EXPLORE AND CREATE:

Artist-Driven Organizations

The **Artist-Driven Organizations** component of *Explore and Create* supports the development of artistic activities, from research, creation, and production through to dissemination, by Canadian arts organizations that are driven by the vision of artistic leaders. Grants fund the activities of organizations mandated to support the creative process of artists, stimulating the emergence of new artistic voices and offering a range of artistic experiences to the public.

**Grant type** –[**core**](http://canadacouncil.ca/glossary/core-grant)

**Deadline** – 24 October 2018 (4-year grants for your organization’s fiscal years beginning in 2019, 2020, 2021 and 2022)

**Translation deadline** – 7 November 2018 (with the exception of literature organizations and theatre organizations)

You must upload a translation of your application into French or English by the Translation deadline date, or request that the Canada Council arrange for the translation of your application (the Canada Council is not responsible for ensuring the quality of the translation). The Council will reimburse eligible translation expenses up to maximum amounts upon receipt of the “Translation Expenses Reimbursement Application Form” and the translator’s invoice. The Council does not reimburse translations done internally by the organization’s employees. See [**translation options for core applications**](http://canadacouncil.ca/funding/grants/guide/apply-to-programs/translation-options-for-core-applications) for more information and to access the form.

**Grant amount** –up to 60% of your total annual revenues, averaged over the last 3 years

**Notification of results** – April 2019

**Application limits** – your organization can hold 1 core grant at a time from any Canada Council program. You cannot hold both a core grant and a composite grant.

There are [**limits on the number of applications you can submit**](http://canadacouncil.ca/funding/grants/guide/apply-to-programs/annual-application-limits) to the Canada Council for the Arts per year (1 March – 28/29 February).

# I want to apply – what else do I need to know?

If you have not already done so, you must register in the [portal](https://apply.canadacouncil.ca/Default2.aspx) at least 30 days before you want to apply.

You will also need to register your organization with [**CADAC**](https://www.thecadac.ca/) (Canadian Arts Data/Données sur les arts au Canada) as early as possible to ensure that you have enough time to assemble and submit the required financial and statistical information. To submit a registration request to CADAC, you must first speak with a Program Officer to confirm your eligibility to apply for core (operating) support. The CADAC site will prompt you to provide both the name of the program you are applying to, as well as the name of the Program Officer you consulted.

# APPLICANTS - who can apply

Types of potential applicants to this component include:

* artistic organizations

Your eligibility to apply to this component is determined by the validated profile created in the portal.

To be eligible, your organization must create, produce, present or exhibit the work of artists and be driven by the vision and voice of an artistic leader or group of artists. Your organization must support the development and dissemination of works by Canadian artists and meet the following basic administrative, programming and financial criteria:

* presently receive core (operating) support from this component.

If your organization is presently receiving core support from another component, or has undergone a recent change in key artistic leadership, you must contact your Program Officer to confirm your eligibility **before you apply**. An Artist-Driven Organization that has undergone a change in key artistic leadership, and that is currently receiving core support from this component, may be treated as a new applicant with no commitment to maintaining the organization’s current level of funding.

**OR:**

* have received 1 composite grant or 2 Canada Council project grants in the last 5 years. This excludes grants from the following components and programs:  *Travel, Representation and Promotion, Translation, Small-Scale Activities, Digital Strategy Fund, Leadership for Change: Grants for Organizational Development, Flying Squad,* and *Visiting Foreign Artists*.
* be an incorporated not-for-profit arts organization
* work with a professional staff
* have at least 5 years of continuous professional artistic activities that are accessible to the public
* have had total revenues exceeding $75 000 in each of the last 3 years (some exceptions may be considered)

# ACTIVITIES - what you can apply for

You can apply for a contribution towards:

* artistic development
* creative research
* creation
* production
* dissemination

**You can’t apply for** activities that receive funding from another Canada Council program or those on the [**general list of ineligible activities**](http://canadacouncil.ca/funding/grants/guide/apply-to-programs/general-list-of-ineligible-activities).

# EXPENSES - what is eligible

* All expenses related to supporting the above activities

# ASSESSMENT - how decisions are made

Your application to the **Artist-Driven Organizations** component of *Explore and Create* will be assessed by a [**peer assessment committee**](http://canadacouncil.ca/glossary/peer-assessment-committee) representing a discipline or group of disciplines on the following weighted criteria. You must receive a minimum score **in each category** to receive a core grant for the first time, maintain your current level of funding or receive a funding increase.

**Artistic Merit** **50%** (minimum score of 35 out of 50 for an increase or first-time grant; minimum score of 27.5 to maintain your current level of funding)

* The clarity of your artistic vision and the alignment of your activities with this vision
* The quality of the artistic works or activities

**Impact 30%** (minimum score of 18 out of 30 for an increase or first-time grant; minimum score of 14.5 to maintain your current level of funding)

The potential of the activities to:

* contribute to the experience and development of the artists involved
* advance artistic practice
* engage your intended public with the work

**Resilience** **20%** (minimum score of 12 out of 20 for an increase or first-time grant; minimum score of 8 to maintain your current level of funding)

* Your organizational capacity and experience including staff structure, governance and planning
* The professional working conditions, including measures to create and maintain a safe working environment, for those involved in your organization’s activities
* Financial health, effective financial planning, including the efficient use of resources

# REQUIRED INFORMATION AND SUPPORT MATERIAL - what you need to apply

Once registered in the portal, you will need to provide information about your organization’s:

* artistic vision and the context for your plans in relation to your artistic or regional community
* past cycle of funding, including highlights, challenges and knowledge gained
* upcoming artistic activities and public outreach
* professional working conditions for artists
* key partnerships, if any
* operations, including administrative structure, planning and financial health
* aims and objectives for your next funding cycle
* CADAC data, including recent financial statements

You will also need to include:

* samples of your recent work and public artistic activities
* a translation of your application into French or English (must be submitted by the Translation deadline date)

# GRANT PAYMENT AND REPORTS

If your application is successful, the first step in receiving your grant payment is to complete the Grant Acknowledgement Form. Click [**here**](http://canadacouncil.ca/funding/grants/guide/if-you-receive-a-grant) for more information on the responsibilities of grant recipients.

Your organization will be required to submit reports, including the submission of CADAC data and financial statements. Detailed information will be provided in your result letter.

# CONTACT INFORMATION

You **must** speak with a [**Canada Council Program Officer**](mailto:exploreandcreate@canadacouncil.ca) before submitting an application to this component for the first time.

PREVIEW: Application Form

This is not an official application form. You must use the portal to apply.

Use simple text formatting if you prepare your application outside of the portal. Formatted text uses additional characters, and some formatting may be lost when copied over.

mandatory question = required

## GRANT DESCRIPTION

1. **Give your application a name.** (approximately 10 words)mandatory question

The name you provide is for your reference and will identify this grant application in your dashboard.

1. **Provide the name of the contact person responsible for this application.** (approximately 10

words)mandatory question

1. **Fiscal year end**mandatory question
2. [**French translation**](http://canadacouncil.ca/funding/grants/guide/apply-to-programs/translation-options-for-core-applications) **of the application**Description: mandatory question

🞆 you will provide your own translation by the deadline date stated in the guidelines

🞆 you request that the Canada Council has your application translated

🞆 you are a Literature organization or Theatre organization and are not required to have a translation of your application.

1. **What art form(s), style(s), genre(s) and/or expression(s) are most relevant to this application?** (approximately 25 words)mandatory question

Some examples include: hip hop, experimental music, theatre for young audiences, throat singing, documentary film, fine craft, new media, children’s illustrated book, circus aerial acrobatics, transdisciplinary arts, Deaf theatre.

This information helps the Canada Council collect examples of art forms and practices in Canada and will not be used for assessing your application.

1. **If your proposed activities touch upon Indigenous traditional knowledge, linguistic or cultural intellectual property, please describe your relationship to this content and how appropriate protocols are/will be observed or addressed.** (approximately 100 words)

## BASIS OF ASSESSMENT

1. Context(approximately 1000 words)mandatory question

Provide the context in which your organization pursues its activities. This can include information about the historical or cultural context for your artistic work, your region or community, your creative processes and other artistic information.

Describe your artistic vision and provide information about the artist(s) leading the organization.

1. Report on Past Cycle(approximately 1000 words) mandatory question

Provide a high-level summary of the last cycle of your funding. Identify important highlights, challenges and knowledge gained from your experiences.

If your organization identified specific objectives in your last application, include them and indicate your progress to date. Explain how these experiences inform your future plans.

To avoid repetition, look at the appendices document in the *Budget and Appendices* section of the application.

If you’re a first-time applicant, talk about the last 2 years of activities.

1. Upcoming Artistic Activities and Public Outreach(2-year applications – approximately 2000 words; 4-year applications – approximately 3000 words)mandatory question

Describe:

* your key artistic activities
* the rationale for your artistic choices or the inspiration for new creative works
* how your work will engage your intended public.

1. Potential Impact(approximately 500 words) mandatory question

Describe the potential impact of your artistic activities to:

* contribute to the experience and development of the artists involved
* advance artistic practice.

Consider the following questions, as applicable: What types of artistic risks will you be taking? Are you exploring a traditional artistic practice in a new way? Will you be using technology in an innovative way or experimenting with new models of dissemination?

1. Operations(approximately 1000 words)mandatory question

Describe:

* the administrative structure that supports your organization’s activities
* your organization’s governance model and planning processes
* the professional working conditions for those involved in your organization’s activities (for example: fees paid to artists, safe working conditions, professional development and other opportunities, policies to support respectful workplaces)
* key partnerships, if applicable.

1. Finances(approximately 500 words)mandatory question

Comment on your organization’s financial health, planning and priorities.

1. Aims and Objectives(approximately 500 words)mandatory question

Identify the 3 or 4 most important aims and/or objectives your organization hopes to achieve during the next funding cycle. They should be specific and achievable. Explain how they relate to your mission, artistic vision and the context in which your organization carries out its activities.

1. Additional Comments(approximately 500 words)

If there is anything that has not been asked that is essential to understanding your application, provide it here.

Do not use this space to provide additional information related to earlier questions.

## FINANCIAL AND STATISTICAL INFORMATION

1. **Annual grant amount requested**mandatory question

Up to 60% of total annual revenues, averaged over the last 3 years.

The amount you enter here is the **annual** grant amount requested.

This amount must match the requested amount in your CADAC Financial Form for Arts Organizations (line number 4415) for each related fiscal year.

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

1. **Provide your CADAC ID.**mandatory question

## REQUIRED DOCUMENTS

1. **Complete the Appendices document.**mandatory question

## SUPPORT MATERIAL

1. **You must submit at least 1 item of support material.**mandatory question

Support material should be current work/activities with a relationship or relevance to your grant application; it may include the work/activities of other key artists or partners. You may choose to include earlier work/ activities to provide a context for your application.

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.