



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

### Canada Council for the Arts Molson Prizes 2019

Follow these <b>three steps</b> to nominate a candidate for these prizes:	
<b>Step 1</b>	Read the <b>Nomination Guidelines</b> 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.
<b>Step 2</b>	Read the <b>Important Information</b> section. If you still have questions about the prizes or the nomination process, contact the program officer indicated below.
<b>Step 3</b>	Complete all sections of the attached <b>nomination form</b> . Be sure to use the <b>Checklist</b> (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 2018**

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

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

### Further Information

#### Luiza Pereira

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Canada Council for the Arts  
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1-800-263-5588 (toll-free) or 613-566-4414, ext. 4086

TTY: 1-866-585-5559 / PRG7625E 08-18



Social Sciences and Humanities  
Research Council of Canada

Conseil de recherches en  
sciences humaines du Canada



## NOMINATION GUIDELINES

<p><b>Description of the Prizes</b></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 for the Arts 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><b>Eligibility</b></p>	<p><b>Eligible nominators</b></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><b>Eligible candidates</b></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"> <li>• candidates must have clearly demonstrated “outstanding achievement” in order to be eligible</li> <li>• “further contribution” entails that the candidates should still be active and productive.</li> </ul> <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><b>Restrictions</b></p> <ul style="list-style-type: none"> <li>• Only one nomination in one category per nominee per competition is allowed.</li> <li>• No individual may be awarded the prize more than once.</li> </ul> <p><b>Ineligible candidates</b></p> <ul style="list-style-type: none"> <li>• Corporations and other organizations are not eligible for consideration.</li> <li>• Molson Prizes cannot be awarded posthumously.</li> <li>• Members of the board of the Canada Council for the Arts or the Social Sciences and Humanities Research Council of Canada are not eligible during their term as board members, and for six months following the end of their term.</li> </ul>

<p><b>Application Assistance</b></p>	<p>Funds are available to pay for services to individuals who experience disability related barriers within the application/nomination or final reporting processes of Canada Council programs. Individuals who are Deaf, have disabilities or who are living with mental illness, may apply for funding to contribute to costs for services to assist them specifically in completing a prize application, a prize nomination or in submitting a final report.</p> <p>Please submit your request at least four weeks prior to a deadline. Contact the officer responsible for this prize by phone or e-mail. For more information, please consult our website: <a href="http://canadacouncil.ca/commitments/equity/application-assistance">canadacouncil.ca/commitments/equity/application-assistance</a>.</p>
<p><b>Nomination Process</b></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 for the Arts.</p> <p><b>Resubmissions</b></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><b>Selection Process</b></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 discipline.</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> <p>For further information on this subject, please see the Canada Council’s website at <a href="http://canadacouncil.ca">canadacouncil.ca</a>.</p>

## IMPORTANT INFORMATION

<b>Processing the Nomination</b>	<p><b>Nomination preparation</b></p> <ul style="list-style-type: none"><li>• The nominator is responsible for providing all the information and support material requested.</li><li>• The Canada Council will make eligibility decisions based on the information provided in the nomination.</li><li>• 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.</li><li>• Carefully choose the material you submit in support of your nomination as committee members have limited time in which to assess each nomination.</li><li>• It is important to inform the Canada Council of any changes to your contact details.</li></ul> <p><b>Format and layout</b></p> <p>All the documents requested and the application form must be submitted:</p> <ul style="list-style-type: none"><li>• printed on one side only</li><li>• on separate sheets of <b>white</b> paper (letter format, 8½ x 11 inches)</li><li>• with a <b>black</b> font size of 11 points or larger</li><li>• with paper clips (documents cannot be bound, placed under plastic or stapled).</li></ul> <p>Avoid unusual formatting as it can make documents difficult to read.</p> <p><b>Response time</b></p> <p>The winners of the prizes will be notified, in writing, within approximately <b>six months</b> of the nomination deadline date. The Canada Council for the Arts 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><b>Previous winners</b></p> <p>Please consult our website at <a href="http://canadacouncil.ca">canadacouncil.ca</a> for the cumulative list of past winners.</p>
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<p><b>Personal Information</b></p>	<p>The <i>Privacy Act</i> gives individuals the right to access and request correction of personal information about themselves. The Canada Council for the Arts will protect personal information as required by the <i>Privacy Act</i>. 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 <i>Access to Information Act</i>.</p> <p>The Canada Council may share information related to applications and prizes with officials in other arts and cultural industry funding agencies, on a confidential basis, to assist with program planning and evaluation.</p> <p>For the purpose of this prize, the Canada Council for the Arts 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><b>Prize Terms and Conditions</b></p>	<p><b>If your nomination is successful</b>, 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 for the Arts 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 and receptions.</p>



## Canada Council for the Arts Molson Prizes 2019

- 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.

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:**  Dr.  Prof.  Ms.  Mr.

\_\_\_\_\_  
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:**  Dr.  Prof.  Ms.  Mr.

\_\_\_\_\_  
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 for the Arts 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 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

**As a nominator for the Molson Prizes 2019:**

- 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 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 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

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

**As a nominee for the Molson Prizes 2019,**

- 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 the Arts 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 is required**)

\_\_\_\_\_  
 Date



**PART D – SUPPORT DOCUMENTATION**

In addition to the completed nomination form, you must provide the support documentation indicated below. The support documentation 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 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.

**PART E – CHECKLIST**

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