

Fonds du Nunavik pour les arts et les lettres

Financial assistance program

2009
2011

Section I: Support for professional artists and writers

Section II – A: Research and artistic creation residency in Montréal

FONDS DU NUNAVIK POUR LES ARTS ET LES LETTRES

FOREWORD

In January 2009, the Kativik Regional Government, the Avataq Cultural Institute and the Conseil des arts et des lettres du Québec signed an *Entente spécifique sur l'amélioration des conditions de pratiques des artistes et des écrivains du Nord-du-Québec, secteur Kativik*.

This agreement focuses, in particular, on the career development of professional artists and writers and the emergence of the upcoming generation of artists in Nunavik.

The implementation of this agreement centres, in particular, on the creation of the Fonds du Nunavik pour les arts et les lettres, whose \$80 000 annual budget is intended for section I: Support for professional artists and writers, and for section II: Research and artistic creation residency.

The three-year agreement stems from close collaboration between the Kativik Regional Government, the Avataq Cultural Institute, the Direction régionale du Nord-du-Québec in the ministère de la Culture, des Communications et de la Condition féminine, the Conseil des arts et des lettres du Québec, and the ministère des Affaires municipales, des Régions et de l'Occupation du territoire.

OBJECTIVES

Section I: The component to support professional artists and writers seeks to:

- support artistic projects and partnership initiatives that involve the collaboration of artists, writers and community interveners in order to bolster solidarity in the community;
- support sponsorship or mentoring projects between recognized professional artists and writers and upcoming artists and writers;

- support work programs or artistic projects accompanied by a developmental initiative aimed at the recognition of artists and writers, in particular in their community.

Section II: The research and artistic creation residency seeks to:

Section II - A:

facilitate research and artistic creation residencies in Montréal.

Section II - B:

facilitate research and artistic creation residencies in Inukjuak (visit the Conseil's Website for a description of this section of the program).

ELIGIBILITY REQUIREMENTS

Professional artists and writers working in the following fields are eligible for sections I and II: the circus arts, the media arts, the visual arts, the multidisciplinary arts, popular song, dance, literature, storytelling, the arts and crafts, music, theatre and architectural research. Professional artists' or writers' groups in the abovementioned fields are only eligible for section I.

The *Act respecting the professional status of artists in the visual arts, arts and crafts and literature, and their contracts with promoters* (R.S.Q., c. S-32.01) defines as a professional artist "every creator who declares himself to be a professional artist, produces works on his own behalf, whose works are exhibited, produced, published, presented in public or marketed by a promoter, and has been recognized by his peers as a professional artist by way of an honourable mention, an award, a prize, a scholarship, an appointment to an adjudication committee or an invitation to participate in a salon or by any other similar means. Moreover, every artist who is a professional member of an association recognized under the Act or forming part of a group recognized under the Act is presumed to be a professional artist."

The *Act respecting the professional status and conditions of engagement of performing, recording and film artists* (R.S.Q., c. S32.1) defines a professional artist as “any natural person who practises an art on his own account and who offers his services for remuneration, as a creator or performer,” especially in the fields under the responsibility of the Conseil des arts et des lettres du Québec.

The applicant must be an Inuit artist who is covered by the *James Bay and Northern Quebec Agreement* or be from Nunavik and in both instances must usually reside in Québec and have resided there during the past twelve (12) months.

Definition of a group

A group designates a group of artists or writers, regardless of their number. Each member of the group must be a professional artist or writer as defined above and satisfy the program’s eligibility criteria.

One member must represent the group as coordinator. Moreover, the group must not have received collectively grants in respect of the same project under other programs offered by the Conseil.

The same coordinator must always represent permanent groups unless exceptional circumstances arise.

A group that has been legally constituted as a profit-making or non-profit corporation or general partnership is ineligible to participate in the program.

When artists or writers submit a project in a discipline other than the discipline in which they normally pursue their career, they must have to their credit at least one work in the new discipline that has been disseminated in a professional context.

RESTRICTIONS

Starting in 2010, artists who, at the time of submitting their application, are already the recipients of financial assistance under the Fonds du Nunavik pour les arts et les lettres

may submit a new application provided that they first produce their final report on the use of the grant. The Avataq Cultural Institute must have accepted this report.

Artists who have already received financial assistance under the regular grant program for professional artists may submit a new application provided that they first produce a report on the use of the grant or a progress report if the project has not been completed. The Conseil must have approved this report.

Artists or writers may not, within a given registration period, submit two projects in conjunction with the Fonds, whether individually or as part of an artists’ or a writers’ group, regardless of the discipline.

Projects that have already been completed on the registration date are ineligible.

TYPES OF ELIGIBLE PROJECTS

Projects admissible under section I must necessarily involve partners and may take any of the following forms:

- creation or dissemination projects that foster the realization of an initial professional commitment and allow for an initial public performance;
- dissemination projects that rely, for example, on original collaboration with educational institutions, libraries or municipal bodies;
- for artists beginning their careers, a project sponsored by a professional organization or supervised by a professional artist or writer recognized in the region.

The partnership may lead to a financial contribution from the organization or offers of service such as work and dissemination space, a territory for installation, materials, specialized staff, equipment, and so on.

Projects that are admissible under section II – A must take the following form:

- research and artistic creation projects to be carried out during a period of two months in Montréal.

TYPES OF INELIGIBLE PROJECTS

The following types of projects are ineligible:

- projects that have already received support in conjunction with a financial assistance program of the ministère de la Culture, des Communications et de la Condition féminine du Québec, the Société de développement des entreprises culturelles or the Conseil des arts et des lettres du Québec;
- projects carried out in conjunction with an undergraduate or graduate university program. Students who are registered in a university program at the time of the application are required to submit a letter from the educational institution attesting that their projects are separate from their training programs;
- projects aimed at starting up a business or a creation workshop designed for strictly commercial purposes.

MAXIMUM AMOUNT OF THE FINANCIAL ASSISTANCE

Section I: Support for professional artists and writers

The maximum amount of financial assistance offered per registration period to an artist or a writer may not exceed \$10 000 and in respect of a group project, \$15 000. The amount granted may not represent more than 95% of the total cost of the project.

Section II - A: Research and artistic creation residency in Montréal

The maximum amount granted in respect of a project is \$10 000. It covers the following expenses: personal insurance, transportation costs, living expenses and the purchase, transportation and insurance coverage for the material necessary to carry out the project.

The residency will last two months. The residency will take place in July and August 2010 and 2011.

The Conseil is offering free of charge accommodation in an apartment in downtown Montréal for the entire duration of the residency in October and November. In return, the Avataq Cultural Institute will host a Québec artist for a two-month stay in Inukjuak in July and August 2009 (see details of section II - B of this program on the Conseil's Website).

ELIGIBLE EXPENSES

- the fees and travel expenses of artists and other participants in the project;
- the professional honoraria, travel expenses and per diem allowances of contract workers such as collaborators, consultants, technicians or any other specialist who contribute short-term expertise to the realization of the project;
- the cost of materials, equipment rental and transportation stemming from the realization of the project;
- promotion expenses;
- artistic creation expenses;
- advanced training and mentoring expenses.

The eligible expenses will be considered from the date of submission of the project.

INELIGIBLE EXPENSES

- the operating expenses of organizations involved in the project;
- expenses related to subscription or fundraising campaigns;
- expenses stemming from the establishment of an organization's infrastructure (office rental, installation of a telephone, and so on);

- purchases of specialized equipment, except for equipment that is necessary for the project and that cannot be reused;
- capital costs and renovation and construction costs;

EVALUATION CRITERIA

The evaluation criteria are indicated below:

- the project's relevance in light of the program's objectives (40 points);
- the quality and artistic value of the project in relation to the artist's approach (30 points);
- the impact of and spinoff from the activity or project in the target communities (10 points);
- the consideration accorded the region's artistic resources, the professional remuneration of the artists or writers and the payment of copyright and the ownership of intellectual property in the project budget estimate (10 points);
- the realism of the budget estimate, the ability to carry out the project, and the timetable (10 points).

EVALUATION OF THE PROJECTS

A selection committee comprising resource persons from the arts and literary communities will evaluate the applications for financial assistance. The jury members are recognized for their competence in their field and have a sound knowledge of the arts and literary communities in Nunavik. The Conseil des arts et des lettres du Québec will ensure that Inuit artists sit on the selection committee.

All applications will be evaluated on their merit, based on the specific objectives and evaluation criteria of the Fonds du Nunavik pour les arts et les lettres. The selection takes into account both the comparative value of the projects and the funds available. This selection is submitted for approval to the Kativik Regional Government, the Avataq Cultural

Institute and the Conseil des arts et des lettres du Québec, which will make a decision that is final and without appeal.

ETHICS

Each member of the selection committee is subject to the code of ethics and professional conduct in force at the Conseil des arts et des lettres du Québec. All of the members must act in good faith in the exercise of their duties and avoid taking part in any discussion concerning a grant application that might be marred by a conflict of interest. Furthermore, they may not use for their own purposes confidential or privileged information communicated to them.

ATTRIBUTION PROCEDURES

The amounts granted reflect the funds available, the budgets submitted and the eligible expenses. The maximum amounts stipulated in the Fonds du Nunavik pour les arts et les lettres may not at any time be increased, even in the case of a group project.

In the case of an artists' or a writers' group, the financial assistance is divided equally among all of the members of the group, unless a proposal signed by all of the group's members establishing differently the apportionment of the grant among the members is submitted with the application.

In accordance with the tax legislation in force, artists or writers must declare the amount of the financial assistance granted to them. The Avataq Cultural Institute will issue on behalf of the partners to each grant recipient or member of a group a tax slip and submit to the ministère du Revenu the list of grant recipients.

The partners may not award a grant in respect of the same expenses related to a project already supported under another program of the Conseil or any other organization whatsoever.

By cashing the cheques covering the financial assistance granted to them, artists or groups undertake to carry out the project indicated and to comply with the conditions governing the payment of the grant.

Artists or groups that are unable to carry out in whole or in part the anticipated activity or that significantly modify the project or the timetable for its realization must promptly contact the Avataq Cultural Institute to agree upon an arrangement, failing which the Conseil des arts et des lettres du Québec and the Kativik Regional Government may demand the full repayment of the grant.

The grant recipient or the coordinator in the case of a group undertakes to submit a detailed report on the use of the grant or the outcome of the research conducted, along with a statement of the expenses incurred, using the form provided by the Avataq Cultural Institute to report on the use of the grant. This report must be submitted within a maximum of three months of the project's completion and must be approved by the Avataq Cultural Institute. Artists must submit the report before they submit a new application.

Research findings and the rights that the artist holds in respect of any work, estimate, drawing, document, plan, report, datum, invention, method or process realized in conjunction with the program remains the artist's property. However, the Avataq Cultural Institute and the Conseil may reproduce certain of these documents for internal management purposes.

When the project leads to public activities such as performances, exhibitions and so on, or to publications, the logos of the Conseil des arts et des lettres du Québec, the Kativik Regional Government and the Avataq Cultural Institute or mention of their contribution must appear in information, promotional or advertising documents, in order to account for the use of funds earmarked for cultural activities.

Failure to comply with any or all of these conditions may jeopardize the artists' or writers' eligibility for subsequent grants.

PRESENTATION OF THE APPLICATION

Professional artists or writers or professional artists' or writers' groups must fill out the appropriate application form and submit the following documents:

- a description of the project in respect of which financial assistance is requested that links the project to the objectives of the Fonds (a maximum of two 8½" x 11" pages or 500 words);
- for section I, a detailed, balanced budget indicating sources of income and anticipated expenses stemming from the realization of the project. A budget is not necessary for section II;
- written confirmation of the commitment by the partners and the timetable for the project's completion;
- any other document that supports the application for financial assistance: mission of the organization or the partners, curricula vitae of the artists and collaborators, press kit, letters of support, timetable, visual or audio documentation;
- include with the application one of the following documents, identified with the applicant's name:

Documentation concerning music, the popular song and dance: a maximum of four works on ½-inch VHS videocassette, CD or DVD. Viewing notes facilitate the committee's deliberations.

Documentation concerning theatre and the multidisciplinary arts: a maximum of four works submitted either in written form, e.g. four copies of a single text or four different texts, or on ½-inch VHS videocassette, CD or DVD. Viewing notes facilitate the committee's deliberations.

Documentation concerning the visual arts, the arts and crafts and architecture: a maximum of four copies of the same photo CD reproducing 20 digital images of works produced over the past five years. Viewing notes facilitate the committee's deliberations.

Documentation concerning comic strips: four copies of the same album or four different albums published by a professional publisher or a maximum of four copies of

cultural periodicals that have published the artist's work.

Documentation concerning literature: four copies of a given book or a maximum of four copies of a manuscript or a collection of selected texts.

Storytelling, the media arts and the circus arts: four audiovisual documents (½ -inch VHS videocassette, CD or DVD). Viewing notes facilitate the committee's deliberations.

In conjunction with a sponsorship: the curriculum vitae of the artist or writer who is overseeing the project or documentation on the sponsoring organization.

In conjunction with a residency project (section II): the applicant must submit a short text explaining his work plans in Montréal and the reasons justifying his decision to work there.

An incomplete file may be considered to be ineligible.

Subject to provisions in the *Act respecting Access to documents held by public bodies and the Protection of personal information*, the Conseil des arts et des lettres du Québec, the Kativik Regional Government and the Avataq Cultural Institute must respect the confidentiality of the documents and information in their possession and those submitted to them.

STANDARDS GOVERNING THE USE OF LOGOS

Artists and writers must use the logos in the following documents, as the case may be: invitations, promotional brochures, exhibition catalogues, performance programs, sound recording sleeves or booklets, audiovisual material used for promotional purposes, the credits of a work, press releases, mentions on the artist's Website, and so on.

All of the logos must be of equivalent dimension. In a horizontal sequence, the Conseil's logo must be the first one on the left, followed by those of the Kativik Regional Government and the Avataq Cultural Institute.

In a vertical sequence, the Conseil's logo must appear first, followed by those of the Kativik Regional Government and the Avataq Cultural Institute.

The artist or the group obtaining the grant must comply with standards governing the use of the Conseil's logo, as described in a document available from the Conseil and on its Website (www.calq.gouv.qc.ca/normes/artistes/htm).

The signatures must not be altered in any way.

Grant recipients must contact Martine Dufour (see contact information below) concerning the use of the logos of the Kativik Regional Government and the Avataq Cultural Institute.

ADDITIONAL INFORMATION

The Fonds du Nunavik pour les arts et les lettres seeks, in particular, to support projects that involve partnership ties with the community and draw the artist and the public closer together.

Partnership initiatives

Partnerships between artists and their communities can take different forms. For example, an artist might create a work by involving in one stage in the process a community group of young school dropouts, a group of workers in a business, the disabled, a neighbourhood residents' association, staff from a CLSC, and so on.

Partnership initiatives may centre on innovative collaboration that takes advantage of new venues for dissemination such as a manufacturing plant, a church, a municipal hall or any other unconventional site. Such collaboration gives new audiences access to artistic productions.

The supervisory partnership makes necessary follow-up between a professional artist with significant achievements to his credit and a young artist beginning his career.

REGISTRATION DATE

November 13, 2009
November 15, 2010

Incomplete applications or those sent after the registration deadline will not be submitted for evaluation (the postmark will be regarded as proof of the date on which the application was mailed).

DECISION

Decisions will be made public roughly three months after the registration deadline. The Avataq Cultural Institute will inform in writing the artist or the writer of its response to his application.

PLACE OF REGISTRATION

Applications must be sent to:

Avataq Cultural Institute

Martine Dufour
Coordinator – Secrétariat des arts du Nunavik
Montréal office
215, av. Redfern, bureau 400
Westmount (Québec) H3Z 3L5
Telephone: 514-989-9031, ext. 243
Toll-free number: 1-800-361-5029
Fax: 514 989-8789
mdufour@avataq.qc.ca

Inukjuak office
Inukjuak (Québec) J0M 1M0
Telephone: 819-254-8919 or 254-8939
Toll-free number: 1-866-897-2297
Fax: 819-254-8148

Website: www.avataq.qc.ca

Associated partners

Kativik Regional Government

Adel Yassa
Kuujjuaq (Québec) J0M 1C0
Telephone: 819-964-2961
Toll-free number: 1-977-964-2961
Fax: 819-964-2956

Conseil des arts et des lettres du Québec

Patricia Nadeau, section I
Regional Chargé d'affaires
79, boul. René-Lévesque Est, 3^e étage
Québec (Québec) G1R 5N5

Telephone: 418-643-1707
Toll-free number: 1-800-897-1707
Fax: 418-643-4558

Website: www.calq.gouv.qc.ca

The masculine form of pronouns is used in this document and designates without discrimination both women and men.