

Professional artists

Studios and studio-apartments

2008

2009

Research and creation residencies
for **architects**
at the British School at Rome

Conseil des arts
et des lettres

Québec 

**Studios and studio-apartments
Professional artists grant program
2008-2009**

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Foreword and program objectives

Since its inception in 1994, the Conseil des arts et des lettres du Québec has been highly active in the development of a network of centres devoted to creation, production and refresher stints offered to artists and writers to enable them to pursue their work under professional conditions.

The network of studio-apartments is one way that the Conseil encourages the presence of Québec artists and their works on the international scene. It has made it possible to broaden exchanges with foreign countries and participate in the career development of numerous artists and writers the world over.

The Conseil's studio-apartment program has three objectives:

- support and stimulate artists by making available to them a suitable environment and the means to carry out and disseminate their works;
- foster refresher stints among artists and writers by making accessible to them a new, stimulating cultural environment;
- facilitate exchanges of artistic or literary viewpoints and contribute to the establishment of durable ties between Québec and foreign artists.

The Conseil wishes to offer the artists and writers participating in the program outstanding opportunities for refresher stints and artistic creation that are hard to achieve otherwise.

Periods in residence offer artists a unique personal and professional experience in which they invest time and energy and which contribute very concretely to their career development and, consequently, to the enrichment of Québec culture.

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In the interests of stylistic clarity, the masculine form is used in this document and is understood to designate women and men.

Research and creation residencies for architects at the British School at Rome

The British School at Rome is dedicated to artistic and architectural excellence and is receptive to international cultural diversity. It is one of the most prestigious foreign cultural institutions in Rome. It enables architectural professionals engaging in residencies to work on a personal project, pursue individual development and enrich their approaches through professional exchanges with artists from an array of backgrounds. Through its interdisciplinary program in contemporary architecture, the British School at Rome is contributing to the career development of numerous British and international professionals.

It is precisely in conjunction with this mission that the British School at Rome has sought a partnership with the Conseil des arts et des lettres du Québec to establish a residence project available to Québec architects.

This three-year agreement calls for the establishment of a program of residencies under which a Québec architect will engage each year in a three-month research and creation residency in the Italian capital. The residencies will take place in the facilities of the British School located on Via Gramsci and will allow the applicants selected to take advantage of numerous possibilities for professional contacts related to their career development.

Objectives

In particular, this program is intended to:

- offer specific support adapted to the artistic research of individuals in the architecture sector to foster their receptiveness to new practices and the enhancement of their plastic language;
- contribute to the establishment of enduring links between Québec and foreign architects and facilitate exchanges of artistic viewpoints;
- offer Québec architects the possibility of engaging in a period of artistic renewal in one of the world's foremost cultural capitals;
- promote the work and career development abroad of Québec architects;
- facilitate the identification of new artistic creation, research, production and dissemination networks.

Fields concerned

Architecture (architecture, landscape architecture, urban planning and environmental design)

Target clientele

Architectural professionals with at least two years of professional practice (type A or B grants)

Registration deadline

November 14, 2008

Place

The British School at Rome, located in the highly prestigious Villa Borghese district, will provide accommodation and professional guidance. Each resident has a private room and access to shared spaces devoted to documentation, research and dissemination. Residents usually eat in the institution's dining room.

Residents will be expected to interact with other artists and architects invited by the institution and will have numerous opportunities to present their work. Certain public events such as workshops, readings, meetings and a group exhibition will be organized in conjunction with the residency.

Residency and grant

The residency will last three months. The first residency will take place from January to March 2009.

A \$5000 grant is awarded in conjunction with this program. It covers the participant's personal insurance, travel expenses – including international transportation costs –, and the cost of purchasing, transporting and insuring the material required to carry out his project.

The Conseil will pay directly to the British School at Rome the cost of accommodation, most meals and professional guidance during the residency.

Additional information

This residency is made possible through the collaboration of the British School at Rome and the Québec Delegation in Rome.

British School at Rome : www.bsr.ac.uk

Québec Delegation in Rome : www.mri.gouv.qc.ca

General information

Target candidates

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 a professional artist as "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. S-32.1) 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.

Types of grants

Type A grants

Type A grants are intended for artists who have at least 10 years of practice in Québec or abroad and whose works have been presented in a recognized professional context.

An artist with under 10 years of practice may apply for a type A grant when his artistic output warrants it.

Type B grants

Type B grants are intended for artists with two to 10 years of practice in Québec or abroad and whose works have been presented in a recognized professional context. Exhibitions carried out during the artist's studies are not included in professional recognition for the purpose of this program.

Eligibility criteria

To be eligible for this program, a candidate must have disseminated his works in a professional context.

The candidate must be a Canadian citizen or a landed immigrant as contemplated in section 2(1) of the Immigration and Refugee Protection Act and in both instances must normally reside in Québec and have resided there over the past twelve (12) months.

A candidate who has lived outside Québec for two or more years is not eligible for the program unless he maintains his status as a Québec resident pursuant to the Taxation Act, i.e. he maintains ties as a resident with Québec through a dwelling, spouse, dependants or personal property. The candidate must supply a proof of his status.

The professional must have a bachelor's degree in architecture, landscape architecture, urban planning or environmental design and at least two years of practice centered on artistic creation. Moreover, he must be recognized by his peers.

If a candidate presents a project in a discipline other than that in which he is normally pursuing his career, he must have to his credit at least one work in this discipline, disseminated in a professional context. The candidate must apply for a type A or type B grant, depending on his total number of years of practice. He must indicate on the application form the discipline or literary genre in respect of which he is applying for a project grant.

A candidate may submit a project under the studio and studio-apartment section at the same time as an application for a grant under the research and artistic creation section. He also continues to be eligible for travel grants.

Restrictions

Groups are not eligible for these grants.

An applicant who has already received financial assistance under the grant program for professional artists may submit a new application provided that he has submitted a report on the use of the grant or a progress report if the project has not been completed. This report must have been approved by the Conseil.

An applicant may not simultaneously apply for a type A grant and a type B grant.

An applicant who has already received a type A grant may not apply for a type B grant.

In the case of type A grants, an applicant may not receive more than \$50 000 in grants over a four-year period, whether the grants were obtained individually or as part of an artists' group. This amount excludes travel grants and career grants.

As for type B grants, an applicant may not receive more than \$40 000 in grants over a four-year period, whether the grants were obtained individually or as part of an artists' group. This amount excludes travel grants.

An applicant may not receive more than two grants per year, excluding travel grants and the use of studios and studio-apartments.

Submitting applications

Applicants wishing to apply for a studio grant must fill out the pertaining application form and be sure to submit all of the required documents.

A Grant Application Presentation Guide is available on request from the Conseil and on its Web site.

Only the original copy of the form signed by the applicant will be deemed valid. Applications may not be sent by fax or by email.

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.

Applicants who submit their applications to the Conseil's offices will receive a dated acknowledgement of receipt.

If the registration deadline falls on a weekend or statutory holiday, it moves to the next business day.

Contents of the file

A single copy of the application file must be submitted on 21.6 cm x 27.9 cm (8 1/2 inch x 11 inch) paper. To facilitate photocopying, do not staple or bind the documents.

The jury comprises five members and applicants are asked to submit five copies of supporting items such as CDs, DVDs, texts or other relevant documents.

The applicant's file must include:

- the applicant's curriculum vitae (maximum of three pages);
- an outline of the project and the proposed timetable;
- if need be, letters of commitment from the collaborators and a description of their contribution to the project;
- if need be, a clipping file of not more than five pages containing photocopies of newspaper articles published during the previous five years;
- an audio or visual portfolio containing a maximum of two videocassette (1/2 inch VHS), CDs, DVDs or 20 slides of works produced over the past five years.

See the Grant application presentation guide for technical information concerning supporting items and documents.

Information or supporting documents received after the Registration date will not be submitted for evaluation.

Only visual material, sound recordings and publications are returned to applicants within 90 days of the announcement of the results.

The Conseil is not responsible for the loss of submitted items or damage sustained by such items during shipping. Applicants are urged to avoid sending the originals of items or supporting material required for a grant application.

Subject to the provisions in the *Act respecting Access to documents held by public bodies and the Protection of personal information*, the Conseil respects the confidentiality of the documents and information in its possession and of those sent to it.

Applicants must promptly notify the Conseil of a change of address.

Mailing address

All studios and studio-apartments grant applications must be sent to the Montreal office:

c/o Ms Francine Royer
Conseil des arts et des lettres du Québec
500, place d'Armes
15e étage
Montréal (Québec) H2Y 2W2

Processing of applications

The Conseil does not send an acknowledgement of receipt.

A program coordinator ensures that the candidate satisfies the eligibility criteria pertaining to the program and the type of grant requested.

Before the juries meet, copies of each application are sent to all members for examination. The juries meet and evaluate all items in the file.

Evaluation of applications

Grant applications are evaluated by juries formed of persons renowned in one or several of the disciplines concerned and who have a sound knowledge of the artistic work in the sector for which they were chosen. Members of the juries must be on the list of resource persons approved by the Conseil's board of directors.

All applications for studio and studio-apartment grants are assessed on a province-wide basis.

In managing certain residence programs, the Conseil has elaborated with its partners specific evaluation processes.

In some instances, a two-tiered jury system applies, under which candidates are pre-selected in the country of origin and the host partner makes the final selection. The evaluation of the application by a two-tiered jury system may delay the transmission to the applicant of the response.

All applications are evaluated on their merit according to the eligibility criteria, objectives and evaluation criteria specific to each section of the program. The selection takes into account the relative merits of the projects and the funds available. The Conseil's decision is final and without appeal.

The names of jury members will be made public three months after the Conseil has announced its decision regarding the awarding of a grant.

Ethics

Board members, members of juries and employees of the Conseil are subject to codes of ethics. All must act in good faith in performing their duties and refrain from taking part in any discussion concerning a grant application that risks creating a conflict of interest. Confidential or privileged information transmitted to them may not be used for personal reasons.

Evaluation criteria

- Quality of the artistic work;
- Interest of the project in relation to the candidate's approach and the development of the work;
- Quality of the candidate's arguments justifying the relevance of his stay;
- Contribution or influence of the candidate in his community;
- Feasibility of the project and realism of the proposed budget.

Expenses covered by the grant

Grants awarded by the Conseil under the studio and studio-apartment section enable recipients to cover the cost of personal insurance, travel, living expenses and the cost of carrying out their projects.

It is understood that housing is made available free of charge to Québec grant recipients.

Candidates do not have to submit a detailed budget to support their applications.

Response

The Conseil will inform candidates of its response to the application approximately three months after the registration deadline. When foreign partners make the final selection, the announcement of the results may take up to eight months.

If the application is accepted, the candidate will receive with the letter announcing the grant complete information on procedures and conditions governing the use of the grant.

Awarding of grants

Studios and studio-apartments grants are paid in a lump sum.

In accordance with tax legislation, a grant recipient is bound to declare the amount of the grant he receives. The Conseil issues a tax slip to each grant recipient and submits the list of grant recipients to the ministère du Revenu.

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

By cashing a grant cheque, the applicant undertakes to carry out the project planned and to comply with the conditions governing the payment of the grant.

When an applicant is unable to carry out part or all of the activity covered by the application, or a major change is made to the project or work schedule, he must promptly contact the Conseil to make the appropriate arrangements. Should the grant recipient fail to comply with this condition, the Conseil may demand repayment of the grant.

The grant recipient undertakes to submit a report on the use of the grant or the results of his research along with a statement of the expenses incurred to carry out the project, using the form provided by the Conseil. The report on the use of the grant must be submitted no later than three months after the completion of the project and must be approved by the Conseil. An grant recipient must produce his report before submitting a new application.

The outcome of a research project remains the property of the applicant, as do any rights he may hold on any work, specification, drawing, document, plan, report, datum, invention, method or process produced in conjunction with the program. However, the Conseil may reproduce certain of these documents for the purpose of internal management.

When the project results in public activities such as performances or exhibitions, or in publications, the Conseil's logo or mention of its contribution must appear in information, promotional or advertising documents in order to inform the public of the use of cultural funding. Professionals, artists or artists' groups obtaining a grant must comply with standards governing the use of the Conseil's logo, as described in a document available from the Conseil or on its Web site.

Failure to comply with any of the foregoing conditions may jeopardize a candidate's eligibility to submit a subsequent application.