



Canada Council for the Arts
Conseil des arts du Canada

Jean A. Chalmers Fund for the Crafts

Follow these three steps to apply for this fund:	
Step 1	Read the Guidelines for details about the purpose of the fund, who and what is eligible, amount, application assessment process and criteria, etc.
Step 2	Read the Important Information section. If you still have questions about the fund or the application process, contact the program officer indicated below.
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 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.

Deadline

1 March 2019

Your completed application form and all required support material must be postmarked on or before the deadline date.

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

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

Further Information

Jennifer Cherniack

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

jennifer.cherniack@canadacouncil.ca

1-800-263-5588 (toll-free) or 613-566-4414, ext. 5265

TTY: 1-866-585-5559

PRG7575E 01-19



PROGRAM GUIDELINES

<p>Description of the Fund</p>	<p>Each year, an amount is available to the Canada Council for the Arts to support special initiatives in the Canadian crafts community. Awarded through the Jean A. Chalmers Fund for the Crafts, this sum represents the income from an endowment of \$500,000 made to the Canada Council by the late Mrs. Chalmers in 1985.</p> <p>The Chalmers Fund enables the Canada Council to assist non-profit, Canadian visual arts organizations and fine crafts professionals to undertake projects that contribute to the advancement and understanding of the fine crafts in Canada. The fund provides partial funding for one-time projects through three program components:</p> <ul style="list-style-type: none"> • Research and Policy Development Assistance (this component is open to organizations and individuals) • Special Project Assistance (open to organizations) • Pre-publication Assistance (open to organizations). <p>Candidates may apply to only ONE of the above components per deadline.</p>
<p>Applicant Eligibility</p>	<p>Eligible organizations</p> <p>Incorporated, non-profit Canadian visual arts and fine craft organizations, art museums, public art galleries, exhibition centres, artist-run centres, university art departments, art colleges, fine crafts colleges, service organizations and professional associations with a commitment to the professional fine crafts communities in Canada are eligible to apply.</p> <p>Eligible arts professionals</p> <p>Individual fine crafts professionals (for example, artists, curators, critics and writers) may apply to the Research and Policy Development Assistance component only. They must be Canadian citizens or permanent residents, as defined by Immigration, Refugees and Citizenship Canada. Applicants do not need to be living in Canada when they apply.</p> <p>To meet the definition of a professional contemporary fine craft artist or independent curator, or independent critic, you must:</p> <ul style="list-style-type: none"> • have specialized training in the artistic field (not necessarily in academic institutions) • be recognized as a professional by your peers (artists working in the same artistic tradition). • have produced an independent body of work over at least 2 years following completion of training; curators and critics must maintain a professional visual arts practice over at least 2 years following completion of training and work independently from an arts organization. • have had at least 1 public presentation of your work in a professional context for which you were paid an artist's fee; curators must have curated at least 1 public presentation of contemporary arts in a professional visual arts context after basic training; critics must have published in a professional visual arts context at least 1 critical essay on contemporary art after basic training. <p>A professional context is one that is recognized by a professional curator, gallery owner, art dealer, collective of professional artists or jury of professionals in the field. Meeting the eligibility criteria does not guarantee that you will be funded.</p>

<p>Project Eligibility</p>	<p>Research and Policy Development Assistance</p> <p>Funding from this component contribute to the direct costs of investigating or documenting historical or contemporary developments in the fine crafts, as well as issues that arise from the practice of the art form. Institutions may also apply for funds to engage the services of short-term development consultants and curators, to develop acquisition policies and exhibition programs for contemporary fine crafts.</p> <p>Special Project Assistance</p> <p>Special Project Assistance funds contribute to the direct costs of conferences, seminars, symposiums, lecture series and artists’ workshops designed to advance knowledge about and understanding of crafts in Canada.</p> <p>Pre-publication Assistance</p> <p>These funds contribute to the pre-printing costs of publications on the fine crafts. Project examples include anthologies, monographs or the results of research, which should be intended for national or international distribution. Assistance is also available for special issues of Canadian craft periodicals. Organizations may apply for support in collaboration with a publisher or independently. Proposals for the use of film, video, audio, or the Internet to address contemporary issues in the fine crafts may also be submitted.</p> <p>NOTE: All applications must indicate the payment of fees to professionals contributing to the project. These fees must be accounted for in the final report and financial accounting, which all successful applicants are required to submit.</p> <p>Ineligible projects</p> <ul style="list-style-type: none"> • Projects in the field of commercial, industrial and fashion design. • Projects organized by students, or featuring student works or works produced in a training or academic context. • Beginners’ workshops or art education courses. • Projects related to the presentation and documentation of an exhibition. • Artists’ Residencies. • Research and creation projects from individual fine crafts professionals, unless they directly relate to research and policy development of fine craft in Canada. For research and creation grants, please apply to the program Explore and Create.
<p>Funding Amounts</p>	<p>There are no minimum or maximum amounts that may be requested or received through this program. Generally, funding will vary between \$5,000 and \$7,000, according to the requests received and the peer assessment committee’s evaluations. Successful applicants may or may not be awarded the full amount requested.</p> <p>These funds cannot be used for projects that have already been completed or for expenses that were incurred before the program deadline.</p>
<p>Application Assistance</p>	<p>Funds are available to pay for services to individuals who experience disability-related barriers within the application 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 or in submitting a final report.</p> <p>Please submit your request at least 4 weeks prior to the fund deadline. Contact by phone or email the officer responsible for the prize. For more information, please consult our website: canadacouncil.ca/commitments/equity/application-assistance.</p>

<p>Access Support</p>	<p>Access Support provides supplementary support to individual applicants who are Deaf, have disabilities or who are living with mental illness, as well as Deaf and disability arts groups and organizations. Funds are available to recipients who identify specific disability-related supports that are needed to carry out their proposed activities. For more information, please consult our website: canadacouncil.ca/funding/strategic-funds/access-support</p>
<p>Assessment of Applications</p>	<p>Assessment process</p> <p>Peer evaluation is fundamental to the Canada Council’s decision-making process. Eligible applications will be evaluated by a peer assessment committee. The committee will be composed of experienced crafts professionals (such as artists, administrators, curators, critics, writers and /or educators) who are recognized as such by their peers. Committee members will also be selected with consideration to fair representation of artistic specializations, gender, generations, Canada’s two official languages, Indigenous peoples, and the cultural and regional diversity of Canada.</p> <p>All peer assessment committee recommendations are final.</p> <p>For further information on this subject, please consult the Canada Council website at canadacouncil.ca.</p> <p>Assessment criteria</p> <p>The peer assessment committee will base its review of applications on the fund’s objectives and the assessment criteria listed below. The committee’s decisions will be based on the general merit of your application, compared with that of all other eligible applications in this national competition, and on the availability of funds.</p> <p>Applications are assessed according to:</p> <ul style="list-style-type: none"> • the impact of the proposal on the development of fine crafts regionally, provincially or nationally • the quality of the work of the contributors to the project • the appropriateness of the budget and the applicant’s ability to carry the project to a successful conclusion.

IMPORTANT INFORMATION

<p>Processing the application</p>	<p>Application preparation</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. If you have an account in the Canada Council’s grant application portal, please update changes directly through your account. • The Declaration page must be submitted on paper with an original signature. • See the application form for instructions on how to submit your application and support material. <p>Response time</p> <p>You will be informed, of the result of your application approximately 4 months after the deadline.</p> <p>Past winners</p> <p>Please consult our website at canadacouncil.ca for the list of past winners.</p>
<p>Personal Information</p>	<p><i>The Privacy Act</i> 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 <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 personal information that is provided by you on this application form will not be used to assess your application and will not be passed on to the peer assessors.</p> <p>The Canada Council may share personal information, such as contact and project information, from applications and awards with officials in other arts and cultural industry funding agencies and government institutions, on a confidential basis, to assist with research, reporting, program planning and evaluation, to provide networking or economic opportunities, or respond to federal “government reviews”. For more information, see our Privacy Notice on the Canada Council website at canadacouncil.ca/about/public-accountability/privacy-notice.</p>

Fund Terms and Conditions

If your application is successful, the terms and conditions will be outlined in the grant notification letter. These are some of the conditions:

Payment of funds

The Canada Council will send you the money after it has received your Acknowledgement Form, which will be provided with your notification letter.

In order to receive your payment, all overdue final reports for Canada Council grants or prizes must be submitted and approved.

Tax status

The Jean A. Chalmers Fund for the Crafts is 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.

When determining your project start date, individuals should be aware that according to the Canada Revenue Agency (CRA), expenses incurred in the year immediately before a grant is received are only deductible from the grant if they are incurred after the artist has received notification that the grant will be paid. For more information about income taxes and your grant, please refer to our website: canadacouncil.ca/funding/grants/guide/if-you-receive-a-grant/income-taxes.

Changes to proposed projects

Any changes to funded projects must be approved by the appropriate program officer **before you carry them out**.

Expiry date of the fund

The funds will be available to complete your project/activity/work for three years following the competition deadline date that you apply to. The end of this three-year period is the expiry date.

If you require an extension to the expiry date, please contact the appropriate Canada Council program officer, in writing. Otherwise, the Canada Council will cancel the part of your fund that has not been paid to you by the expiry date, or you may be required to return a portion of the funds you have already received.

Acknowledgement of Canada Council for the Arts support

You must acknowledge the support of the Canada Council for the Arts in all promotional material associated with the fund. Details about the acknowledgement policy will be included with the notification letter.

Final report

You will be required to submit a final report by the date identified in your notification letter.



2019 Jean A. Chalmers Fund for the Crafts

The information that you provide on the next two pages will not be submitted to the peer assessment committee.

IDENTIFICATION	
Name of applicant (provide your registered or full legal name): <input type="checkbox"/> Ms. <input type="checkbox"/> Mr. <input type="checkbox"/> Other _____	
Mailing address: <hr/> Street address and apartment or suite number <hr/> City Province or territory Postal code <hr/> Telephone Fax <hr/> Email Website	Name of contact person (if this applies): <hr/> Name <hr/> Position <hr/> Telephone Fax <hr/> Email

DECLARATION

<p>In which language do you prefer to communicate with the Canada Council? <input type="checkbox"/> English <input type="checkbox"/> French</p> <p>Will you permit the Canada Council for the Arts to include your name, address and email on its mailing list? (This information will be used for Canada Council business only, including surveys.) <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>To be eligible for consideration, you must sign below to confirm your agreement with all of the following statements:</p> <ul style="list-style-type: none"> • For individuals only – I confirm that I am a Canadian citizen or have permanent resident status, as defined by Immigration, Refugee and Citizenship Canada. • For representatives of organizations only – I will act as the only representative of the organization, and I will keep the other participants informed of the contents and outcome of this application. • I confirm that I (or my organization) abide(s) by all applicable municipal, provincial or territorial employment legislation, including, but not limited to that relating to employment standards, occupational health and safety, and human rights. • I commit to provide safe working conditions and to foster a workplace free from discrimination, harassment and sexual misconduct. • I have carefully read the eligibility criteria for this fund, which are described in the application guidelines, and I meet (or the organization that I represent meets) these criteria. • I understand that I cannot receive award money until all overdue final reports for Canada Council grants and prizes have been submitted and approved. • I accept the conditions of the fund, and agree to accept the Canada Council for the Arts' decision. • 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. <p>I confirm that the statements in my application are true and complete, to the best of my knowledge.</p> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Name (Please print)	
<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Signature of applicant or applicant's contact person (an original signature is required)	<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> 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 at \$75 each). Total amount: $(3 \times 80 \times 2) + (75 \times 2) = \630	\$630
<p>Total amount requested</p> <p>You must round your total amount requested to the nearest hundred dollars.</p>	

PART A3 – PROFILE OF ORGANIZATION

Note: Individual applicants are not expected to complete this section.

On separate sheets of paper, please describe your organization in point form in **500 or fewer words**.

Address each of the following points:

- mandate of your organization
- main goals or artistic objectives
- brief history (include date established and principal events or main accomplishments)
- structure (give type of incorporation, names and titles of key personnel, number of employees, and the relationship of your organization to any other organizations that it has a corporate affiliation with)
- geographic location and community served
- role of the organization within the arts community
- distribution network and other relevant information (**optional**).

PART B1 – PROJECT DESCRIPTION

The peer assessment committee considers this to be the most important section when assessing applications. Ensure that the description of the project is directly related to the assessment criteria for this fund, which are:

- the impact of the proposal on the development of fine crafts regionally, provincially or nationally
- the quality of the work of the contributors to the project
- the appropriateness of the budget and the applicant's ability to carry the project to a successful conclusion.

This section must not exceed 1,000 words.

PART B2 – PROJECT CONTRIBUTORS /INDIVIDUAL APPLICANTS

List the professionals who will be contributing to the project. Contributors may include staff or guest curators, artists, writers, editors and researchers. Support your selection of contributors by providing a brief description of their previous work and a mention of their role in the proposed activity.

Include résumés of contributors (**maximum of three pages each**).

Individual applicants must include their résumé (**maximum of three pages**)

PART C1 – FINANCIAL INFORMATION: REVENUES (relating to this project only)

Present the budget planned for your proposed project. It is important that all budgets be balanced, which means that the total expenses must equal the total revenues. Clearly indicate, in the appropriate section or column, the expenses to be covered by this program of the Canada Council for the Arts.

REVENUES

	Confirmed	Pending	Amount
Canada Council grants from other programs	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
Federal grants (other than Canada Council)	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
Provincial or territorial grants	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
Municipal or regional grants	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
Private or corporate donations	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
Cost-sharing with other institutions (provide details)	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
Registration fees	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
Ticket sales	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
Other (provide details)	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
Contribution of Applicant			\$ _____
Amount requested from the Jean A. Chalmers Fund for the Crafts (you must round your fund request to the nearest hundred)			\$ _____
Total revenues			\$ _____

PART C2 – FINANCIAL INFORMATION: EXPENSES		
EXPENSES		
	Cost	Request to Jean A. Chalmers Fund
Research and Policy Development:		
Honoraria	\$	\$
Meals and incidentals	\$	\$
Transportation	\$	\$
Other (provide details)	\$	\$
	\$	\$
	\$	\$
Total Expenses	\$	\$
OR		
Special Project:		
Honoraria	\$	\$
Meals and incidentals	\$	\$
Transportation	\$	\$
Accommodation	\$	\$
Equipment rental	\$	\$
Facilities rental	\$	\$
Conference supplies	\$	\$
Printing	\$	\$
Documentation	\$	\$
Administration (telephone, fax, postage)	\$	\$
Other (provide details)	\$	\$
	\$	\$
	\$	\$
Total Expenses	\$	\$
OR		
Pre-publication:		
Honoraria	\$	\$
Research and documentation	\$	\$
Photography	\$	\$
Copyright payments	\$	\$
Graphic design	\$	\$
Translation	\$	\$
Other (provide details)	\$	\$
	\$	\$
	\$	\$
Total Expenses	\$	\$

Please ensure that total expenses equal total revenues.

PART D1 – WRITTEN SUPPORT MATERIAL

It is important that you identify your support material clearly so the peer assessment committee will understand how it relates to your request. Indicate your name as applicant and, if pertinent, identify the appropriate pages in the publications you are submitting.

Please note that the Canada Council will not return the support material to you. The support material you submit will be retained with your application until deleted as per Canada Council's Retention Policy

Written support material (as appropriate)

- Excerpts from recent catalogues or other publications published by the applicant (maximum of 2).
- Recently published writing samples by curators and other writers (maximum of 2 per author)
- Organization's current program of activity
- Quotations for pre-publication costs, including writers' fees, photography, translation, design and layout

Instructions for submitting written support material

- Please provide one copy only of each support material item.
- Written support material may be submitted on a USB key, CD, DVD or in paper format.
- Text files submitted on a USB key, CD or DVD 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.
- Avoid unusual formatting as it can make documents hard to read.
- Catalogue excerpts or other large publications must be submitted digitally or copied on 8 ½ x 11 inch pages.

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 D2 – DIGITAL SUPPORT MATERIAL

Please note that the Canada Council will not return the support material to you. The support material you submit will be retained with your application until deleted as per Canada Council's Retention Policy.

Digital support material

- Submit a maximum of **20 digital images**

File names must be in the following format:

- **01initialsyeartitle.jpg** (image number, applicant's initials, year of the work, title of the work).
- The image numbers must correspond to the ones in the "Detailed description of digital images" which is Part D3 of this form.

Instructions for submitting digital support material

- You must submit your digital support material on USB key, CD or DVD.
- Internet links are not acceptable.
- 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.
- The total combined size of all files you submit cannot exceed 4GB.

Images files must be:

- JPEG (.jpg, .jpeg) format
- RGB colour mode
- no larger than 1.5 MB

PART D3 – DETAILED DESCRIPTION OF DIGITAL IMAGES

Complete the following form. If further descriptive information is necessary, include the details on a separate page (one page maximum).

Image No.	Artist or Artists	Title	Medium	Dimensions of Artwork	Date
01					
02					
03					
04					
05					
06					
07					
08					
09					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					

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 and the title of the proposed project on all items.

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

- Identification
- Declaration (an **original signature** is required)
- Access support, if this applies
- Part A1 – Name and location of applicant
- Part A2 – Description of the fund request
- Part A3 – Profile of organization (organizations only – maximum **500** words)
- Part B1 – Project description (maximum **1,000** words)
- Part B2 – Project contributors
- Part C1 – Financial information: Revenues
- Part C2 – Financial information: Expenses
- Part D1 – Written support material
 - Résumés of participating artists and other project contributors (maximum of **3** pages per contributor)
 - For individual applicants only, your résumé (maximum of **3** pages)
 - Recent catalogues or other publications by applicant, if applicable (maximum of **2**)
 - Recently published writing samples by curators and other writers (maximum of **2** per author)
 - Applicant organization current program of activity, if applicable
 - Quotations for pre-publication costs, if applicable
- Part D2 – Digital support material
 - Digital Images USB key, CD or DVD (maximum of **20**)
- Part D3 – Detailed description of digital images

Send your application 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 Street, 2nd Floor
 Ottawa ON K2P 1L4

NAME OF APPLICANT:

Jean A. Chalmers Fund for the Crafts / 9

Voluntary Self-Identification form (see the attached) for individual applicants only

If you do not have an account in the Canada Council's grant application portal, 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 information that you provide will not be used to assess the eligibility or the merit of your application.



Voluntary Self-Identification

The Canada Council for the Arts encourages you to complete this voluntary self-identification form to help determine whether our programs and services are reaching a diverse range of Canadian artists. Anyone applying to the Canada Council for the Arts, participating on a peer assessment committee or being nominated or accepting a prize is invited to complete this form.

The Canada Council for the Arts aims to support a vital and diverse arts ecology that enriches the lives of Canadians, and equity is a critical means to achieve this. All citizens deserve to benefit from a vibrant, accessible and pluralistic arts sector, in which all creative expressions have the same chance to flourish.

Please complete this revised form even if you have provided self-ID information in the past.

Completion of this form is entirely voluntary. The Canada Council may use the information collected below in order to increase equity of access to the grants and other opportunities, and to ensure that these opportunities reach groups which represent Canada’s diverse artistic community. This information may also be used to evaluate the outreach efforts of the Canada Council and for other research purposes.

Year of Birth

This information is used to provide information on Canada's emerging or senior artistic population, and to ensure generational representation in Peer Assessment Committees.

Gender

This information is used to inform our understanding of gender and gender parity in our applicant base.

- Female Male Transgender Inter-Sexed Two-Spirited

Region: Do you consider a province or territory, apart from where you live, to be your home (a place where you have roots, knowledge and connection)? If yes, please specify:

Home Province/Territory _____

Home city, town, hamlet, reserve or other place _____

Place of Residence _____

Province or Territory _____

City, town, hamlet, reserve or other place _____

Postal Code _____

Citizenship and Immigration

Citizenship and Immigration Status

As defined by Immigration, Refugees and Citizenship Canada www.cic.gc.ca/english/department/index.asp

- Canadian Citizen Permanent Resident Foreigner

Check this box if you are a Newcomer (i.e. less than 5 years in Canada) or immigrant to Canada

This data is essential to the development of policies and programs aimed at the integration of immigrant artists into the professional arts milieu of Canada.

Indicate the year you immigrated to Canada _____

Linguistic Diversity

Official Languages

This information is used to estimate the potential demand for programs in one or the other of these languages.

Select the first official language you spoke/learned:

- English French English and French
 ASL (American Sign Language) LSQ (Langue des signes québécoise)

Official-Language Minority Communities

Official Language Minority Communities are groups of Canadians whose maternal or chosen Official Language is the minority language in their province or territory.

Do you identify as a member of an Official Language Minority Community:

- Anglophone official-language minority (e.g. English speaker in Québec)
 Francophone official-language minority (e.g. French speaker in Manitoba, Nova Scotia, etc.)

Linguistic Diversity

Check one or more of the boxes below indicating the language(s) you first learned and still understand:

- English French Cree Inuktitut Ojibwe

Other Aboriginal language (please specify): _____

- Arabic Cantonese Punjabi Spanish

Other Languages (please specify) _____

ASL (American Sign Language) _____

LSQ (Langue des signes québécoise) _____

Other Sign Languages (please specify) _____

Deaf and Disability

Please indicate if you identify as a person who:

- is Deaf, partially deaf, hard of hearing
- has a disability (includes blind, visually impaired, physically impaired, mobility issues, learning disability, intellectual impairment, living with mental or chronic illness)

Aboriginal/First Peoples of Canada

Do you identify as:

- First Nations
- Métis
- Inuit

Culturally Diverse

Do you identify as a:

- Person of African, Asian, Middle Eastern, Latin American or mixed heritage that includes at least one of these groups. (Note that the above corresponds to 'visible minority', as defined in the *Employment Equity Act of Canada*) laws-lois.justice.gc.ca/eng/acts/e-5.401/

Please specify _____

Agreement to Provide Personal Information

Consent to share information

Select one of the options below:

- I consent to the sharing of my information with other Canadian 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 Canadian government departments, organizations and contractors that the Canada Council for the Arts has a data sharing agreement with.

I 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 in the [Canada Council's Privacy Notice](#).
- The information I have provided is true and complete.

Signature* _____

Date* _____

Access to your information

You may ask to have access to or corrections made to your personal information by submitting a request to:

Access to Information and Privacy (ATIP) Coordinator
Canada Council for the Arts
150 Elgin Street, P.O. Box 1047
Ottawa ON K1P 5V8

- Email: atip-aiprp@canadacouncil.ca
- Telephone: 1-800-263-5588 or 613-566-4414, ext. 4696
- TTY machine: 1-866-585-5559

TTY is a telecommunication device for people who are Deaf, hard of hearing or speech-impaired

Personal information is stored in a series of Canada Council for the Arts data banks described in *Info Source*.