SUPPORTING ARTISTIC PRACTICE:

Professional Development for Arts Professionals

The **Professional Development for Arts Professionals** of *Supporting Artistic Practice* supports the career growth of Canadian arts professionals by encouraging knowledge-sharing and participation in a wide range of development opportunities. Grants fund activities that contribute to the advancement of Canadian arts professionals.

You may be eligible for [Application Assistance](http://canadacouncil.ca/commitments/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.

**Grant type** –[**project**](http://canadacouncil.ca/glossary/project)

**Deadline(s) and notification of results** – Consult the [**Deadlines and Notifications of results**](https://canadacouncil.ca/funding/grants/deadlines) page

Submitting your application as early as possible is recommended in order to enhance your chances of receiving your results before the start date of your project/activity.

**Grant amount** –Up to $10 000

**Application limits** – You can apply to this component twice per year (1 March – 28/29 February)

There are [**limits on the number of applications you can submit**](http://canadacouncil.ca/funding/grants/guide/apply-to-programs/annual-application-limits) to the Canada Council for the Arts per year.

# I want to apply – What else do I need to know?

If you have not already done so, you must register in the [**portal**](https://apply.canadacouncil.ca/Default2.aspx)at least 30 days before you want to apply.

# Applicants – Who can apply?

Types of potential applicants to this component include:

* arts professionals (those who play non-artistic roles such as administrators, technicians, etc.)
* cultural connectors

Your eligibility to apply to this component is determined by the validated profile created in the portal.

You may be considered for [**prizes**](http://canadacouncil.ca/funding/prizes) based on information submitted with your application and your applicant profile. If you do not want to be considered for prizes, email prizes@canadacouncil.ca with OPT OUT in the subject line.

# Activities – What can I apply for?

Professional development activities or sharing expertise with other Canadian arts professionals, including but not limited to:

* mentorships
* internships
* specialized training
* taking or giving workshops
* research
* participation in conferences, seminars or other significant events

**You can’t apply for** activities that occur before your project start date, those that receive funding from another Canada Council program or those on the [**general list of ineligible activities**](http://canadacouncil.ca/funding/grants/guide/apply-to-programs/general-list-of-ineligible-activities).

# Expenses – What is eligible?

* Travel costs, per diem and accommodation generally based on [**fixed amounts**](http://canadacouncil.ca/funding/grants/guide/apply-to-programs/fixed-amounts-for-travel-costs) and other direct costs such as subsistence and registration fees.

# Assessment – How are decisions made?

Your application to the **Professional Development for Arts Professionals** component of *Supporting Artistic Practice* will be assessed by an [**internal committee**](http://canadacouncil.ca/glossary/internal-committee) on the following weighted criteria, and must receive a minimum score **in each category** to be considered for a grant:

**Impact** **40%** (minimum score of 25 out of 40)

The potential of the project:

* to contribute to your development and support of the arts
* to generate future opportunities for professional growth

**Relevance 40%** (minimum score of 25 out of 40)

* The project rationale, including timeliness and suitability of the activity
* The suitability of the partners or host organizations involved, if any

**Feasibility** **20%** (minimum score of 10 out of 20)

* The capacity and experience you and your partners or host organizations have to undertake the project

**Required information and support material – What you need to apply**

Once registered in the portal, you will need to provide information about:

* your project and its potential impact
* your budget
* the partners, training institutions or host organizations, if any

You will also need to include:

* a biography of mentors, if any

# Grant payment and final reports

If your application is successful, the first step in receiving your grant payment is to complete the Grant Acceptance Form. Click [**here**](http://canadacouncil.ca/funding/grants/guide/if-you-receive-a-grant) for more information on the responsibilities of grant recipients.

A final report will be due 3 months after you complete the project.

# Contact information

You are encouraged to speak with a **Canada Council Program Officer** before submitting an application to this component for the first time.

PREVIEW: Application Form

This is not an official application form. You must use the portal to apply.

Use simple text formatting if you prepare your application outside of the portal. Formatted text uses additional characters, and some formatting may be lost when copied over.

 = required

## GRANT DESCRIPTION

1. **Give your application a name.** (approximately 10 words)

The name you provide is for your reference and will identify this grant application in your dashboard.

1. **Provide a one-sentence summary of your project.** If possible, use the format ACTIVITY, EVENT (if relevant) and PROJECT DATES. (approximately 25 words)

For example, “To participate in the ABC conference in Toronto from month/year to month/year.”

This summary will be used in the Canada Council’s official reporting.

1. **Project start date**

This date must be after the date you submit your application.

1. **Project end date**
2. **What art form(s), style(s), genre(s) and/or expression(s) are most relevant to this application?** (approximately 25 words)

Some examples include: hip hop, experimental music, theatre for young audiences, throat singing, documentary film, fine craft, new media, children’s illustrated book, circus aerial acrobatics, transdisciplinary arts, Deaf theatre.

This information helps the Canada Council collect examples of art forms and practices in Canada and will not be used for assessing your application.

1. **Describe your project.** (approximately 250 words)
2. **Why do you wish to complete this project? Why is it important at this time and with these partners/host organizations (if any)?** (approximately 250 words)
3. **How will this project:** (approximately 250 words)
* **contribute to your development and support of the arts?**
* **generate future opportunities?**
1. **Describe the registration process, if any, or how you were chosen to participate in the activity**. **Also describe where you are in the process.** (approximately 100 words)

Have you registered? Are you waiting for an answer? Have you been accepted?

1. **If there is anything that has not been asked that is essential to understanding your application, provide it here.** (approximately 250 words)

Do not use this space to provide additional information related to earlier questions.

1. **If your proposed activity touches upon Indigenous traditional knowledge, linguistic or cultural intellectual property, please describe your relationship to this content and how appropriate protocols are/will be observed or addressed.** (approximately 100 words)
2. **If you have applied to a different component for overlapping activities or expenses, please indicate the component and submission date.** (approximately 10 words)

## BUDGET

1. **Complete the Budget document.** 
2. **Grant amount requested** (maximum of $10 000)

This amount must match the requested amount in your completed budget. Do not include expenses that are not eligible in this component.

If successful, you might not be awarded the full amount requested.

## REQUIRED DOCUMENTS

1. **Attach a one-page biography of the mentors you are working with, if applicable.**
2. **Attach information about the partners, training institutions or host organizations, if applicable.**

1-page maximum per partner, training institution or host organization.