




The Creation Grant program is designed to provide assistance to professional New Brunswick artists for the research, development and execution of original projects in the arts. Creation Grants are intended to allow artists to devote some or most of their time to research and creative production.

#### APPLICATION DEADLINES:

April 1, October 1

If either of these dates falls on a weekend or statutory holiday, the deadline moves to the next business day. Your completed application and all support material must be postmarked on or before the deadline date.

#### ELIGIBILITY CRITERIA:

An applicant is eligible to apply for a Creation Grant when he or she:

- meets the definition of professional artist as set out by the **artsnb** as well as the criteria for the discipline in which they apply;
- has resided in New Brunswick for at least one year immediately preceding the deadline date and;
- presents a project which meets the criteria of the program.

#### “A” GRANTS:

For senior artists who have achieved a superior level of accomplishment and who have made a nationally or internationally recognized contribution to their discipline or to the arts in general;

##### *Levels of Funding*

An artist may receive up to a maximum of \$15,000 per year as long as the previous approved project is completed. Up to six “A” grants will be awarded per year.

For the purposes of subsistence costs for “A” Grant, artists must demonstrate that they are full-time artists. Artists who have full-time positions and are requesting subsistence in this category must take work-leave for the period of the funded project.

#### “B” GRANTS:

For Mid-Career artists who have been practicing professionally in their discipline or in the arts for a sustained period of time, and are able to demonstrate a regionally or nationally recognized contribution to their discipline or to the arts in general;

##### *Levels of Funding*

An artist may receive up to a maximum of \$7,000 per year as long as the previous approved project is completed.

#### “C” GRANTS:

For emerging artists who are striving to achieve a professional level in their discipline, and who can: demonstrate their commitment to the development of specialized skills or knowledge in their discipline; demonstrate their commitment to the achievement of a professional level in their discipline through training, mentorship, or peer recognition; and who are producing a growing repertoire or body of work.

##### *Levels of Funding*

An artist may receive up to \$3,500 per year.

“C” category artists may receive up to a maximum of \$7,000 after which they must apply in the “B” category. They may apply for a second grant after one year from receiving their last “C” grant. This second grant must be for a new project and not for the continuation of the first project funded.

Artists applying in this category and first time applicants are strongly encouraged to request two letters of recommendations; however, they will not be disqualified if no letters are received.

#### DEFINITION OF A PROFESSIONAL ARTIST:

- An individual who has specialized training in an artistic discipline (not necessarily in academic institutions), and who is recognized as such by her or his peers (artists working in the same artistic discipline), who is committed to devoting more time to the artistic activity if financially feasible, and who has a history of public presentation in a professional context.

- Practices an art and offers services in exchange for remuneration as a creator, as a performer, or as a director in one or more of the following arts disciplines: theatre, dance, music, visual arts, literary arts, craft, media arts.
- Satisfies three of the following criteria, including one of those set out in paragraphs 1, 2, 3, and 4:
  1. the artist receives or has received remuneration for works, notably in the form of sales, royalties, commissions, fees, residuals, grants, or awards that can reasonably be considered an integral part of the income that the artist earns from his/her professional activity;
  2. the artist has made earnings or suffered losses resulting from the exploitation of his/her works and corresponding to the whole of his/her artistic career;
  3. the artist has received tokens of professional recognition from the public or peers, notably honorable mentions, awards, bursaries, or critical attention in the media for his/her work;
  4. the artist has earned a degree, diploma or certificate in fine arts or creative writing from a recognized institution;
  5. the artist has presented works to the public through exhibitions, performing arts activities, publications in book form or in periodicals, invited readings, production and/or broadcast of creative scripts by theatre, radio, or television, showings, or any other means corresponding to the nature of the works;
  6. the artist is represented by an art dealer, a publisher, an agent, or other similar representative, depending on the nature of his/her activity;
  7. the artist has signed a service contract with a producer;
  8. the artist devotes a reasonable percentage of his/her professional activity to promoting and marketing works, attending auditions, seeking patrons or agents, submitting work to publishers, magazines, theatres, radio, and television, and other similar efforts, depending on the nature of his/her activities.
- Artists who have already received funding must submit a final report for approval for the funded project before applying for a new grant.
- Artists who have an outstanding final report and who have exceeded the prescribed time limit are **ineligible for any other artsnb grants** until this final report is submitted and approved. (see section entitled **CONDITIONS OF PARTNERSHIP** article 4 on page 9 for details)
- An artist may apply for funding for a collaborative project involving a collective of artists. The grant will, however, be issued to the coordinator of the project and be considered a grant to that individual. Letters of agreement with the artists involved in the project must accompany the application for funding.
- An artist may only apply in one category (“A”, “B”, or “C”).
- An artist in the “A” category may receive up to a maximum of \$15,000 per year as long as the previous approved project is completed.
- An artist who has received an “A” grant may no more apply for a “B” grant.
- An artist in the “B” may receive up to a maximum of \$7,000 per year as long as the previous approved project is completed.
- An artist in the “C” category may receive up to a maximum of \$7,000 in any two year period.
- Artists may receive a maximum of two “C” grants after which they must meet the criteria of eligibility for a “B” grant.
- “C” category artists may receive up to a maximum of \$7,000 after which they must apply in the “B” category. “C” category artists may apply for a second grant after one year from receiving their last “C” grant. This second grant must be for a new project and not the continuation of the first project funded.
- Projects produced for the purposes of Academic credit are not eligible.
- Artists may not submit more than one application per competition within any program.
- Projects may not be funded retroactively. Projects may, however, begin in the period between the date of the competition deadline and receiving funding.
- It is the responsibility of the artist to submit all required support material including letters of recommendation by the deadline date.
- Literary translation is recognized as an artistic discipline at the “B” level only.
- Graphic novels, comic strips, and illustrated children’s books are eligible as multidisciplinary projects.

#### RESTRICTIONS:

- Artists employed with private or public organizations or institutions may apply on their own behalf, on condition that their project is not part of their work as an employee of the organization or institution.
- Students attending an educational institution on a full-time basis are not eligible.
- Artists who present a project in a discipline other than the one in which they normally conduct their career must have at least one presentation or work in that discipline in a professional context.

## CRITERIA BY DISCIPLINE:

The criteria that distinguish an emerging artist from a mid-career artist from a senior artist may vary with regard to artistic disciplines. To that end the following criteria are provided to assist artists in determining to which category they should apply.

### Visual Arts

Eligible genres of visual arts include those whose intent and/or content places creativity, self-expression and/or experimentation above the current demands and format expectations of the mainstream industry, and has a significance that extends beyond being solely a form of entertainment.

#### *Eligible projects:*

- Visual arts include the work of visual artists in painting, sculpture, printmaking, photography, performance, installation, environmental art.

#### *Ineligible projects:*

- Journalistic and commercial photography
- Illustration and /or graphic design
- Promotional material and packaging such as CD covers
- Film and video

#### *Definitions:*

Emerging artists in visual arts are those visual artists at an early stage in their career who have created a modest independent body of work and have made a locally recognized contribution to their discipline through public presentation of their work.

Mid-career artists in visual arts are those who have created an independent body of work and have made a regionally or nationally recognized contribution to their discipline through public presentation of their work outside their local community. This category should require at least seven years of professional arts practice after basic training in the field.

Senior artists in visual arts are those at a mature stage in their careers who have created an extensive independent body of work and have made a nationally or internationally recognized contribution to their discipline through public presentation of their work, have achieved recognition through shows and exhibitions, and have received accolades, awards and reviews. This category should require at least 15 years of professional arts practice after basic training in the field.

### Craft

Eligible genres of craft include those whose intent and/or content places creativity, self-expression and/or experimentation above the current demands and format expectations of the mainstream industry, and has a significance that extends beyond being solely a form of entertainment.

#### *Eligible Projects:*

- Craft in all mediums is eligible except work produced exclusively for commercial production. Craft includes the work of artists who work in traditional materials such as textiles, clay, wood, glass, or metal.

#### *Ineligible projects:*

- Work produced exclusively for mass production or produced in multiple numbers

#### *Definitions:*

Emerging artists in Craft are those craftspeople, at an early stage in their career that have created a modest independent body of work and have made a locally recognized contribution to their discipline through public presentation of their work.

Mid-career artists in Craft are those who have created an independent body of work and have made a regionally or nationally recognized contribution to their discipline through public presentation of their work outside their local community. This category requires at least seven years of professional arts practice after basic training in the field.

Senior artists in Craft are those at a mature stage in their careers who have created an extensive independent body of work and have made a nationally or internationally recognized contribution to their discipline through public presentation of their work, have achieved recognition through shows and exhibitions, and have received accolades, awards and reviews. This category requires at least 15 years of professional arts practice after basic training in the field.

### Dance

Eligible genres of dance include those whose intent and/or content places creativity, self-expression and/or experimentation above the current demands and format expectations of the mainstream industry, and has a significance that extends beyond being solely a form of entertainment.

#### *Eligible Projects:*

- Choreography projects for presentation or development in a professional context

*Ineligible projects:*

- Choreography for presentation or development by amateur dance groups

*Definitions:*

Emerging dance professionals are those who have completed their basic training (as defined by the standards of their dance form), are ready to undertake a professional career and have had some professional experience. They should have accreditation from a nationally or internationally accredited institution. For dancers, this means having performed in at least one professional public presentation where they were paid a fee. Choreographers should have presented at least three works publicly in a period of no less than three years.

Mid-career dance professionals are those who should have had a professional career for at least five years, are recognized regionally or nationally by peers within their artistic tradition and/or discipline, and are recognized for their contribution to the field of dance.

Senior dance professionals should have had a substantial impact on the field of dance nationally or internationally, have been actively engaged in the professional dance milieu and have sustained a career for a minimum of 15 years. The entire body of work of the artist will be taken in consideration, i.e. choreography, interpretation or research. Demonstration of accolades in the field should be provided.

**Literary Arts**

Eligible genres of literary arts include those whose intent and/or content places creativity, self-expression and/or experimentation above the current demands and format expectations of the mainstream industry, and has a significance that extends beyond being solely a form of entertainment.

*Eligible projects:*

Projects in the fields of novel, short story, poetry, children's literature, literary non-fiction (**Note:** For this field, the project must appeal to a wide audience in contrast with academia.), and literary translation. Literary artists working in oral traditions are also eligible. They must be recognized as professionals by their peers (artists who work in the same artistic tradition), have specialized training in the field (not necessarily in academic institutions) and have been paid for their work.

*Ineligible projects:*

- Illustration or graphic design

- Works produced as academic work
- Journalism and criticism
- Publishing and printing costs
- Third party editing costs
- Revisions of works that have been already created

*Definitions:*

Emerging writers should have published at least one book with a professional publishing house or at least 10 poems or at least 3 short stories or 3 works of literary non-fiction in recognized literary magazines or periodicals.

Mid-career writers should have published at least two solo authored books with a professional publishing house.

Senior writers should have published at least 4 solo authored literary books with a professional publishing house and have national or international recognition. The writer must be the recipient of accolades, awards, and reviews. This material should be included with the application. Major literary awards will be taken into consideration.

**Media Arts**

Eligible genres of media arts include those whose intent and/or content places creativity, self-expression and/or experimentation above the current demands and format expectations of the mainstream industry, and has a significance that extends beyond being solely a form of entertainment.

*Eligible projects:*

- Media Arts is defined as the use of film, video, computer, or other media technologies in the creation of a work of art.
- Scriptwriting projects

*Ineligible projects:*

- Projects eligible for funding at NFB and Film NB
- Projects specifically commissioned for television or produced specifically for television
- Documentary film projects of an educational or pedagogical nature
- Film projects documenting NB
- Music videos
- Major film projects intended for commercial distribution

*Definitions:*

An Emerging artist in Media Arts is one who should have less than three years of practice and who has created and released at least one independent work in a professional context, and has completed

basic training. The basic training in media arts can be formal (university or college studies) or informal (production courses, workshops, hands-on experience in media arts production, etc.).

A Mid-career artist is one who should have been practicing in this discipline for at least three years and who has created and released more than one independent work in a professional context.

A senior artist is one who should have at least seven years of practice in this discipline and who has created and released a body of independent work in a professional context and have national or international recognition.

### **Classical Music**

Eligible genres of classical music include those whose intent and/or content places creativity, self-expression and/or experimentation above the current demands and format expectations of the mainstream industry, and has a significance that extends beyond being solely a form of entertainment.

#### *Eligible projects:*

- In classical music, professional musicians include; instrumentalists, singers, composers, choir, orchestra and ensemble conductors, and opera stage directors.
- For instrumentalists, artists must demonstrate the creation component in the project.
- Commissions for instrumentalists and singers

#### *Ineligible projects:*

- Recording projects

#### *Definitions:*

Emerging artists in classical music are those who have completed their basic training (university graduation or equivalent in specialized training) and are ready to undertake a professional career.

Mid-career artists are no longer full-time students and will have completed their formal studies at least five years prior to applying to this program. They must have had an active professional career for at least five years.

Senior artists are those who have made a nationally or internationally recognized contribution to music over a number of years and are still active in their profession.

### **Non-classical Music**

Eligible genres of non-classical music include those whose intent and/or content places creativity, self-expression and/or experimentation above the current demands and format expectations of the

mainstream industry, and has a significance that extends beyond being solely a form of entertainment.

#### *Eligible projects:*

- Composition and songwriting.

#### *Ineligible projects:*

- Recording projects.

#### *Definitions:*

Emerging artists are those who have completed their basic training (university graduation or equivalent in specialized training), meet the definition of professional artist, and who can present evidence of professional composition and/or songwriting work.

Mid-career artists should have had an active professional career in composition and / or songwriting for at least five years.

Senior artists are those who should have made a nationally or internationally recognized contribution to music over a number of years and are still active in their profession.

### **Theatre**

Eligible genres of theatre include those whose intent and/or content places creativity, self-expression and/or experimentation above the current demands and format expectations of the mainstream industry, and has a significance that extends beyond being solely a form of entertainment.

#### *Eligible projects:*

- The writing of new plays
- The original direction or stage adaptation of a play by a New Brunswick playwright

#### *Ineligible projects:*

- Improvisational theatre
- Works produced in a non-professional context.
- Theatre production costs

#### *Definitions:*

Emerging artists are in the early stages of their theatre practice following training and are seeking to create and /or present an independent work; Aspiring directors must possess some experience as assistant or apprentice director. Playwright applicants must have written at least one play that has been produced or has been the subject of a workshop.

Mid career artists have at least 5 years in professional theatre during which a playwright must

have produced 2-5 plays that have been solicited for production rather than self-produced. Directors must have directed 2-5 plays.

Senior artists must have at least 10 years of professional theatre practice. A playwright will have had 6 or more plays produced and a minimum of one play published. Such a playwright will have achieved national or international recognition. Directors must have directed at least 6 plays in recognized professional theatres.

#### ELIGIBLE EXPENSES (ALL DISCIPLINES):

- **Subsistence:**

- Up to a maximum of \$1,500 per month

- **Execution cost:**

Costs related to the realization of the project up to the production stage including costs for commissions and the purchase of rights. However, exhibition, framing, publishing and pressing costs are not eligible.

- **Travel and transportation:**

Transportation:

- Fares for bus, plane, train, etc.;
- Distance allowance (39¢ per kilometre for personal vehicle when one way distance from residence is greater than 150 km)

Meals:

- \$40.50 per day within the province
- \$60 per day for major cities in Canada and United States
- \$100 per day for all other international destinations

Accommodations:

- Up to \$80 per day
- Up to \$125 per day in major centres; **or**
- \$25 per night for billeting allowance

Packing and shipping.

#### APPLICANT RESPONSIBILITY:

It is the responsibility of each applicant to ensure that all materials required to complete his or her file are received by **artsnb**, or postmarked, by the deadline of the competition.

*Applicants must forward to **artsnb** a complete file containing:*

- a program application form duly completed, and
- all the required support material and samples of work stated under the headings "**Requirements**" and "**Samples of Work.**"

#### REQUIREMENTS:

**Please note:** All applications must be submitted in loose sheet format to facilitate reproduction. All pieces must be photocopied clearly on 8 ½ x 11 paper – Binders, folders, and plastic covering will not be returned. Pieces larger than 8 ½ x 11 will be treated as excess support material and may not be presented to the jury.

#### All applicants must provide:

1. Application form including budget for proposed work.
2. Resume (CV) or biography (max. 4 pages).
3. A 250 word description of the project for which funding is requested.
4. 4 copies of all samples of work.
5. Information on the submitted samples of work (digital still images list, details on DVD, CD, etc.).
6. CV of any other artists participating in the project (max. 4 pages) - if applicable.
7. Letter of agreement with the additional participant - if applicable
8. Critical reviews, press clippings, awards, etc. - photocopied clearly on 8 ½ x 11 paper – (max. 4 pages).
9. Letters of recommendation - optional
10. **For commissioned work:** Letter of agreement with the proposed artist and résumé of the proposed artists.
11. **For purchase of rights:** Letter of agreement which stipulates the rights to be purchased and the agreed price, and which describes the proposed subject.
12. A self-addressed and **sufficiently** stamped envelope large enough to contain all support material for the return of samples of work. **Works accompanied with envelopes bearing insufficient postage will not be returned.** It is the responsibility of the applicant to ensure that materials can be returned without damage.

#### LETTERS OF RECOMMENDATION:

Artists applying in the "C" category and first time applicants are strongly encouraged to request two letters of recommendation supporting their application. They will not, however, be disqualified if no letters are received. Letters of recommendation should be provided by fellow practitioners in the same artistic field and who exhibit experience and expertise in said artistic field.

Appraisers should be given a copy of the form entitled "Letter of Recommendation" and be asked to return it, duly completed, to **artsnb** within one week following the deadline. Letters of recommendation arriving late will not be included in the material presented to the jury.

**SAMPLES OF WORK:**

All applicants are required to submit 4 copies of all their samples of work (and samples of the work of the proposed artist(s) if applicable) with accompanying descriptions or synopses. Do not send original works of art; they will not be presented to the jury.

Emerging artists should not present their student work to the jury. The samples of work should be created since leaving school or university.

Carefully edit the materials you present. The specified maximums will be enforced strictly. Required samples (with a specified maximum) will be presented to all the members of the jury. Any additional samples sent will be supplied only to the specialist juror representing its discipline on the jury.

**Note:** Please write your name on each item that you are sending, and bear in mind that the technical quality of the material might influence the recommendation of the jury. Your samples of work will only be returned once your application has been evaluated and if an appropriately self-addressed and stamped envelope is provided with the application.

**Required samples of work:****Music**

- 4 copies of a recent sound recording on CD only (max. 10 minutes);
- a brief synopsis of contents. **or**
- **Composition applicants only**
- 4 copies of music scores (max. 10 pages)

**Theatre, Dance and Storytelling**

- 4 copies of a DVD-ROM with viewing instructions (max. 10 minutes) (Videotapes are no longer accepted.);
- a brief synopsis of content. **or**
- **Playwrights and scriptwriters only**
- 4 copies of an excerpt from script(s) (max. 10 pages)

**Literary Arts / Literary Translation**

- 4 copies of an excerpt from manuscript(s) and/or publication(s) (max. 10 pages)

**Visual Arts and Craft**

- digital still images of most recent works on 4 copies of a CD-ROM or 4 copies of a DVD-ROM (Slides are no longer accepted.);
  - 20 images for category "A" Grants
  - 15 images for category "B" Grants
  - 10 images for category "C" Grants

- list and description of images (number, title, date, dimensions and medium). **or**
- **Performance artists only**
- 4 copies of a DVD-ROM with viewing instruction (max. 10 minutes) (Videotapes are no longer accepted.);
- a brief synopsis of contents.

**Media Arts**

- 4 copies of a DVD-ROM with viewing instructions (max. 10 minutes). (Videotapes are no longer accepted.);
- a brief synopsis of contents. **or**
- digital still images of most recent works on 4 copies of a CD-ROM or 4 copies of a DVD-ROM (slides are no longer accepted)
  - 20 images for category "A" Grants
  - 15 images for category "B" Grants
  - 10 images for category "C" Grants
- list and description of images (number, title, date, dimensions and medium). **or**
- **Scriptwriters only**
- 4 copies of an excerpt from script(s) (max. 10 pages).

**Multidisciplinary Arts**

Please refer to the specifications for each discipline.

**GENERAL GUIDELINES ON THE SUBMISSION OF MATERIAL IN ELECTRONIC FORMAT:**

**Important notice:** applications with digital support material that does not correspond to the following guidelines will be considered incomplete, and therefore withdrawn from the competition.

**Do's**

1. Submit Microsoft Windows compatible files only.
2. Submit jpg files only.
3. Submit files at a resolution of 72 dpi only.
4. Submit files of a maximum of 1024 x 768 pixels (height must not exceed 768 pixels).
5. Submit files of 1MB maximum.
6. Submit RGB, sRGB or grayscale color mode files only (no CMYK).
7. Title each file (image) with a number, your initials, the year and title of your work.
8. Ensure that the numbers for the first nine images begin with a zero (for example: **01**initialsyeartitle.jpg, **02**initialsyeartitle.jpg...**15**initialsyeartitle.jpg). This will ensure that they are presented in the correct order, following your image list.

9. Do not put any special characters, symbols, periods, quotation marks or a space (such as #/-'&| ...) in any file name.
10. Save images directly on the CD-ROM or DVD-ROM without creating folders.
11. Mark each CD-ROM or DVD with your name.  
For video files;
  1. Submit files that can be accessed with one of the following plug-ins: QuickTime, RealPlayer, Shockwave, Windows media Player or Flash.

#### **Don'ts**

1. Don't submit slides.
2. Don't submit Mac files that are not fully Microsoft Windows compatible.
3. Don't submit any type of presentation (such as PowerPoint).
4. Don't submit compressed files (WinZip®, Stuffit®, etc.).
5. Don't include hyperlinks to Internet sites with your images.
6. Don't submit material that requires software, plug-ins, extensions or other executables that need to be downloaded or installed.
7. Don't submit any files by email.
8. Don't submit any other component of your application electronically on your CD-ROM or DVD.

*Test your material before submission to ensure that it is formatted correctly. It is your responsibility to ensure that all material reaches **artsnb's** office intact and in a readable format. Any of the following software can help you edit your images: Adobe® Photoshop®, Adobe® Illustrator®, Microsoft® Photo Editor, Microsoft® Paint, CorelDRAW™, Corel® PHOTO-PAINT™, and Jasc® PaintShop Pro®.*

**Important:** The presentation of your support material is critical to the evaluation of your application. Do not assume that **artsnb** staff will prepare any element of your presentation for you or retrieve material from previous applications.

#### **EVALUATION PROCESS:**

- Applications received are first reviewed by the **artsnb** Program Officers to confirm eligibility.
- Only those applications which are completed by the prescribed deadline and which meet the eligibility criteria are submitted to the jury.
- Eligible applications are evaluated through a jury by discipline composed of professional artists from each discipline chosen from a list of jurors, approved by **artsnb**.

#### **NOTIFICATION:**

Applicants will be notified of the results, by mail, approximately 3 months after the competition deadline. Results will not be released over the telephone.

#### **DISBURSEMENTS:**

Grants will be disbursed according to the following schedule:

- 70% upon notification of successful application;
- 30% upon submission and approval of an interim report.

#### **CONDITIONS OF PARTNERSHIP:**

1. Applicants are responsible to submit an application and all necessary supporting material. The application must be postmarked or received by **artsnb** on or before the deadline specified for the program. Material sent by facsimile will be accepted to open a file, but must be supplanted by original documents within one week following the deadline.
2. Projects and parts of projects started or completed before the competition deadline will not be funded retroactively.
3. Funds must be used as specified in the approved project. A portion or all of a grant already allocated may be revoked if the expressed or implied intent of the program is not met. If a funded project is cancelled, altered or not completed, the recipient is responsible to reimburse all funds proportionate to the incomplete portion of the project. Such calculations are to be made by **artsnb**, with all relevant figures and information provided by the applicant.
4. Grant recipients must submit their final report within three years of the date of award.
5. **artsnb** should receive appropriate credit for its support in all publicity or activity associated with the funded project.
6. Grant recipients must notify **artsnb** of any public presentation associated with the funded project so that board members may attend.
7. **artsnb** reserves the right to revise programs at any time without notice.

#### **FURTHER INFORMATION:**

For application forms and further information, please contact us or access our website:

#### **artsnb**

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