**Worksheet**

**Arts**

This worksheet has been provided to help applicants gather the necessary information and support documents in preparation for filling out the online application form. This document is for draft purposes only and cannot be submitted – please transfer the information to the online form when ready. Only online applications will be accepted.

\*= optional field, all other fields are required

First Name

Middle Name\*

Last Name

Email Address

Phone Number

**Are you a Descendant1** Yes/No

**Are you a Survivor**2 Yes/No

*The primary applicant must be a Descendant or Survivor. If you have answered no to both questions you are not eligible for Arts funding.*

1A living person of Japanese Canadian descent whose family was directly impacted by BC Government actions in the 1940s and whose family experience in BC predates April 1, 1949. A Descendant can be living outside of BC.

2A living person of Japanese descent born prior to April 1, 1949 who was directly impacted by BC Government actions in the 1940s. Survivors include persons who were not displaced but were living in BC, and persons who, after their families left BC, were born prior to April 1, 1949, which was the day Japanese Canadians were given full voting rights and the legal restrictions used to control the movement of Japanese Canadians were removed.

**Are you engaged in a Professional Practice in the Arts?**

Applicants should have Basic Art Training and/or should have received remuneration for their artwork along with public presentation of their work.

*If you have answered no, you are not eligible for Arts funding.*

**Family history**

In 300 words or less, describe your family’s history and experience in BC prior to April 1, 1949. Please include names of family members and details of the location of your family in BC prior to being uprooted.

**Project Description**

Description of the project (maximum 300 words).

**Description of Collaboration**\*

If this is a collaborative project, describe the nature of the collaboration. Collaborating artists are not required to be Descendants or Survivors. Include short biographies of the other artist(s) involved (maximum 500 words).

**Description of Key Personnel**\*

A list of other key personnel, as applicable, with a short description of the expertise/experience they bring to the project (maximum 300 words).

**Funding Amount Requested**

Funding of up to $20,000 per application. Applicants must propose projects that can be created and produced with a specific and tangible outcome and within the timeframe allotted. A successful applicant cannot apply for another grant in the Arts stream. The same Arts project can only receive funding once.

**Documentation of Previous Work (file uploads)**

Documentation of previous work that demonstrates to assessors the applicant’s ability to carry out the project as proposed. This may include 1) maximum 12 images, JPG format; and/or 2) maximum 15 pages of writing at 300 words per page (e.g., manuscript or playscript – excerpts should be contextualized); and/or 3) up to 5 minutes of moving images – excerpts from previous work or documentation of a previous project; and/or 4) maximum 3 audio recordings. Applicant may also upload a PDF file combining text and images to demonstrate past work.

*Please keep uploaded files as small as possible. Under 50MB is preferred*

**Documentation of previous work (URLs)**

If you have work that is currently hosted on another site like a portfolio page, YouTube, etc, please provide a link to that work.

**File Uploads**

**Curriculum vitae (CV) or résumé**

Curriculum vitae (CV) or résumé(s) of primary applicant and all collaborators. Indicate previous training and public presentation of artwork and practice (maximum 3 pages).

**Proof of Canadian Citizenship**

Proof of Canadian citizenship (scan or photo of passport or birth certificate).

**Budget**

Use the supplied template to submit a balanced budget. If the project budget exceeds the maximum possible grant, a list of additional sources of funding must also accompany this budget. Those sources must be confirmed by the time the application intake closes on January 31, 2024.

**Project Schedule**

Detailed project schedule that also sets out the interim report stage.

**Confirmation of Financial Stewardship**

The applicant will assume the financial responsibility for the grant and must be prepared to provide banking information as needed at the time the grant agreement is signed in order to receive funding.

**Attestation of Application**

By completing this application form I declare that the information above is truthful and accurate to the best of my knowledge and belief.