



PLEASE PRINT

Community Services – Tourism & Culture Division

GRANTS TO ARTISTS (INDIVIDUALS) APPLICATION FORM

CONTACT INFORMATION

SECTION 1

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

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

City/Town: \_\_\_\_\_

Telephone (Home): \_\_\_\_\_ (Work): \_\_\_\_\_ (Mobile): \_\_\_\_\_

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

Fax: \_\_\_\_\_ Website: \_\_\_\_\_

DISCIPLINE (Check One)

SECTION 2

- Theatre     Dance     Music     Literary     Film & New Media     Visual Art & Craft

PROJECT DETAILS

SECTION 3

Title: \_\_\_\_\_

Summary (Provide a 2-3 sentence project description for administrative and reporting purposes):  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

PREVIOUS GRANT INFORMATION

SECTION 4

When was the last year you received a grant from the City of St. John's?  
 Year: \_\_\_\_\_ For what amount? \_\_\_\_\_

Has a final report been submitted for that grant?     YES     NO     Submitted with this application

**Grants will not be issued unless final reports have been received from previous grants.**

CURRENT REQUEST

SECTION 5

Amount Requested: \_\_\_\_\_ Percentage of Total Budget: \_\_\_\_\_

## MANDATORY INFORMATION

## SECTION 6

1. Detailed Project Description (Maximum 2 Pages): Clearly address all assessment criteria (see Policy on Grants to Artists and Arts Organizations).
2. Balanced Budget: Clearly show expenses and revenues, including your request to the City. **Indicate all sources of revenue as either confirmed or pending.**
3. Resumé or C.V. as it relates to your development as an artist.

## SUPPORT MATERIAL

## SECTION 7

Check the materials included with this application:

- Photographs
- DVDs/CDs
- Printed Material (Maximum 10 Pages)
- Other (Please Describe): \_\_\_\_\_

**DO NOT submit USB drives or include links to websites or cloud-stored materials (Dropbox, etc.) as they will not be reviewed.**

## LETTERS OF REFERENCE (First-Time Applicants Only)

## SECTION 8

For first-time applicants: Submit **Two Letters of Reference**. Referees should have expertise in the specified discipline, should be familiar with you and your work, and should be briefed about the specific project for which you are seeking support. The letter of reference should offer an informed artistic assessment of your project and your ability to complete it. Provide referee details below.

## Referee #1

## Referee #2

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

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

Telephone: \_\_\_\_\_

Telephone: \_\_\_\_\_

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

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

## DECLARATION

## SECTION 9

I certify to the best of my knowledge that the information contained in this application is correct. I accept the conditions of the City's Policy on Grants to Artists and Arts Organizations and I accept the decision of the Grants to Artists and Arts Organizations Jury.

Signature of Applicant: \_\_\_\_\_

Date (yyyy/mm/dd): \_\_\_\_\_

**IMPORTANT INFORMATION**

Applications must be received at Access St. John's no later than 4:00 p.m. on November 30.

Ensure that you have completed all sections and enclosed all requested documentation. Incomplete applications will be considered ineligible. Do not bind or staple your application.

Submit completed form to:

Access St. John's  
Attention: Grants to Artists and Arts Organizations  
First Floor, City Hall  
10 New Gower Street  
P.O. Box 908  
St. John's, NL  
A1C 5M2

For more information:

Telephone: 311 or (709) 754-CITY (2489)  
Fax: (709) 576-7688  
Email: citygrants@stjohns.ca