



Canada Council for the Arts
Conseil des arts du Canada

Ronald J. Thom Award for Early Design Achievement

Follow these three steps to apply for this award:	
Step 1	Read the Award Guidelines for details about the purpose of the award, who is eligible, amount of the award, application assessment process and criteria, etc.
Step 2	Read the Important Information section. If you still have questions about the award 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 D 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 2018

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

The Canada Council for the Arts will not accept applications postmarked after the deadline, incomplete applications, or those submitted by fax or email. You will not be contacted if your application is incomplete.

Further Information

Andrea Della Valle

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

prizes@canadacouncil.ca

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

TTY: 1-866-585-5559

PRG7825E 12-17



AWARD GUIDELINES

<p>Description of the prize</p>	<p>The Ronald J. Thom Award for Early Design Achievement is awarded to either a practitioner of architecture or an architectural firm. The successful candidate must be in the early stages of a career or practice and must demonstrate both outstanding creative talent and exceptional potential in architectural design.</p> <p>The successful candidate must demonstrate sensitivity to architecture’s allied arts, crafts and professions within the context of an integrated built environment. These include landscape architecture, interior design, furniture design, graphic design and decorative arts.</p> <p>The award was established in 1990, in collaboration with the Canada Council for the Arts, by friends and colleagues of the eminent Canadian architect Ronald J. Thom. The award, which honours Mr. Thom’s life and work, reflects the qualities of his legacy to Canada. This legacy includes both his buildings and the encouragement and inspiration he gave his colleagues in architecture and its allied arts and professions.</p>
<p>Eligibility</p>	<p>General criteria</p> <p>To apply for this award as an individual, you must be a Canadian citizen or have permanent resident status, as defined by Immigration, Refugees and Citizenship Canada.</p> <p>You do not need to be living in Canada when you apply.</p> <p>Architects, professionals in architecture and architectural firms specializing in architecture, landscape architecture and/or urban design can submit their candidature.</p> <p>You must also meet one of the following definitions:</p> <p>Architect</p> <p>To be eligible as an architect, you must:</p> <ul style="list-style-type: none"> • have maintained a professional practice for a minimum of 2 years • have completed a professional body of work • have published or have presented at least 1 work in a public setting <p>Professional in architecture</p> <p>Professionals in architecture are engaged in the discourse and public dissemination of architecture.</p> <p>To be eligible as a professional in architecture, you must:</p> <ul style="list-style-type: none"> • have maintained a professional practice for a minimum of 3 years • have completed a professional body of work • have published or have presented at least 1 work in a public setting

<p>Eligibility (cont'd)</p>	<p>Architectural firm Architectural firms can apply for projects that examine and present ideas on the Canadian contemporary build environment.</p> <p>To apply as an architectural firm, you must:</p> <ul style="list-style-type: none"> • be incorporated in Canada - have been in operation at least 2 years • be at least 75 % Canadian-owned • have your head office and executives in Canada • have maintained a professional practice for a minimum of 3 years • have completed a professional body of work • have been published or have presented work in a public setting <p>Other restrictions You may submit an application to the Professional Prix de Rome in Architecture and the Ronald J. Thom Award in the same year.</p> <p>Applications to the Professional Prix de Rome in Architecture will be assessed first, followed by those for the Ronald J. Thom Award. If you are successful in any of the competitions listed above, your application will be withdrawn from subsequent competitions.</p>
<p>Award Amount</p>	<p>The award amount is \$10,000.</p>
<p>Application Assistance</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: http://canadacouncil.ca/commitments/equity/application-assistance</p>
<p>Assessment of Applications</p>	<p>Assessment process Peer evaluation is fundamental to the Canada Council’s decision-making process. Eligible applications will be evaluated by a peer assessment committee, composed of individuals who are recognized as experienced professionals by their peers and chosen for their specialized knowledge in contemporary architecture, landscape architecture and the urban environment. 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, consult the Canada Council’s website at canadacouncil.ca.</p> <p>Assessment criteria Applications will be evaluated based on the quality of the candidate’s previous work in terms of architectural design and integration of architecture’s allied arts, crafts and professions.</p>

IMPORTANT INFORMATION

Processing the Application	<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 grant 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 details. <p>Format and layout</p> <p>All the documents requested and the application form must be submitted:</p> <ul style="list-style-type: none">• 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). <p>Avoid unusual formatting as it can make documents hard to read.</p> <p>Response time</p> <p>You will be informed of the result of your application approximately four months after the application deadline. The Canada Council does not release results by telephone or email.</p> <p>Previous winners</p> <p>Please consult our website for the list of past winners at canadacouncil.ca.</p>
Personal Information	<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>For this program, the Canada Council for the Arts requests that you indicate your year of birth on the application form. 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 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>

**Prize Terms
and Conditions**

If your application is successful, the terms and conditions will be outlined in the notification letter.

Please note that winners cannot receive the prize money until all overdue final reports for Canada Council grants and prizes have been submitted and approved.

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.

All the documentation submitted becomes the property of the Canada Council for use in any publicity or promotion accompanying the prize.

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.



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The information that you provide on the first page will not be submitted to the peer assessment committee.

IDENTIFICATION OF APPLICANT	
Indicate whether you are applying as an individual or firm, and provide the applicant's full legal name:	
<input type="checkbox"/> Individual practitioner (architect or professional in architecture) <hr/> Last name <hr/> First and middle names <input type="checkbox"/> Ms. <input type="checkbox"/> Mr. <input type="checkbox"/> Other _____ Year of birth: _____ Permanent address: <hr/> Street address and apartment or suite number <hr/> City Province or territory Postal code <hr/> Email <hr/> Website	<input type="checkbox"/> Architectural firm (architecture or landscape architecture and/or urban design) <hr/> Name of firm <hr/> Contact person <input type="checkbox"/> Ms. <input type="checkbox"/> Mr. <input type="checkbox"/> Other _____ Mailing address (if different from permanent address): <hr/> Street address and apartment or suite number <hr/> City Province or territory Postal code <hr/> Telephone (residence) Telephone (business) <hr/> Website

DECLARATION
<p>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.) <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>I prefer to communicate with the Canada Council in: <input type="checkbox"/> English <input type="checkbox"/> French</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"> • I am a Canadian citizen or have permanent resident status, as defined by Immigration, Refugees and Citizenship Canada (applies to individual practitioners only). • I have carefully read the eligibility criteria for this award, which are described in the application guidelines, and I meet (or the firm I represent meets) these criteria. • I will act as the only representative of the applicant firm. I will keep the other participants informed of the contents and outcome of this application (if this applies). • I understand that winners are not eligible to receive funds until all overdue final reports for Canada Council grants and prizes have been submitted and approved. • I accept the conditions of this award and agree to abide by the Canada Council's 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 complete and accurate, to the best of my knowledge.</p> <hr style="border: 0; border-top: 1px solid black; margin: 10px 0;"/> <p>Signature (an original signature is required) Date</p>



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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 application form.
- Do not bind your completed application form.
- If you are completing the form on a computer, use the following format.

PART A – NAME AND LOCATION OF APPLICANT		
<hr/>		
Name of applicant (individual or firm)	City	Province or territory
PART B – DESCRIPTION OF APPLICANT AND PRACTICE		
<p>On separate sheets of paper, provide the following support material:</p> <ul style="list-style-type: none">• Description of practice (maximum 750 words) Describe your practice, previous work and particular interests in architectural design and the integration of architecture's allied arts, crafts and professions.• Curriculum vitae or history of firm (maximum of four pages) Provide a recent curriculum vitae (for individual practitioners) or an outline of the firm's history. Include information on relevant professional training and certification, projects, publications and awards.		
PART C1 – VISUAL SUPPORT MATERIAL		
<p>Submit a maximum of 20 digital images and/or 1 video documenting your past work.</p> <p>Please do not submit originals. Support materials will not be returned.</p> <p>All visual support material must conform to the following guidelines. Test your material before submission to ensure that it is formatted correctly.</p> <p>Audiovisual specifications:</p> <p>Files must be named according to 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 visual support material. Do not use punctuation, spaces, more than 45 characters per file name or special characters in your file names.</p> <p>Image files must be:</p> <ul style="list-style-type: none">• JPEG (.jpg, .jpeg) format• RGB colour mode• no larger than 1.5 MB per image <p>Audiovisual files must be:</p> <ul style="list-style-type: none">• viewable with VLC media player (for more information, consult www.videolan.org/vlc/)• a maximum 60 FPS• a maximum resolution of 1080P (or frame size of 1920 x 1080)• no larger than 4 GB <p>Media must be:</p> <ul style="list-style-type: none">• either DVD, CD or USB key (files must be organized in a single folder)• NTSC-region 1 compliant (DVD video)		

NAME OF APPLICANT: _____

PART C2 – DETAILED DESCRIPTION OF VISUAL SUPPORT MATERIAL

Complete the following table for the digital images and/or video you are submitting.
 If further descriptive information is necessary, include the additional details on a separate, **single** page. For works created as part of a collaboration or within a professional firm, clearly indicate your role.

DIGITAL STILL IMAGES

No.	Name of Work of Architecture	Creator	Client or Owner	Date
01				
02				
03				
04				
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VIDEO (if this applies)

No.	Name of Work of Architecture	Creator	Year	Running Time	Format

NAME OF APPLICANT: _____

PART D – 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 on all items.

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

- Identification of applicant
- Declaration (with an **original signature**)
- Part A – Name and location of applicant
- Part B – Description of applicant and practice
 - Description of practice (maximum of **750 words**)
 - Curriculum vitae or history of firm (maximum of **four pages**)
- Part C1 – Visual support material
 - Digital still images (maximum of **20 images**)
 - Digital video (if this applies – **one only**)
- Part C2 – Detailed description of visual support material
 - Additional description of images and video (optional – maximum of **one page**)

Send your application to:

Prizes

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150 Elgin Street, P.O. Box 1047
Ottawa ON K1P 5V8