



Canada Council
for the Arts

Conseil des arts
du Canada

Funding Award Acceptance Form

E-FAR-002

CGMS

10 June 2025

Bringing the arts to life
L'art au cœur de nos vies

1. Overview

What is the Funding Award Acceptance Form?

Key Terms and Concepts



What is the Funding Award Acceptance Form?

The **Funding Award Acceptance Form** outlines the details and conditions of your grant or prize. You can choose to accept or decline the award after reviewing these terms. If you decide to accept, you'll need to provide your banking information so we can process your payment.

Note: This form was previously called the Grant Acceptance Form.

The **Funding Award Acceptance Form** needs to be completed for all Funding types:

- Project Grant
- Composite Grant
- Core Grant
- Prize

Key Terms and Concepts

The following table explains key terms used in this guide.

Key Term	Definition
Funding Awards	Grants and funds that have been approved and awarded.
Funding Award Requirement	Group of forms that need to be completed to fulfill the requirements of your Funding Award.

2. Funding Award Acceptance Form

Access the Funding Award Acceptance Form

Complete the Funding Award Acceptance Form



Access the Funding Award Acceptance Form

1. Log in to the **Portal**.
2. Navigate to your **Homepage**.
3. Select the relevant **Funding Award** in the Funding and Awards section.

WELCOME TO OUR PORTAL!

The Canada Council for the Arts is proud to be Canada's public arts funder. The Council contributes to the vibrancy of a creative and diverse arts and literary scene.

FUNDING OPPORTUNITIES
Search our available funding and awards.
[Browse Funding opportunities](#)

ASSESSOR SELF-NOMINATION
Use your expertise and experience to assess applications and nominations.
[Learn more about being an assessor](#)

HELP
Find help at any point in your journey.
[Get help](#)

ACCOUNTS
Create and manage accounts for yourself, your groups and your organizations.
To add a new group or organization to your account, [click here](#) and follow the instructions.

INVITATIONS
View and accept your invitations to:
• become a member of a group or an organization
• help write an application, a nomination, or a report.

ACTIVE ACCOUNTS | COMPTES ACTIFS

Name	Type	Account Status
National Theatre of Canada	Organization	Active
Nicholas Adams	Individual	Active

[View All](#)

APPLICATIONS AND NOMINATIONS
Submit, manage and track your applications and nominations.
View your most recent drafts. To see your complete list of drafts, click [View All](#). You can find all active submissions and application history in your account, or in the relevant group or organization account.

MY ACCOUNTS | MES COMPTES

Application ID	Application Name	Applicant	Status
IA-000186220			Draft

[View All](#)

FUNDING AND AWARDS
Accept, decline and report on your awarded funds.
View your offers and active awards. To see your complete list of offers and active awards, click [View All](#). You can find all active awards and award history in your account, or in the relevant group or organization account.

MY ACCOUNTS | MES COMPTES

Name	Award Number	Account	Status
Art Education Project	00058852	Nicholas Adams	Award Offered
Audience Engagement	00058853	National Theatre of Canada	Award Offered
Biography of Canadian Artists	00058849	Nicholas Adams	Award Offered

[View All](#)

CASES
Manage and track a case with our support team. A case is used to interact with the Council to ask questions, resolve issues or complete tasks.
View your active cases. To see your complete list of active cases, click [View All](#). You can find all active and resolved cases in your account, or in the relevant group or organization account.

The Canada Council's offices, located in Ottawa, are on the unceded, unsurrendered Territory of the Anishinaabe Algonquin Nation whose presence here reaches back to time immemorial. [Read the full statement.](#)

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[ACCESSIBILITY](#) [PUBLIC ACCOUNTABILITY](#) [PRIVACY](#) [CONTACT](#) [SUBSCRIBE TO THE MAILING LIST](#)

Complete the Funding Award Acceptance Form

4. View your Funding Award **Checklist**.
5. Select the **Complete Form** button to open the Funding Award Acceptance form. You will be asked to accept or decline the funding award:
 - If you **Accept**, follow the instructions to complete and submit your Funding Award Acceptance. It includes a step to enter your bank account information in order to process your payment.
 - If you **Decline**, there are no further steps.

The screenshot shows the Canada Council for the Arts website interface for a funding award. The header includes the logo and navigation links: HOME, ACCOUNT, BROWSE FUNDING AND PRIZES, and HELP. The main content area displays the funding award details for "Funding Award 00058849". Below this, there is a "Funding Award Fact Sheet" section with fields for Funding type (Project), Awarded amount (\$5,000.00), Third Party Access (No Third Party Access), Funding Opportunity (EN) (Literary Publishing Projects), Funding Opportunity (FR) (Projets d'édition littéraire), and Related Application(s) or Funding Award(s). To the right of the fact sheet is a "NEED HELP?" section with a link to log a case and an "ACTIONS" section with buttons for "Add Third Party Access", "Add Project Update", and "Create new Access Support request". Below the fact sheet is a "Checklist Item" table with two items: "Funding Award Acceptance" and "Final Report". The "Funding Award Acceptance" item is highlighted with a red border and has a "Complete" button and a "Not Started" status. The "Final Report" item also has a "Complete" button and a "Not Started" status. At the bottom of the page, there is a footer with the Canada Council's statement on the unceded, unsurrendered Territory of the Anishinaabe Algonquin Nation, a link to read the full statement, and a navigation bar with links for Accessibility, Public Accountability, Privacy, Contact, and Subscribe to the Mailing List.

Checklist Item	Description	Due Date	Action	Status
Funding Award Acceptance	Accept or Decline the Funding Award Accepter ou refuser l'attribution du financement	2025-07-10	Complete	Not Started
Final Report	Complete your Final Report Complétez votre rapport final	2026-03-04	Complete	Not Started



Note: the image may not reflect your specific situation. You may see different checklist items depending on your funding type; however, the process to complete these checklist items will be the same.



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Thank you!

