 

# IX Games of La Francophonie

# National Preselection Competition

# Digital Creation

## Guidelines

The Canada Council for the Arts is committed to equity and inclusion and encourages applications and nominations from culturally diverse artists, groups and organizations, official language minority communities, and people who are Deaf or who are living with a disability. As a result, the Council has adapted the guidelines for the Games to reflect its commitments. The Council recognizes and affirms the Aboriginal and treaty rights of the Indigenous peoples of this land and encourages First Nations, Inuit, and Métis individuals, groups, and organizations to submit applications and nominations under all its programs. The Council has established measures in all programs to support its commitments.

**Deadline –** **September 30, 2022**

**Background and competitions**

The competitions for the Games of La Francophonie will identify the artists who may make up Team Canada at the IX Games of La Francophonie, which are to be held in Kinshasa, Democratic Republic of Congo, from July 28 to August 6, 2023.

The Games, which take place every four years, have previously been hosted by Côte d’Ivoire, France, Lebanon, Niger, Canada, Madagascar, and Morocco. They are the only major international games to combine cultural and sporting competitions and are a celebration of youth and the international Francophonie. As is done with athletes, gold, silver and bronze medals will be awarded to the three winners of each culture-based competition.

Since Canada and the governments of Québec and New Brunswick are all members of the Organisation internationale de la Francophonie, the Canadian delegation to the Games of La Francophonie will be composed of three teams: Team Canada, Team Canada-Québec and Team Canada-New Brunswick.

The Department of Canadian Heritage is responsible for preparing Team Canada for the IX Games of La Francophonie and has commissioned the Canada Council for the Arts to run the national preselection competition for the cultural component. For more information, visit [Games of La Francophonie](https://www.canada.ca/en/services/culture/events-celebrations-commemorations/major-events-celebrations/games-francophonie.html)[.](https://www.canada.ca/en/canadian-heritage/services/games-francophonie-2017.html)

The cultural component of the Games features 11 disciplines:

* Hip-hop (Dance)
* Giant Puppets
* Freestyle Ball
* Painting
* Sculpture-Installation
* Photography
* Song
* Storytelling
* Original Dance
* Literature (Short Story)
* Digital Creation

**Applicants — Eligibility criteria**

To be eligible, the artist or each group member (as applicable) must:

* be a Canadian citizen (though not necessarily living in Canada at the time of the application);
* be between the ages of 18 and 35, and therefore was born between January 1, 1988, and January 1, 2005, inclusively (the age limit applies to singers, dancers and storytellers only, and not to the musicians, choreographers and technicians who accompany them);
* meet the Canada Council’s definition of a professional artist, which includes artists who:
	+ have specialized training in the artistic field (not necessarily from academic institutions),
	+ are recognized as a professional by their peers (artists working in the same artistic tradition),
	+ have a history of public dissemination or publication.

Ineligible applicants

* Permanent residents of Canada and any other person who is not a Canadian citizen
* Co-authors (the competition is open to individuals only)

Specific eligibility for Digital Creation

The artist/creator or group must have performed in public in a professional context at least once prior to the competition deadline of September 30, 2022.

A group is composed of two to three artists, including artist/creators, musicians, actors, dancers, technicians and IT or A/V specialists).

Proposed work

The artist or group must propose a performance for the Games that:

* is entirely in French;
* is a maximum length of 15 minutes;
* consists in an original audiovisual A/V performance projected on a big screen (16 x 9 or 4 x 3);
* must be able to be reproduced, arranged and refined live on stage;
* may borrow part (but not all) of an existing work or creation, or a work created by a third party, with the condition that the applicant submit the required supporting documents and permissions prior to the Games.

If the proposed performance has already been completed, it must have been created after July 28, 2021. The artist or the group may also propose a new work to be completed later.

**Assessment process**

Peer assessment is fundamental to the Canada Council’s decision-making process. Eligible applications will be assessed by a peer assessment committee made up of experienced individuals who are recognized by their peers as professional artists and arts professionals. Committee members will also be selected to reflect a balance of artistic specializations, Canada’s two official languages, First Nations, Inuit and Métis peoples, people who are Deaf or who are living with a disability, gender, age, and Canada’s regional and cultural diversity.

Results announcement

The international jury responsible for the final selection will publish a list of selected artists and groups on the Games website on December 16, 2022. Each candidate will be informed of the results of their application by email.

Assessment criteria

The committee’s decisions will be based on the general merit of your application, compared with that of all other eligible applications in the competition. Applications will be assessed according to the following criteria:

* Quality of the graphics
* Quality of the live presentation
* Inherent significance of the artistic theme/proposal
* Soundtrack
* Multimedia integration
* Synchronization of the visuals with the music/soundtrack.

**Participation in the Games**

Fixed fee and compensation

The selected artist/creator or group will receive a fixed fee of $5,000 towards the cost of preparing or creating the work. The artist/creator or each member of the group will receive an allowance of $1,000 for their participation in the Games. The Department of Canadian Heritage will cover travel, accommodation, and shipping costs. As a Team Canada member, the artist will be housed in the Games Village.

Competition

The competition consists of two rounds:

The elimination/qualifying round

* The new work will be publicly presented on a big screen (indoor or outdoor venue).
* Each competitor will be given 30 minutes of preparation time.
* Following their performance, each competitor will have 10 minutes with the jury to explain their process, if necessary, and receive any feedback and advice for future performances.

The final round

* Three finalists will have 15 minutes each to perform their work.
* The artist or group can refine their work and rehearse their performance prior to the competition.
* The event will take place on stage (indoor or outdoor venue) and will be open to the public.

The artist/creator or each group member agrees to:

* be in attendance for the duration of the Games;
* take part in a workshop, public rehearsals, conferences and demonstrations;
* in case of victory, accept that their work will be downloadable royalty-free on the Games website for one year following the event. The website will state the name of the author and the fact that these creations cannot be used for commercial purposes and provide proof or certification that will cover the period of dissemination of the project and authorize downloads.

Material/technical support during the Games

* A stage with basic sound, a computer, an Internet connection and projection equipment (big screen with computer)
* Rehearsal space (2-3 hours/day/competing group) up until the day of the competition
* A projection screen (minimum of 4 x 5m), and a video projector (minimum of 10,000 lumens)

Changes or cancellations

A major change or cancellation may be necessary to comply with public health measures or for any other reason beyond the Canada Council’s control. In such cases, applicants will be notified as soon as possible.

**Required information and supporting documents: What do I need to submit with my application?**

* Description of the performance
* Biography of the artist
* List of group members and a biography for each (if applicable)
* Press articles or reviews (if any)
* Portrait (photo) of the artist or group
* Description of, and link to, a three-minute video before an audience

**Submitting an application**

* The Canada Council for the Arts will decide on the eligibility of your application based on the information provided.
* You must provide all the requested information and supporting documents.
* You must submit only the required documents. Any additional documents will not be presented to the assessment committee.
* Choose your supporting documents carefully, as the committee members will have limited time to review each application.

### Instructions – How to apply?

Complete the application form and send it and all required documents **in a single email** to francophoniegames@canadacouncil.ca by 11:59 p.m. (local time), on September 30, 2022. Incomplete or late applications will not be assessed.

The maximum accepted file size is 25 MB (this includes all attachments). If you do not receive a confirmation email within three working days, please contact us.

#### Contact information

Odile Eda-Pierre

Program Officer, Games of La Francophonie

francophoniegames@canadacouncil.ca
1-800-263-5588 (toll-free) or 613-566-4414, extension 0

**Accessibility**

There are two types of support available to applicants who are Deaf or living with a disability, or who face other barriers and require accommodation.

**1. Application assistance**

You may be eligible for [Application Assistance](https://canadacouncil.ca/priorities/ongoing-priorities/equity/application-assistance) to pay someone to help you with the application process if you are experiencing difficulty and self-identify as:

* an artist who is Deaf, hard of hearing, has a disability or is living with a mental illness
* a First Nations, Inuit or Métis artist facing language, geographic and/or cultural barriers.

To obtain this assistance, contact the officer in charge four weeks before the deadline.

**2. Support for applicants selected to participate in the Games**

For the selected artists or group members who self-identify as Deaf or living with a disability, an additional amount of up to $1,000 to cover the cost of disability-related services and supports specifically required for participation in the Games may be provided.

**Personal information**

The personal information provided on this application will be used to deliver Canada Council programs, services or other activities.

The Canada Council may, with your consent, share personal information from grant applications or award nominations on a confidential basis with government institutions and other arts and cultural industry funding agencies. In such cases, only your name, contact information, field of practice and project description will be shared. This information is also used for research, reporting, program planning and evaluation, networking and economic opportunities, and for responding to federal government requests. To learn more about how your personal information is protected, please see our [Privacy Notice](https://canadacouncil.ca/about/public-accountability/privacy-notice?_ga=2.192786280.370262272.1657042394-1419272518.1657042394).

The *Privacy Act* gives individuals the right to access and make corrections to their personal information. The Canada Council for the Arts and the Department of Canadian Heritage, which are required to comply with the Act, protect all personal information by maintaining it in various dedicated banks. A description of these banks can be found in Info Source, a federal government publication available online. Under the *Access to Information Act*, all other information is available to anyone who requests it.

For this program, the Canada Council for the Arts requests that you provide your year of birth on the application form. Any other personal information provided by you on the application form will not be used to assess your application and will not be presented to the peer assessment committees.

The Canada Council will share only the preselected artists’ applications with the Department of Canadian Heritage and the Comité international des Jeux de la Francophonie. In France, the personal information provided by preselected artists will be protected by European Union laws.

To access or request corrections to your personal information, please submit a detailed written request to the ATIP Office:

Laurie Ann Pytura

ATIP Coordinator

Canada Council for the Arts

150 Elgin Street, P.O. box 1047

Ottawa, Ontario K1P 5V8

atip-aiprp@canadacouncil.ca

1-800-263-5588 or 613-566-4414, extension 4696

TTY: 1-866-585-5559

Fax: 613-566-4390

For more information on personal information and European Union laws, please contact:

**Comité international des Jeux de la Francophonie**

19-21 avenue Bosquet

75 007 Paris (France)

Telephone: 33 (0) 1 44 37 32 72

Fax: 33 (0) 1 44 37 33 48

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## Identification Form

 The information entered on this form will not be shared with the assessment committee.

### Applicant identification

Full legal name

[ ]  Ms. [ ]  Mr. [ ]  Other Year of birth

Full address

Telephone (specify) Telephone (specify)

Email Website

Language of communication with the Canada Council for the Arts [ ]  French [ ]  English

Would you like to be added to the Canada Council’s mailing list? \* [ ]  Yes [ ]  No

*\*This information will be used by the Council only, including for surveys.*

### Declaration

To be eligible, you must confirm the following statements:

* I am a Canadian citizen, as defined by Immigration, Refugees and Citizenship Canada;
* I am between the ages of 18 and 35 (born between January 1, 1988, and January 1, 2005, inclusively);
* I have carefully read the eligibility criteria for the competition, as set out in the guidelines, and both my performance and I meet them;
* I understand that I am responsible for seeking out information about and shouldering all ethical and legal responsibilities that may apply, as well as appropriate language-related or cultural intellectual property protocols, if any;
* I accept the rules and regulations and agree to abide by all decisions regarding this competition;
* I understand that the Canada Council and the Department of Canadian Heritage are subject to the [*Access to Information Act*](https://laws-lois.justice.gc.ca/eng/acts/a-1/index.html) and the [*Privacy Act*](https://laws-lois.justice.gc.ca/eng/acts/p-21/FullText.html), as outlined in the guidelines.

**If I am preselected, I understand that:**

* I must submit a passport photo, a photo of proof of identity or a signed statement from each member of the group confirming that they are Canadian citizens;
* a copy of my application will be sent to the Department of Canadian Heritage, as that is the organization responsible for the participation and management of Team Canada at the Games of La Francophonie, and to the Comité international des Jeux de la Francophonie, in France;
* the personal information I have submitted in this application will be protected by the laws of the European Union when it is sent to France.

[ ]  **I confirm that:**

* I agree with the declarations above;
* to the best of my knowledge, the declarations in my application are accurate and complete.

Nom Date

### Support for applicants selected to participate in the Games (if applicable)

For the selected artists or group members who self-identify as Deaf or living with a disability, an additional amount of up to $1,000 may be provided to offset the cost of disability-related services and supports specifically required for participation in the Games.

**As an individual artist or a member of the group,**

[ ]  I meet the criteria for this support and request it for my eventual participation in the Games.

[ ]  The services and support specifically required for participation in the Games include a person who can accompany me.

*The personal information collected on this form is stored in the Personal Information Bank for the CAC ART 202 program (see* [*Info Source | Canada Council for the Arts*](https://canadacouncil.ca/about/public-accountability/info-source)*). The information provided is protected.*

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## Application Form

The information you provide below will be shared with the peer assessment committee.

### Applicant identification

Full legal name

Town/city and province/territory

### Brief description

Brief description (10-15 words)

### Required documents

Please note that supporting documents you submit will not be returned to you by the Canada Council. They will be retained with your application until they are deleted in accordance with the Council’s retention policy.

* Description of the performance
* Biography of the artist
* List of group members and a biography for each (if applicable)
* Press articles or reviews (if applicable)
* Portrait (photo) of the artist or group
* Description of and link to a three-minute video before an audience

#### Instructions

For files:

* Format: .pdf, .doc. docx. (1 MB)
* Do not use punctuation marks, spaces or special characters in the file names, which should not exceed 45 characters.

For photos:

* Format: JPEG (.jpg, .jpeg) or PDF
* RGB colour mode
* Maximum size of 1.5 MB
* Minimum print size of 10 x 7 cm (approx. 4 x 3 in)

For videos (if applicable):

* Only supporting documents uploaded to [SoundCloud](http://www.soundcloud.com/), [Vimeo](http://www.vimeo.com/) or [YouTube](http://www.youtube.com/) will be accepted.
* Links must lead directly to your supporting documents and must not require any further browsing or downloading. URLs must be accessible throughout the assessment process.
* The Canada Council cannot be held responsible for links that do not work.
* Punctuation, spaces or special characters should not be used in the file names, which should be no longer than 45 characters.
* Test your material before submitting it to make sure that it works. It is your responsibility to ensure that all your material reaches the Canada Council intact and in the correct format.
* We do not accept compressed files such as .zip, .rar, .7 zip, .htm, .html or executable files such as .exe, .com, etc.

For audiovisual files:

* File names should be presented as follows: initialsyeartitle.jpg (applicant’s initials, year of production, title of work).
* Punctuation, spaces or special characters should not be used in the file names. File names should not contain more than 45 characters.
* Compatible with VLC Media Player (for more information, see [www.videolan.org/vlc/](http://www.videolan.org/vlc/))
* Maximum of 60 frames per second
* Maximum resolution of 1080p (or 1920 x 1080 aspect ratio)
* Maximum size of 4 GB

#### Description of digital materials

Provide the information requested in the tables below for the digital images and video you are submitting.

#### Digital images

| No. | Title of the work  | Creator | Client or owner | Date |
| --- | --- | --- | --- | --- |
| 01 |  |  |  |  |
| 02 |  |  |  |  |
| 03 |  |  |  |  |
| 04 |  |  |  |  |
| 05 |  |  |  |  |
| 06 |  |  |  |  |
| 07 |  |  |  |  |
| 08 |  |  |  |  |
| 09 |  |  |  |  |
| 10 |  |  |  |  |
| 11 |  |  |  |  |
| 12 | Title of the work  |  |  |  |
| 13 |  |  |  |  |
| 14 |  |  |  |  |
| 15 |  |  |  |  |

#### Video (if applicable)

| Title of the work  | Creator | Year | Length | Format |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |

## Checklist

Use this checklist to confirm that you have completed all relevant sections of the form and attached all required supporting documents.

You must attach the following information and documents to your application in the order in which they are listed below.

[ ]  **Identification Form (confidential)**

* Declaration

[ ]  **Application Form (for the assessment committee)**

* Identification
* Brief description

[ ]  **Required documents (see instructions above)**

* Description of the performance
* Biography of the artist
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