



Canada Council  
for the Arts

Conseil des arts  
du Canada

## John G. Diefenbaker Award 2019

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| Follow these <b>three steps</b> to nominate a candidate for this award: |   |
| <b>Step 1</b>   | Read the <b>Nomination Guidelines</b> for details about the purpose of the award, who may nominate or be nominated and other eligibility criteria, award amount, assessment process and criteria, etc.  |
| <b>Step 2</b>   | Read the <b>Important Information</b> section. If you still have questions about the award 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 material 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 / PRG7800E 08-18



## NOMINATION GUIDELINES

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| <p><b>Description of the Award</b></p> | <p>The John G. Diefenbaker Award is funded by an endowment given to the Canada Council for the Arts by the Government of Canada. The endowment, announced by Prime Minister Brian Mulroney during his visit to Germany in the spring of 1991, honours the memory of former Prime Minister John G. Diefenbaker.</p> <p>The award is administered by the Canada Council for the Arts, in a shared history of collaboration with Global Affairs Canada, and the Alexander von Humboldt Foundation of Germany. It is a counterpart to the Konrad Adenauer Award, created by Germany for Canadian scholars in 1988, which is administered by the Alexander von Humboldt Foundation in co-operation with the Royal Society of Canada and the University of Toronto.</p> <p>The John G. Diefenbaker Award is given annually, and it enables a distinguished German scholar to do research in Canada, which may include brief periods in the United States. While research must be the primary activity during the award period, the award recipient will be encouraged to participate in the teaching activities of the host institution and to interact with the research communities in Canada and the United States by visiting other institutions.</p> <p>The teaching and institutional visiting activities are intended to broaden the impact of the award recipient's visit, while enriching the visitor's experience.</p> <p>The spirit of the award is to encourage exchange between scholarly communities in Canada and Germany.</p> |
| <p><b>Eligibility</b></p>              | <p>Candidates may not apply for this award: they must be nominated by a department within a host university or research institute in Canada.</p> <p>This award is open to German scholars who have demonstrated outstanding ability, especially through a substantial publication record over several years. The award is offered in support of research in any of the disciplines of the social sciences and humanities.</p> <p>Candidates must be German citizens with a contractual or working relationship with an academic institution in Germany. They must have a sound working knowledge of at least one of Canada's two official languages. If no appropriate candidate is nominated, the award may be withheld and carried over to the following year.</p>  |
| <p><b>Award Period and Amount</b></p>  | <p>The award is for 12 months, although shorter award periods will be considered. The award period should begin on or after 1 August following the selection of the award recipient.</p> <p>The amount of the award for a full year is CDN\$80,000. These funds are to be used by the host institution as a contribution towards the payment of the salary of the visiting scholar.</p> <p>In addition, a grant of up to CDN\$15,000 is provided to cover the cost of travel to the Canadian host institution (including travel of the recipient's immediate family for award periods longer than three months) and travel to other institutions in Canada and the United States.</p> <p>The amount of an award for a shorter period will be an appropriate proportion of a full award.</p>   |

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| <p><b>Nomination Process</b></p> | <p>Nominations must be submitted by a Canadian university department or research institute, and endorsed by the delegate of the host institution.</p> <p>Nominators must complete and submit a nomination form.</p> <p><b>Support documentation</b></p> <p>All documents submitted must be originals with original signatures, as noted below.</p> <p>Nominations must include the following:</p> <ul style="list-style-type: none"> <li>• a completed nomination form</li> <li>• a description of the candidate’s proposed program of research and other activities</li> <li>• a current curriculum vitae of the proposed candidate, including a complete list of publications that distinguishes between refereed and non-refereed articles</li> <li>• an original, <b>signed</b> letter of support from the department head of the host institution, commenting on the candidate’s research achievements, the proposed research project and the anticipated benefits of the proposed visit (for the candidate, the host institution and the Canadian research community)</li> <li>• two original, <b>signed</b> letters of support from distinguished specialists, from any country, in the area of the proposed research. These letters must be submitted in English or French, and they should address the nature and significance of the candidate’s research achievements. If the letters are translated from another language, the originals must also be included.</li> </ul> <p>It is optional but helpful for nominators to include letters from up to three other universities or research institutes in Canada and the United States that wish to invite the nominee to speak at, or participate in, various scholarly/public activities during the award period. Since one of the objectives of these awards is interaction with the research communities in Canada and the United States, such letters are helpful to the committee members who will assess the value to Canada of the candidate’s visit.</p> <p><b>Please note that the support documentation will not be returned to you.</b></p> <p><b>Host institution’s authorization of the nomination</b></p> <p>An original signature is required from the head of research administration or an authorized delegate of the nominating institution. If the nominator (the department head) is normally the signing authority for the institution, another senior official must sign instead.</p> <p>By endorsing the nomination, the institution is certifying that it:</p> <ul style="list-style-type: none"> <li>• will provide office space and support services to the award recipient, as well as assistance and advice regarding work, visa, taxation, living and travel arrangements</li> <li>• is willing to administer the award received, according to policies of the Canada Council for the Arts</li> <li>• will release funds to the successful candidate, once all conditions have been met</li> <li>• will notify the Canada Council of any change in the award recipient’s status during the award period.</li> </ul> |
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| <p><b>Nomination Process (continued)</b></p> | <p>The nominator’s signature confirms that all the information provided is accurate and that the nominating department:</p> <ul style="list-style-type: none"> <li>• accepts the terms and conditions of the award</li> <li>• understands that the competition results will be made available through the university research office within approximately six months of the nomination deadline.</li> </ul>  |
| <p><b>Selection Process</b></p>              | <p>Peer evaluation is fundamental to the Canada Council’s decision-making process. The recipient of the John G. Diefenbaker Award will be chosen by a multidisciplinary committee of distinguished scholars, appointed by the Canada Council. 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. New committees are formed for each competition.</p> <p>When making its decision, the committee will take into account the scholarly record of the nominee, the proposed program of research and the potential value of the other proposed activities for the Canadian research community.</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"><u>canadacouncil.ca</u></a>.</p> |

## IMPORTANT INFORMATION

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| <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 nomination 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 Canada Council will notify the award recipient, in writing, within approximately <b>six months</b> of the competition deadline. The Canada Council will also notify all nominators, in writing, of the result of their nomination. Except for notification of the award recipient, the Canada Council does not contact nominees.</p> <p>The award recipient and their nominator 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> |
| <b>Personal information</b>      | <p>The <i>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 Canada Council may share information related to applications and awards with officials in other arts and cultural industry funding agencies, on a confidential basis, to assist with program planning and evaluation.</p>   |

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| <b>Award Terms and Conditions</b> | <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>Once the award recipient has been contacted, he or she must confirm acceptance of the award and agree to keep the result of the competition confidential until the Canada Council makes its official announcement.</p> <p>All the documentation submitted becomes the property of the Canada Council for use in any publicity or promotion accompanying the award.</p> <p>The award recipient must agree to allow his or her photograph and public information to be used for promotion of the award and in other Canada Council promotional initiatives. He or she must also agree to participate fully in all promotional activities, including interviews, ceremonies and receptions.</p> <p><b>Award payment</b></p> <p>The award will be paid to the host institution. The institution will be responsible for administering the funds and reporting on their use to the Canada Council, according to the guidelines. The institution cannot receive the award money until all overdue final reports for Canada Council grants and prizes have been submitted and approved.</p> <p><b>Reporting requirements</b></p> <p>The award recipient is required to submit a report, within three months of the completion of the award period, on the work accomplished with the assistance of the John G. Diefenbaker Award. This report should also include information about the impact of the award on the recipient's career and the usefulness of the award in allowing the recipient to meet the proposed project's objectives.</p> <p>Additionally, the host institution must submit a full financial accounting and a report on the results of the recipient's stay in Canada, within three months of the completion of the award period.</p> |
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## John G. Diefenbaker Award 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.

| <b>PART A1 – IDENTIFICATION (to be completed by the nominator)</b>  |  |                   |
|---|--|-------------------|
| <b>Identification of nominator:</b> <input type="checkbox"/> Dr. <input type="checkbox"/> Prof. <input type="checkbox"/> Ms. <input type="checkbox"/> Mr. |  |                   |
| <hr/> Name  |  |                   |
| <hr/> Department or school  | <hr/> Institution  |                   |
| <b>Mailing address for nominator:</b>   |  |                   |
| <hr/> Street address and apartment or suite number  |  |                   |
| <hr/> City  | <hr/> Province or territory                                | <hr/> Postal code |
| <hr/> Telephone   | <hr/> Telephone  |                   |
| <hr/> Website   | <hr/> Email  |                   |
| <b>Identification of nominee:</b> <input type="checkbox"/> Dr. <input type="checkbox"/> Prof. <input type="checkbox"/> Ms. <input type="checkbox"/> Mr.   |  |                   |
| <hr/> Name  |  |                   |
| <hr/> Department or school  | <hr/> Institution  |                   |
| <b>Mailing address for nominee:</b>   |  |                   |
| <hr/> Street address and apartment or suite number  |  |                   |
| <hr/> City  | <hr/> Province or territory                                | <hr/> Postal code |
| <hr/> Telephone (residence – include country and area code)   | <hr/> Telephone (business – include country and area code) |                   |
| <hr/> Website   | <hr/> Email  |                   |
| <b>PART A2 – PROPOSED RESEARCH PROJECT TITLE AND SUBJECT</b>  |  |                   |
| Title of the proposed research project: <hr/>   |  |                   |
| Subject: _____  |  |                   |

**PART A3 – INSTITUTION AUTHORIZATION**

The head of research administration or an authorized delegate must sign here to indicate the institution’s willingness to administer the award according to the terms outlined within the nomination guidelines. (The award recipient’s salary and travel funds will be paid to the host institution, not directly to the recipient.)

|             |           |
|-------------|-----------|
| Name        | Title     |
| Institution | Signature |

**PART A4 – 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 John G. Diefenbaker Award 2019:**

- I have carefully read the criteria for the award, which are described in the nomination guidelines, and confirm that the nominee meets the criteria.
- I accept the conditions of this award 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 will keep the nominee informed of the outcome of this nomination.

**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**

**Two letters, in English or French, may be submitted to support this nomination. Information is provided in the nomination guidelines. Nominators are responsible for ensuring that the letters are included with the nomination package.**

|                      |             |
|----------------------|-------------|
| 1)                   |             |
| Name                 |             |
| Department or school | Institution |
| Address              |             |
| Telephone            | Email       |
| 2)                   |             |
| Name                 |             |
| Department or school | Institution |
| Address              |             |
| Telephone            | Email       |



**PART C - 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 accept the nomination and to confirm your agreement with all of the following statements:**

**As a nominee for the John G. Diefenbaker Award 2019,**

- I am a German citizen with a contractual or working relationship with an academic institution in Germany.
- I understand and accept the conditions of the competition and award, 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 award,**

- I agree that all documentation submitted becomes the property of the Canada Council for the Arts for use in publicity or promotion accompanying the award.
- I agree to the use of my photograph and public information on my professional practice or relevant activities for promotion of the award and in other Canada Council promotional initiatives.
- I agree to participate fully in all promotional 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, the nominator must provide the support documentation indicated below. The support documentation will not be returned.

- A completed nomination form.

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

All documents submitted must be originals with original signatures, as noted below.

- a description of the candidate's proposed program of research and other activities
- a current curriculum vitae of the proposed candidate, including a complete list of publications that distinguishes between refereed and non-refereed articles
- an original, **signed** letter of support from the department head of the host institution, commenting on the candidate's research achievements, the proposed project and the anticipated benefits of the proposed visit (for the candidate, the host institution and the Canadian research community),
- two original, **signed** letters of support from distinguished specialists, from any country, in the area of the proposed research. These letters must be submitted in English or French, and they should address the nature and significance of the candidate's research achievements. If the letters are translated from another language, the originals must also be included.

It is optional but helpful for nominators to include letters from up to three other universities or research institutes in Canada and the United States that wish to invite the nominee to speak at, or participate in, various scholarly/public activities during the award period. Since one of the objectives of these awards is interaction with the research communities in Canada and the United States, such letters are helpful to the committee members who will assess the value to Canada of the candidate's visit.

**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 – Proposed research project title and subject
- Part A3 – Institutional authorization
- Part A4 – Declaration of nominator (an **original signature** is required)
- Part B – Experts providing letters of support
- Part C – Acceptance of nomination (an **original signature** is required)
- Part D – Support documentation
  - Description of the candidate's proposed program of research and other activities
  - The proposed candidate's current curriculum vitae
  - An original, **signed** letter of support from the department head of the host institution
  - Two original, **signed** letters of support from distinguished specialists

**Optional**

- Letters from up to three other universities or research institutes in Canada and the United States that wish to invite the nominee

**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