



Grants to Organizations and Small Groups Application Form

Application Deadlines: March 15 and October 15

Organization: _____

NS Joint Stock
Registration #: _____ Ad Hoc Group

Date Established: _____

Contact Person/
Signatory: _____

Contact Position: _____

Name of Chair:
(if applicable) _____

Mailing Address: _____

_____ Postal Code: _____

Phone: _____ Fax: _____

E-mail: _____ Web: _____

Artistic Discipline: (check only one)

Craft New Media

Dance Theatre

Literary Visual Arts

Music Media

Other: _____

Grant Program: (check only one program type)

Production & Presentation (50% of cost of project to a maximum \$15,000)

Commissioning (100% of cost of commission to a maximum \$3,000)

Professional Development (50% of cost to a maximum \$3,000)



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Project Name: _____

Location of Activity: _____

Project Start Date: ____/____/____ End date: ____/____/____
(month/day/year) (month/day/year)

Amount Requested: _____ Total Expenses: _____

Application is for which deadline (check one): Mar. 15 Oct. 15

Application must be signed

Signature Position Date

Board Chair (if applicable) Date

Contact Us:

Send materials to:

Arts Nova Scotia
PO Box 456
Halifax, NS B3J 2R5

For further information

Peter Kirby, Program Officer
Telephone: (902) 424-3422
Fax: (902) 424-0710
E-mail: Peter.Kirby@novascotia.ca
Web: www.artsns.ca/



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This Section Must Be Completed

All information must be provided on white, letter-size (8½ x 11) paper, printed on one side only, except previously created support material. Use black ink. Please number all pages and identify them with the name of the organization. All material must be unbound. Do not staple or bind.

Synopsis of Project/Activity:

Return of Support Material (check one)

- I have enclosed a self-addressed stamped envelope with sufficient postage to cover the cost of return of my support material
- I will pick up my support material at the Arts Nova Scotia office within one month of receiving my letter of notification of the Peer Selection Committee decision

Unclaimed support material will be discarded.

Application Requirements

1. **Description of Project:** Describe the project or activity you would like funded. This should include details and background information about the project or activity, its purpose, where it will take place, the key artists involved, etc. (Maximum 2 pages)
2. **Applications from ad hoc groups** must include a one paragraph statement from each of the principal artists detailing their artistic participation in the project and a synopsis of the group.
3. **Schedule of Work:** Provide the time frame during which the project will take place and provide a schedule of work leading up to the project and through to its completion.
4. **Background Information about the Applying Organization and Recent Artistic Activities:** Describe the organization and its recent artistic activities. If the project involves artists outside the organization, include descriptions of their recent work as well. Short résumés or bios of key participating artists should also be included.
5. **Financial Information:** Complete the attached Budget Summary Sheet on page 5 and include a detailed budget for the project. If you have confirmed funding from other sources, please indicate it on both the Budget Summary and your detailed budget.



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Support Material

Support material can include any material relevant to the application, such as promotional materials, reviews, catalogues, sound recordings, video recordings, film, scripts, scores, etc. Short résumés or bios of key participating artists should be included. VHS format and slides are not accepted.

Annotations that alert the Peer Selection Committee to specific aspects of the support material are encouraged.

The **name of the organization** must appear on all support material.

List all support material included with the application.

Title	Type of Item

Arts Nova Scotia is not responsible for the loss of any material

Budget Summary

- This Sheet Must Be Completed -

**It is for the convenience of the Peer Selection Committee members.
You are encouraged to include a more detailed budget with your application**

Expenses

Item	Amount
Artists Fees	
Project Costs – specify:	
Promotion and Publicity	
Other – specify	
Total Expenses⁽³⁾	

Revenues⁽¹⁾

Item	Amount
Organization’s Contribution	
Earned Revenue	
Canada Council (if applicable)	
Other Federal Agencies	
Other Provincial Agencies	
Corporate Sponsorships	
Other Sources – specify	
Subtotal	
Amount Requested from Arts Nova Scotia⁽²⁾	
Total Revenues⁽³⁾	

Notes:

- (1) Please indicate which revenues, if any, are confirmed
- (2) This amount must represent no more than 50% of total expenses (except Commissioning)
- (3) Total Expenses and Total Revenues (including amount requested) must balance