EXPLORE AND CREATE:

Concept to Realization

The **Concept to Realization** component of *Explore and Create* supports the full creative cycle – from the initial idea through to presentation, at any stage of the creative continuum. Canadian artists, artistic groups and arts organizations can apply to create projects intended for presentation. Grants provide support for artistic research, creation, project development, remounts, production post-production and presentation.

You can apply for:

* a project grant for a single project
* a composite grant for a 1-3 year grant for multiple projects.

You may be eligible for [Application Assistance](https://canadacouncil.ca/funding/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)or [composite](http://canadacouncil.ca/glossary/composite-grant)

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

**Grant amount**

* Project requests – Normally up to $60 000, exceptionally up to $100 000 (see below)
* Composite requests – Normally up to $60 000 per year, exceptionally up to $100 000 (see below) (to a maximum of $300 000 over 3 years)

Most grants are no more than $60 000 (or $60 000 per year for composite grants). Exceptionally, higher amounts may be considered for activities that have elevated costs due to the duration of the project, number of people involved, and/or technical or other requirements related to the artistic practice.

**Application limits**

* You can apply to this component once per year (1 January to 31 December).

# 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:

* artists
* artistic groups and collectives
* artistic organizations
* visual arts publishers

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

To be eligible for a composite grant, you must have received at least 1 composite or 2 project grants from the Canada Council in the last 5 years. This excludes grants from the following components: Professional Development, Small-Scale Activities, Travel, Representation and Promotion, Translation, Creation Accelerator, Frankfurt initiatives, Digital Originals, Digital Now, Digital Generator, COVID-19 Emergency Support Fund, Grow Stage 1 and the Canada-Korea Connections Fund.

Applicants with a New/Early Career Artist profile are not eligible to apply for composite grants.

Organizations presently receiving core grants cannot apply to this component.

If you are an individual working with a group or organization that is receiving or will be requesting a composite or core grant from *Explore and Create*, you may only apply to this component for support of a personal project that is not associated with the activities of the group or organization. Before applying, you are encouraged to contact a program officer to confirm the eligibility of your project.

For individuals only: 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?

Support for creative research, project development, creation and production that result in:

* a public presentation
* a confirmed exhibition
* a media arts or digital arts production ready for dissemination
* (an) artist book(s) for **visual arts publishers** or **visual artists**
	+ literary writing projects are not eligible
	+ self-publishing and author-subsidized publishing of literary works are not eligible

Applicants with projects for creative research and project development that do not involve production, post-production, or exhibition of a final work must apply to **Research and Creation.**

**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). Please note that activities that are carried out to satisfy the course requirements of an educational institution are not eligible.

When determining your project start date, individuals should be aware that according to the Canada Revenue Agency (CRA), expenses incurred in the year immediately before a grant is received are only deductible from the grant if they are incurred after the artist has received notification that the grant will be paid. For more information about income taxes and your grant, please refer to our [website](http://canadacouncil.ca/).

# Expenses - What is eligible?

Direct costs related to the activity, including:

* professional fees or compensation for working on the project (for you and the people you hire)
* child/dependent care costs if required to complete the activities (not including regular, ongoing expenses)
* equipment purchases required specifically for the activity (not including equipment related to a building)

o   maximum of $1,000 per item purchased

o   total combined cost up to 10% of the grant awarded.

# Assessment - How are decisions made?

Your application to the **Concept to Realization** component of *Explore and Create* will be assessed by a [peer assessment committee](http://canadacouncil.ca/glossary/peer-assessment-committee) representing a discipline or group of disciplines on the following weighted criteria, and must receive a minimum score **in each category** to be considered for a grant:

**Artistic Merit** **50%** (minimum score of 35 out of 50)

* The artistic quality of your work
* The artistic rationale for your project
* The potential artistic outcomes

**Impact** **30%** (minimum score of 15 out of 30)

The potential of the project to:

* contribute to your or your group’s artistic development
* advance artistic practice
* build public interest in and knowledge of the artistic practice

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

* Your capacity and experience to undertake the project
* A reasonable budget, including other revenue sources, efficient use of resources and the ability to provide adequate working conditions

# 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
* the key artist(s) leading the project and short biographies
* your plans for distribution, exhibition, dissemination and promotion
* professional fees and safe working conditions for the hired artists and technical staff (if applicable)
* your timeline
* your budget

You will also need to include:

* samples of previous work(s) or the work-in-progress
* confirmation of support from partners, a presenter, producer, exhibitor or, if applicable, a [co-production](https://canadacouncil.ca/glossary/co-production) agreement
* relevant document related to your project

# 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](https://can01.safelinks.protection.outlook.com/?url=http%3A%2F%2Fcanadacouncil.ca%2Ffunding%2Fgrants%2Fguide%2Fif-you-receive-a-grant&data=04%7C01%7CSarah.Rushton%40canadacouncil.ca%7Cc551e58c81d64721a45108d9bc192afa%7Cdc22f593f4374ec79e1c33b95d924361%7C0%7C0%7C637747638537865262%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000&sdata=IcKw8AXgOO0xhfwI1uwFMEkBKeWCPBfbV28A9FYaWqg%3D&reserved=0) for more information on the responsibilities of grant recipients.

For composite grants: Please note that you will receive your first payment after 1 April. Remaining payments, if applicable, will be paid out, after 1 April in subsequent years.

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

# For composite grants: You must submit a project update form 3 months after the end of each year of your activities except for the final year of your project, when you must submit a final report within 3 months of its completion.

# 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. **For groups and organizations, provide the name of the contact person responsible for this application.**
2. **Provide a one-sentence summary of your project. If possible, use the format ACTIVITY, PERFORMANCE and DATES.** (approximately 25 words) **\***

For example, “To create WORK A for presentation in Vancouver planned for month/year”.

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

1. **Start date \***

For project requests, this date must be after the date you submit your application.

For composite requests, this date must be after the deadline date.

1. **End date \***
2. **Grant type \***

🞆 **Project** 🞆 **Composite**

To be eligible for a composite grant, you must have received at least 1 composite or 2 project grants from the Canada Council in the last 5 years. This excludes grants from the following components: Professional Development, Small-Scale Activities, Travel, Representation and Promotion, Translation, Creation Accelerator, Frankfurt initiatives, Digital Originals, Digital Now, Digital Generator COVID-19 Emergency Support Fund, Grow Stage 1 and the Canada-Korea Connections Fund.

1. **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, 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 proposed activities, including the rationale for your artistic choices or the inspiration for the new creative work(s). Indicate when and where you plan to show the work.** (Project – approximately 750 words; Composite – approximately 1500 words) **\***

Include information about the key artist leading the projects. For media arts and digital arts projects, details about when and where you plan to show the work are not required.

1. **Briefly outline your work plan, including timeline** (Project – approximately 250 words; Composite – approximately 500 words) **\***

Identify key steps and the dates for their completion.

1. **How will your activities:** (Project – approximately 250 words; Composite – approximately 500 words) **\***
* **contribute to your, or your group’s, artistic development?**
* **advance artistic practice?**

Consider the following questions, as applicable: What types of artistic risks will you be taking? Are you exploring a traditional artistic practice in a new way? Will you be using technology in an innovative way or experimenting with new models of dissemination?

**If applicable, how will your activities build interest in and knowledge of the artistic practice? Are your activities targeted to a specific public?** (approximately 500 words)

1. **If you are hiring artists, explain how you determine the fees to be paid.** (approximately 250 words)

If you are hiring artists, you must pay professional artist fees. This may be governed by industry standards or union rates.

1. **If applicable, how will you ensure safe working conditions for those involved in your activities?** (approximately 100 words)
2. **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)
3. **Describe your distribution, exhibition or dissemination plans and, if applicable, your promotional plans.** (approximately 100 words) **\***
4. **If there is anything that has not been asked that is essential to understanding your application, provide it here.** (approximately 250 words)

You may wish to explain specific requirements related to your artistic practice or the regional context in which you work, for example.

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

1. **You are responsible for complying with any regional and/or national public health and travel measures when carrying out activities funded by the Canada Council. If there are currently public health or travel measures that impact your project, describe what precautions you are taking to comply with these measures.** (approximately 250 words)

## BUDGET AND APPENDICES

1. **Complete the Budget and Appendices document.** **\***
2. **Grant amount requested \***

Project requests – up to $60 000, exceptionally up to $100 000
Composite requests – up to $60 000 per year, exceptionally up to $100 000
(to a maximum of $300 000 over 3 years).

Higher amounts may be considered for activities that have elevated costs due to the duration of the project, number of people involved, and/or technical or other requirements related to the artistic practice.

This amount must match the requested amount in your completed budget. If successful, you might not be awarded the full amount requested. Do not include expenses that are not eligible in this component.

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

## REQUIRED DOCUMENTS

## If your project involves artistic collaborators, communities, a co-producer, producing partner, presenter or exhibitor, provide an agreement or a copy of a letter/email that indicates how the partner is involved and how they are supporting your project.

Only one document can be submitted in this section. Save all letters into one file. Additional documents can be added to the Support Material section, if needed.

## SUPPORT MATERIAL

1. **You must submit at least 1 item of support material, and any other relevant documents related to your project.** **\***

Support material should be your current work/activities with a relationship or relevance to the grant application; it may also include the work/activities of other key artists or partners. You may choose to include earlier work/activities to provide a context for your application.

Assessment committee members are instructed to view as much material as they need in order to make an informed decision; generally, this is up to 10 minutes.