



Canada Council **Conseil des arts**
for the Arts **du Canada**

Canada Council for the Arts Molson Prizes 2020

Follow these three steps to nominate a candidate for these prizes:	
Step 1	Read the Nomination Guidelines for details about the purpose of the prizes, who may nominate or be nominated and other eligibility criteria, prize amount, assessment process and criteria, etc.
Step 2	Read the Important Information section. If you still have questions about the prizes or the nomination process, contact the program officer indicated below.
Step 3	Complete all sections of the attached nomination 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 is committed to equity and inclusion, and encourages applications and nominations from culturally diverse, Deaf, disability and official language minority artists, groups and organizations. The Canada Council recognizes and affirms the Aboriginal and treaty rights of the Indigenous peoples of this land and encourages applications and nominations from First Nations, Inuit and Métis individuals, groups, and organizations in all its programs. Measures are in place in all programs to support these commitments.

Nomination Deadline

1 November 2019

Your completed nomination form and all required support documentation (including letters of support) must be postmarked on or before the deadline date.

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

The Canada Council will not accept nominations postmarked after the deadline date, incomplete nominations, or those submitted by fax or email.

Further Information

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1-800-263-5588 (toll-free) or 613-566-4414, ext. 4086

TTY: 1-866-585-5559 / PRG7625E 09-19



Social Sciences and Humanities
Research Council of Canada

Conseil de recherches en
sciences humaines du Canada



NOMINATION GUIDELINES

<p>Description of the Prizes</p>	<p>Two Canada Council for the Arts Molson Prizes, in the amount of \$50,000 each, are awarded annually to distinguished individuals (one in the arts and one in the social sciences and humanities). The prizes are intended to encourage continuing contributions to the cultural and intellectual heritage of Canada.</p> <p>The prizes are funded by an endowment from the Molson Foundation, and they are administered by the Canada Council in cooperation with the Social Sciences and Humanities Research Council of Canada (SSHRC). The winners are chosen by a peer assessment committee, which is appointed jointly by the Canada Council and the SSHRC.</p>
<p>Eligibility</p>	<p>Eligible nominators</p> <p>Candidates must be nominated by one nominator; either an individual or an organization. Anyone or any organization with an interest in, and capacity for, nominating appropriate individuals is eligible to do so.</p> <p>Eligible candidates</p> <p>These prizes are for individuals. Candidates must be Canadian citizens or permanent residents of Canada, as defined by Immigration, Refugees and Citizenship Canada. They do not need to be residing in Canada.</p> <p>To be nominated, candidates must have made a substantial and distinguished contribution over a significant period. In the words of the deed of the gift, the prizes are intended “to encourage Canadians of outstanding achievement in the fields of the arts, the humanities or the social sciences to make further contribution to the cultural or intellectual heritage of Canada...”. These terms of reference are interpreted as follows:</p> <ul style="list-style-type: none"> • candidates must have clearly demonstrated “outstanding achievement” in order to be eligible • “further contribution” entails that the candidates should still be active and productive. <p>In other words, the prize is not intended as an “end of service” reward or as recognition for one great accomplishment. Past assessment committees have been quite consistent in choosing winners who are close to the top of an outstanding career.</p> <p>An individual may receive this award only once in a lifetime.</p> <p>Restrictions</p> <ul style="list-style-type: none"> • Only one nomination in one category per nominee per competition is allowed. <p>Ineligible candidates</p> <ul style="list-style-type: none"> • Corporations and other organizations are not eligible for consideration. • Molson Prizes cannot be awarded posthumously. • Members of the board of the Canada Council or the SSHRC are not eligible during their term as board members, and for six months following the end of their term.

<p>Nomination Assistance</p>	<p>Application Assistance <i>contributes</i> to costs for services to help with a prize application or nomination for individuals who self-identify as:</p> <ul style="list-style-type: none"> • an artist who is Deaf, hard of hearing, has a disability or is living with a mental illness • First Nations, Inuit or Métis artist facing language, geographic and/or cultural barriers. <p>To submit a request, contact the officer responsible for the prize 4 weeks prior to the deadline. More information is available on our website: https://canadacouncil.ca/commitments/equity/application-assistance</p>
<p>Nomination Process</p>	<p>Candidates do not apply for the prize, but must be nominated by an eligible nominator.</p> <p>Nominators are responsible for gathering the relevant documentation, including support letters, and sending it to the Canada Council. They must ensure that the documents meet the requirements set out in these guidelines and the attached form. All nominations, whether for individuals in the arts or the social sciences and humanities, must be sent to the Canada Council.</p> <p>Resubmissions</p> <p>A nominator may resubmit a nomination for a specific nominee as many times as desired.</p> <p>However, a nominator may only use the same nomination package for two consecutive deadlines. To do this, the nominator must send a letter to the Canada Council requesting that the nomination package be resubmitted, and include an updated curriculum vitae for the nominee, on or before the competition deadline date.</p> <p>A new nomination package is required for a third consecutive nomination, or if more than one year has elapsed since the last nomination.</p>
<p>Selection Process</p>	<p>Peer evaluation is fundamental to the Canada Council’s decision-making process. A multidisciplinary peer assessment committee will choose the two winners. Committee members are among the most accomplished individuals in their respective fields and, ideally, have interests that extend beyond the confines of a single field of practice or study.</p> <p>Members of the committee are chosen with consideration to fair representation of specializations, gender, generations, Canada’s two official languages, Indigenous peoples, the cultural and regional diversity of Canada, and various types of artistic and scholarly disciplines. New committees are formed for each competition.</p> <p>The peer assessment committee may decide not to award one or both of the prizes in a given year.</p> <p>All peer assessment committee recommendations are final.</p>

IMPORTANT INFORMATION

Processing the Nomination	<p>Nomination preparation</p> <ul style="list-style-type: none">• The nominator is responsible for providing all the information and support material requested.• The Canada Council will make eligibility decisions based on the information provided in the nomination.• The original copy of the nomination form is required. Submit only the material requested. Extra material will not be shown to the peer assessment committee.• Carefully choose the material you submit in support of your nomination as committee members have limited time in which to assess each nomination.• It is important to inform the Canada Council of any changes to your contact details. If you have an account in the Canada Council's portal, please update changes directly through your account. <p>See the nomination form for instructions on how to submit your nomination, required documents, and support material. The declaration page of the nominator and nominee must be submitted on paper with an original signature in ink.</p> <p>Response time</p> <p>The winners of the prizes will be notified, in writing, within approximately six months of the nomination deadline date. The Canada Council will also notify all nominators, in writing, of the result of their nomination. Results are not released over the telephone or by email. Except for the notification of the prize winners, the Canada Council does not contact nominees.</p> <p>Winners and their nominators may not reveal the results of the competition until the Canada Council makes its official announcement.</p> <p>Previous winners</p> <p>Please consult our website at canadacouncil.ca for the cumulative list of past winners.</p>
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<p>Personal Information</p>	<p>Personal information collected in this application shall be used for business purposes or for a purpose related directly to the program, service or activity of the Canada Council.</p> <p>The Canada Council may share personal information from applications and awards with officials in other arts and cultural industry funding agencies and government institutions on a confidential basis. Shared information is limited to your name, contact information, field of practice and project description, and is provided to assist with research, reporting, program planning and evaluation, to present networking or economic opportunities, or to respond to federal reviews. For more information of how your personal information is protected, see our Privacy Notice on the Canada Council website at canadacouncil.ca/about/public-accountability/privacy-notice.</p> <p>For the purpose of this prize, the Canada Council will share your nomination with the Social Sciences and Humanities Research Council (SSHRC) for assessment purposes. SSHRC is subject to the <i>Privacy Act</i>.</p>
<p>Prize Terms and Conditions</p>	<p>If your nomination is successful, the terms and conditions will be outlined in the notification letter. These are some of the conditions.</p> <p>Winners cannot receive the award money until all overdue final reports for Canada Council grants and prizes have been submitted and approved.</p> <p>Once the prize winners have been contacted, they must confirm acceptance of the prize and agree to keep the results of the competition confidential until the Canada Council makes its official announcement.</p> <p>The prize winners must agree to allow their photographs and public information to be used for promotion of the prize and in other Canada Council promotional initiatives. They must also agree to participate fully in all prize activities, including media conferences, ceremonies, receptions, and other related events.</p>



Canada Council for the Arts Molson Prizes 2020

- Instructions regarding application form requirements: one copy, do not bind, and computer format.

The personal information that you provide in this nomination form will not be submitted to the peer assessment committee.

PART A1 – IDENTIFICATION (to be completed by the nominator)

Identification of nominator: Ms. Mr. Other

Name

Department or school (if applicable)

Institution (if applicable)

Mailing address for nominator:

Street address and apartment or suite number

City

Province or territory

Postal code

Telephone (residence)

Telephone (business)

Website

Email

Identification of nominee: Ms. Mr. Other

Name

Department or school (if applicable)

Institution (if applicable)

Mailing address for nominee:

Street address and apartment or suite number

City

Province or territory

Postal code

Telephone (residence)

Telephone (business)

Website

Email

PART A2 – CATEGORY OF NOMINATION

Check one box only: arts humanities and social sciences

The Canada Council reserves the right to place the nomination in the appropriate category to ensure that nominees with similar backgrounds are assessed in the same category.

PART A3 – DECLARATION OF NOMINATOR

I permit the Canada Council 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

As a nominator for the Molson Prizes 2020:

- I have carefully read the criteria for the prizes, which are described in the nomination guidelines, and confirm that the nominee meets the criteria.
- I accept the conditions of these prizes 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*.
- I understand that a copy of my nomination will be sent to SSHRC as part of the regular assessment process for this prize.

I confirm that the information contained in this nomination form is complete and accurate, to the best of my knowledge.

Signature of nominator (an original signature in ink is required)

Date

PART B – EXPERTS PROVIDING LETTERS OF SUPPORT

A maximum of three letters, in English or French, may be submitted to support this nomination.

Nominators are responsible for ensuring that the letters are included with the nomination package.

1)

Name

Department or school (if applicable)

Institution (if applicable)

Address

Telephone

Email

2)

Name

Department or school (if applicable)

Institution (if applicable)

Address

Telephone

Email

3)

Name

Department or school (if applicable)

Institution (if applicable)

Address

Telephone

Email

PART C - DECLARATION OF ACCEPTANCE OF NOMINATION (to be completed by the nominee)

I permit the Canada Council 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

You must sign below to confirm your agreement with all of the following statements:

As a nominee for the Molson Prizes 2020,

- I am a Canadian citizen or have permanent resident status, as defined by Immigration, Refugee and Citizenship Canada.
- I understand and accept the conditions of the competition and prize, as detailed in the nomination guidelines 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 the *Privacy Act* as described in the nomination guidelines.

If I receive the prize,

- I agree that all documentation submitted becomes the property of the Canada Council for use in publicity or promotion for the prize.
- I agree to the use of my photograph and public information on my professional practice or relevant activities for promotion of these prizes and in other Canada Council promotional initiatives.
- I agree to participate fully in all prize activities, including interviews, ceremonies, receptions and other related events.
- I agree to keep the results confidential until the date of the public announcement.

Signature of nominee (**an original signature in ink is required**)

Date

PART D – REQUIRED DOCUMENTS

In addition to the completed nomination form, you must provide the required documents indicated below. The required documents will not be returned to you.

- A completed nomination form.

The following documentation will be submitted to the peer assessment committee:

- One letter of nomination with an original signature
- A brief description (a maximum of two pages) of the nature of the nominee's distinguished contributions to his or her field, including why he or she should be considered an outstanding candidate for the prize (this may be part of the nominator's letter)
- A one-page biography of the nominee, summarizing his or her education, distinguished achievements, current professional activities, and honours or awards received
- The nominee's current curriculum vitae, including a list of publications and/or professional activities, as appropriate to this nominee
- Support letters (in English or French) from a maximum of three experts, in Canada or abroad (as listed in Part B). If any of the letters are translated from another language, the originals must also be submitted. Ideally, you (the nominator) will share the contents of your own submission with those providing letters of support and request that they avoid repetition.
- A maximum of six high-quality copies of written support items from sources other than the nominee (for example, newspaper or magazine articles). Each item may be up to four pages in length, in English or French, and must be submitted on 8 ½ x 11 inch paper. If any item is translated from another language, the original text should also be submitted.

Instructions for submitting written support material

- Written material may be submitted on a USB key, CD, DVD or in paper format.
- Text files submitted on a USB key, CD, DVD must be in .pdf, .doc, .docx, .txt, .rtf format.
- Do not use punctuation, spaces, special characters, or more than 45 characters in your file names.
- Avoid unusual formatting as it can make documents hard to read.

All paper documents must be:

- 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).

PART E – CHECKLIST

Use this checklist to confirm that you have completed all relevant sections of the form and have included all required documents. Be sure to put the nominee's name on all items.

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

- Part A1 – Identification
- Part A2 – Category of nomination
- Part A3 – Declaration of nominator (an **original signature** is required)
- Part B – Experts providing letters of support
- Part C – Declaration of acceptance of nomination (an **original signature** is required)
- Part D – Required documents
 - Signed letter of nomination
 - Description of the nominee's distinguished contributions to his or her field (maximum of **two pages**)
 - Biography of the nominee (maximum of **one page**)
 - Nominee's curriculum vitae
 - Letters of support (maximum of **three**)
 - High-quality copies of written support items (maximum of **six**, up to **four pages** each)

Send your nomination package to:

By mail:

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

By courier:

Prizes
Canada Council for the Arts
150 Elgin St, 2nd Floor
Ottawa ON K2P 1L4