



Canada Council  
for the Arts      Conseil des arts  
du Canada

### John Hirsch Prize

Follow these <b>three steps</b> to nominate a candidate for this prize:	
<b>Step 1</b>	Read the <b>Nomination Guidelines</b> for details about the purpose of the prize, who may nominate 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 prize or the nomination process, contact the appropriate program officer as 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 F 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

**2 October 2017**

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, incomplete submissions, or those submitted by fax or email.

### Further Information

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

1-800-263-5588 (toll-free) or 613-566-4414, extension 5573

TTY: 1-866-585-5559

[lori.knoll@canadacouncil.ca](mailto:lori.knoll@canadacouncil.ca)



## GUIDELINES

<p><b>Description of the Prize</b></p>	<p>The John Hirsch Prize was created in 1995 to recognize new and developing theatre directors who have demonstrated great potential for future excellence and exciting artistic vision. Two \$6,000 prizes are awarded every two years, one for each of the Anglophone and Francophone theatre communities.</p> <p>On his death in 1989, the distinguished theatre director John Hirsch left a bequest to the Canada Council for the Arts to assist and encourage Canadian directors. The John Hirsch Prize is a tribute to the extraordinary contribution Mr. Hirsch made to theatre in Canada, most notably as founder of the Manitoba Theatre Centre, head of television drama for the CBC and artistic director of the Stratford Festival.</p>
<p><b>Eligibility</b></p>	<p><b>Nominees</b></p> <p>Nominees must have <b>no more than 10 years</b> of experience as a professional theatre director. They must also be Canadian citizens or have permanent resident status, as defined by Citizenship and Immigration Canada. They do not need to be living in Canada.</p> <p>They must also meet the Canada Council’s definition of a professional artist, which is an artist who:</p> <ul style="list-style-type: none"> <li>● has specialized training in the field (not necessarily in academic institutions)</li> <li>● is recognized as such by his or her peers (artists working in the same artistic tradition)</li> <li>● is committed to devoting more time to artistic activity, if possible financially</li> <li>● has a history of public presentation.</li> </ul> <p>Nominees must confirm their eligibility in the Declaration and in the curriculum vitae (as requested in Part C) <b>detailed chronologically</b>.</p> <p><b>Nominators</b></p> <p>Nominators must also be Canadian citizens or have permanent resident status, as defined by Citizenship and Immigration Canada. They must also be members of the Canadian professional theatre community.</p>
<p><b>Amount of the Prize</b></p>	<p>Two prizes of \$6,000 may be awarded in 2017-18.</p>
<p><b>Application/ Nomination and Final Report 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 <i>contribute</i> 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 by phone or e-mail the officer responsible for this prize. For more information, please consult our website:  <a href="http://canadacouncil.ca/commitments/equity/application-assistance">http://canadacouncil.ca/commitments/equity/application-assistance</a>.</p>

<p><b>Nomination Process</b></p>	<p>Candidates may not apply for the prize. They must be nominated by an eligible nominator.</p> <p>Nominators are responsible for gathering the required documentation and submitting it with the attached nomination form. They must ensure that the documents meet the requirements set out in these guidelines and the attached form.</p>
<p><b>Assessment of Nominations</b></p>	<p>Peer evaluation is fundamental to the Canada Council’s decision-making process. Eligible nominations will be evaluated by a peer assessment committee, composed of experienced theatre professionals who are selected for their expertise. Committee members will also be selected with consideration to fair representation of artistic specializations, gender, generations, Indigenous peoples, and the cultural and regional diversity of Canada.</p> <p>An English-language committee assesses nominations submitted by the Anglophone theatre community, and a French-language committee assesses nominations submitted by the Francophone theatre community.</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 consult the Canada Council’s website at <a href="http://www.canadacouncil.ca">www.canadacouncil.ca</a>.</p> <p><b>Assessment criteria</b></p> <p>The peer assessment committee evaluates the candidates on the basis of their demonstrated artistic potential for future excellence as theatre directors.</p>

## IMPORTANT INFORMATION

### Processing the Nomination

#### Nomination preparation

- The nominator is responsible for providing all the information and support material requested.
- The Canada Council will make decisions about eligibility based on the information provided in the nomination.
- Submit only the material requested. Extra material will not be shown to the peer assessment committee.
- Carefully choose the material to submit as committee members have limited time in which to study each nomination.
- It is important to inform the Canada Council of any changes to contact information.

#### Format and layout

The nomination form must be submitted on paper **with original signatures**.

The required support material may be submitted on one CD or USB key (in PDF or Word format) **or** on paper.

All paper documents must be:

- printed on one side only
- on **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).

Avoid unusual formatting as it can make documents hard to read.

#### Response time

The winners of the prizes will be notified, by telephone, approximately **four** months after the deadline date.

The nominators of non-winning nominees will be notified of the results, by letter, shortly before the public announcement of the winners (which may take place somewhat later than four months after the nomination deadline).

Except for the notification of the winners, results will not be released over the telephone or by email.

#### Previous Winners

Please consult the Canada Council's website at [www.canadacouncil.ca](http://www.canadacouncil.ca) for the list of past winners.

<p><b>Personal Information</b></p>	<p>The Privacy Act 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 Privacy Act. 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 Access to Information Act.</p> <p>For this program, the Canada Council for the Arts requests that the nominee provide his/her year of birth on the nomination form. The personal information that is provided will not be used to assess the nomination and will not be passed on to the peer assessors.</p> <p>The Canada Council for the Arts 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>
<p><b>Prize Terms and Conditions</b></p>	<p><b>If the 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 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>All the documentation submitted becomes the property of the Canada Council for use in any publicity or promotion accompanying the prize.</p> <p>The 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 are expected to participate fully in all prize-related activities, such as media conferences, ceremonies, receptions and other related events.</p> <p>Winners cannot receive the prize money until all overdue final reports for Canada Council grants and prizes have been submitted and approved.</p>



**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 for the Arts in  English  French

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

**As a nominator for the John Hirsch Prize, I:**

- have carefully read the eligibility criteria for the prize, which are described in the nomination guidelines, and confirm that the nominee meets the criteria
- confirm that I am a Canadian citizen or have permanent resident status, as defined by Citizenship and Immigration Canada and am a member of the Canadian professional theatre community
- accept the conditions of the prize as outlined in the nomination guidelines and agree to abide by the Canada Council's decision
- am aware that the Canada Council is subject to the Access to Information Act and Privacy Act, as described in the nomination guidelines.

**I confirm that the statements in this application are complete and accurate, to the best of my knowledge.**

\_\_\_\_\_  
Signature (an original signature is required)

\_\_\_\_\_  
Date

**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 for the Arts in  English  French

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

**As a nominee for the John Hirsch Prize, I:**

- am a Canadian citizen or have permanent resident status, as defined by Citizenship and Immigration Canada.
- have carefully read the eligibility criteria for the prize, which are described in the nomination guidelines, and confirm that I meet the criteria
- accept the conditions of the prize as outlined in the nomination guidelines and agree to abide by the Canada Council's decision
- am aware that the Canada Council is subject to the Access to Information Act and Privacy Act, as described in the nomination guidelines.

**I confirm that the statements in this application are complete and accurate, to the best of my knowledge.**

\_\_\_\_\_  
Signature (an original signature is required)

\_\_\_\_\_  
Date



## John Hirsch Prize

The information that you provide from this point onward will be submitted to the peer assessment committee.

- The Canada Council for the Arts requires only one copy of the nomination form.
- Do not bind your completed nomination form (in other words, do not use spiral binding, mount it in plastic, staple it, etc.).
- If you are completing the form on a computer, use the following format.

### PART A – NAME AND LOCATION OF NOMINATOR AND NOMINEE

#### Name of nominator:

\_\_\_\_\_

Last name

\_\_\_\_\_

First and middle names

\_\_\_\_\_

City (permanent residence)

\_\_\_\_\_

Province or territory

#### Name of nominee:

\_\_\_\_\_

Last name

\_\_\_\_\_

First and middle names

\_\_\_\_\_

City

\_\_\_\_\_

Province or territory

### PART B – NOMINATION STATEMENT (to be completed and signed by the nominator)

In a maximum of **1,500 words**, describe why you are nominating this individual for the John Hirsch Prize. Be sure to sign your statement (a signature is required).

Please also include the following in your statement:

- how long you have known the nominee and in what capacity
- the achievements of the nominee and the significance of these achievements over the course of her or his career

### PART C – CURRICULUM VITAE OF NOMINEE

Submit a current professional curriculum vitae for the nominee, **detailed chronologically**, with emphasis on his or her artistic achievements in theatre.

The curriculum vitae must include a short statement from the nominee indicating when and in what capacity the nominee would define the beginning of her or his experience as a professional theatre director (no more than 10 years before the date of this nomination).



**PART D – ARTISTIC STATEMENT OF THE NOMINEE**

Provide a statement outlining your personal artistic goals, clearly explaining what you believe is necessary for you to achieve your potential as a theatre director. Please be as specific as you can about the path of development you would like to pursue in the future. Be sure to sign your statement (a signature is required).

Your statement may be a maximum of **1,500 words**.

**PART E – LETTER OF SUPPORT**

Please also provide one signed letter of support (maximum of **1,500 words**) from another Canadian theatre professional. **A signature is required.**

**PART F – 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 the nominee's name on all items.

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

- Identification of nominator
- Identification of nominee
- Declaration of nominator (an original signature is required)
- Declaration of acceptance of nomination (an original signature is required)
- Part A – Name and location of nominator and nominee
- Part B – Nomination statement (maximum of 1,500 words, signature required)
- Part C – Curriculum vitae of nominee
- Part D – Artistic statement of nominee (maximum of 1,500 words, signature required)
- Part E – Letter of support (maximum of 1,500 words, signature required)

The Nomination form, including original signatures on the Declarations, must be submitted in paper format. The required support material may be submitted on paper (printed on one side of 8.5 x 11 white paper) or on one CD or USB key (in PDF or Word format).

**Submit your nomination to:**

**Prizes**

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