Checklist

Use this checklist to confirm that you have completed all relevant sections of the form and have included all required support material.

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

#### Identification form (confidential)

* Identification of applicant
* Declaration of applicant

#### Application form

* Identification of applicant
* Project summary
* Description of digital images
* Description of video (if applicable)

#### Required documents

* Curriculum vitae (3 pages maximum)
* Letter of recommendation from the director of the school of architecture that issued your degree
* Description of your proposed program of work (4 pages maximum)
* Letter of offer from the firm outside of Canada where you plan to intern

#### Support material

* Digital images of past work (15 /pages maximum)
* Digital images of proposed program of work (5 /pages maximum)

Video (if applicable, 3 minutes maximum)

Send your completed application form, required documents and support material **as 1 email** on or before the deadline by 11:59 pm (local time) to [architecture-prizes@canadacouncil.ca](mailto:architecture-prizes@canadacouncil.ca).

* Please include the name of the prize in the subject line.
* The maximum file size including attachments is 25 MB.

If you do not receive a confirmation email within 3 business days, please contact us to confirm receipt of your application.

Incomplete or late applications will not be assessed.