

**Application Form**  
**Application Deadline: September 15**

- Complete this application in black type or ink. Please print on one side only
- Late applications and support material will not be accepted and will result in the application being ruled ineligible
- Incomplete and/or unsigned applications will be considered ineligible
- Grant funds are taxable in the year in which they are received

**Note: Before you start, please refer to the program guidelines for Eligibility Criteria.**

Name: \_\_\_\_\_ Surname: \_\_\_\_\_

Or organization or small group: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ County: \_\_\_\_\_

Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Primary Phone: \_\_\_\_\_

Email: \_\_\_\_\_

I am a Canadian citizen or permanent resident of Canada  Yes  No

Nova Scotia has been my primary residence for at least the past 12 months  Yes  No

Artistic Discipline: \_\_\_\_\_

**Applicants to this program are asked to fill out a [self-identification form](#) to demonstrate eligibility.**

Please choose one category only.

- \_\_\_\_\_ Creation
- \_\_\_\_\_ Production/Presentation
- \_\_\_\_\_ Professional Development/ Mentorship/ Apprenticeship
- \_\_\_\_\_ Materials for Visual Art/Craft or related

Amount Requested \$ \_\_\_\_\_ Total Expenses \$ \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**This section must be completed.**

**All information must be provided *unbound* on white, letter-size (8½ x 11) paper, printed on one side only, except previously created support material.**

1. Description of project. Applications must include a one-to-two sentence summary below. Attach a detailed description of the project of no more than two pages.

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2. Schedule of work: briefly describe below how you plan to achieve your goals. Attach a detailed description of the work schedule.

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3. Exact dates of project: from \_\_\_\_/\_\_\_\_/\_\_\_\_ to \_\_\_\_/\_\_\_\_/\_\_\_\_  
(mm/dd/yyyy) (mm/dd/yyyy)

4. Location of project: (Where do you plan to carry out your project? Which city(ies), province(s) or country(ies)?)

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**Budget Summary (in Canadian Funds)**

**Attach a detailed budget of the project if space provided below is insufficient**

<b>Expenses:</b>	<b>Amount</b>
Living expenses for _____ month(s) at \$2,000 per month = \$ _____	
Project costs (materials, equipment rental, workshop, mentor fees)	\$ _____
<b>Travel Costs:</b>	
Transportation: Train ___ Plane ___ Car ___ Bus ___	\$ _____
Meals per Day (\$30/day maximum)	\$ _____
Accommodation	\$ _____
Other Expenses _____	\$ _____
_____	\$ _____
<b>Total Expenses</b>	<b>\$ _____</b>
 <b>Revenues:</b>	
Personal Contribution	\$ _____
Corporate Sponsorship or other sources	
_____	\$ _____
_____	\$ _____
<b>Amount Requested</b>	<b>\$ _____</b>
<b>Total Revenues</b>	<b>\$ _____</b>

Notes: Please indicate which revenues, if any are confirmed.  
Total Expenses and Total Revenues (including amount requested) must balance.

### Support Material

Support material must be included with every grant application. Assessment of artistic merit will be based on the support material you provide. The support material must be relevant to the proposed project, clearly featuring the applicant's work.

Support material may include, but not be limited to: CVs of the applicant, other artists involved in a project, organizations, mentors etc., letters of support, letters of intent, project descriptions, detailed schedules of work, detailed budgets, script samples, music scores, poems etc. These, and all other word documents should be printed and sent together with the application form.

Images, videos, and audio recordings must be provided in a digital form, and they should be PC and Mac compatible, directly readable, requiring no extraction from another format, and should be submitted on CD, DVD, or USB drive. Applicants can submit up to ten still images, and fifteen minutes of media materials, preferable three different examples, of 3 to 5 minutes long each.

Additionally, applicants can send promotional materials, reviews, catalogues and other publications.

Please do not send valuable originals as support material. Digital images are always preferred over printed copies. Arts Nova Scotia will not be responsible for returning support material. If you want your submitted support material returned, you must include a suitable self-addressed stamped envelope. Arts Nova Scotia will not be responsible for any loss or damage.

Please indicate below all items you are enclosing in your application package

Craft and Visual Arts

\_\_\_\_\_ A maximum 10 images (do not submit original works) Please specify

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Literary Arts

\_\_\_\_\_ Selection of recent writing (maximum 15 pages) Please specify

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Media Arts

\_\_\_\_\_ Samples of work (maximum 3 selections) Please specify

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**Dance**

\_\_\_\_\_ Recorded work (maximum 3 selections) Please specify

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**Music**

\_\_\_\_\_ Recorded work (maximum 3 selections, maximum of 5 minutes per selection)

\_\_\_\_\_ Music scores, Text or Libretto (Maximum of 15 pages)

\_\_\_\_\_ Please specify

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**New Media**

\_\_\_\_\_ Samples of work (maximum 3 selections, maximum of 5 minutes per selection)

Please specify

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**Theatre**

\_\_\_\_\_ Recorded work (maximum 3 selections, maximum 5 minutes per selection)

\_\_\_\_\_ Script (Maximum of 15 pages)

\_\_\_\_\_ Please specify

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**Check one:**

- I wish to have my support materials returned to me and have enclosed a self-addressed stamped envelope with sufficient postage to cover the cost of the return of my support material.
- I **do not** wish to have my support materials return to me and understand that these materials will be destroyed after the application process.

List all support material included with the application:

	Title	Year	Dimensions/Duration	Medium
1.	_____			
2.	_____			
3.	_____			
4.	_____			
5.	_____			
6.	_____			
7.	_____			
8.	_____			
9.	_____			
10.	_____			
11.	_____			
12.	_____			
13.	_____			
14.	_____			
15.	_____			