



SASKATCHEWAN  
FOUNDATION  
FOR THE **arts**

**SASKATCHEWAN FOUNDATION FOR THE ARTS  
ARTISTS AWARDS  
APPLICATION PACKAGE**

*Application Deadline: November 15, 2017*

The Saskatchewan Foundation for the Arts (SFFA) is a public foundation dedicated solely to creating a legacy of financial support for the arts and artists in Saskatchewan, through the generous financial support of individuals, organizations and corporations. The Foundation receives donations, bequests and other planned gifts, and invests and manages them *in perpetuity* to generate income which is directed to artists primarily through a donor-specified awards program.

The *Saskatchewan Foundation for the Arts Artists Awards* are administered by the Saskatchewan Arts Board on behalf of the SFFA through an independent jury process, and funded through contributions and endowments held in trust by the Foundation. The *Artists Awards* support the creation of new work or development of works-in-progress by Saskatchewan artists over a three-month term.

The Saskatchewan Foundation for the Arts and Saskatchewan Arts Board do not set the criteria for each award. They reflect the expressed interests and designations of the individual donors.

**CONTACT THE ARTS BOARD'S PROGRAM CONSULTANT BEFORE THE APPLICATION DEADLINE**  
for more information, and to discuss application and program requirements:

**Joanne Gerber**  
(306) 964-1163 or 1-800-667-7526  
[igerber@saskartsboard.ca](mailto:igerber@saskartsboard.ca)

**EMAIL, DELIVER OR MAIL ONE COPY OF THE APPLICATION TO:**

Saskatchewan Foundation for the Arts Artists Awards  
c/o Saskatchewan Arts Board  
Email: [sfa@saskartsboard.ca](mailto:sfa@saskartsboard.ca)

1355 Broad Street  
Regina, SK  
S4R 7V1

or

201 Avenue B South  
Saskatoon, SK  
S7M 1M3

- Applications and support material must be received by email, delivered or postmarked on or before the deadline date.

*Applicants are typically informed of award decisions by letter no later than 60 days after the program deadline.*

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## SASKATCHEWAN FOUNDATION FOR THE ARTS ARTISTS AWARDS

### PROGRAM INFORMATION

*Application Deadline: November 15, 2017*

#### Awards

Five designated awards of \$6,000 each are offered to Saskatchewan artists to create new work or develop works-in-progress over a three-month term in the following categories.

1. Literary Artist Award: Award for an emerging or established professional literary artist working on a novel or story collection, or on a book featuring Saskatchewan art or photography
2. Visual Artist Award: Award for an emerging or established professional visual artist
3. Female Visual Artist Award: Award for a female emerging or established professional visual artist
4. Indigenous Artist Award: Award for an emerging or established Indigenous artist with a professional practice in any arts discipline
5. Regina Artist Award: Award for an established artist who has lived in Regina for at least one year, with a professional practice in music, theatre or the visual arts.

*Only one applicant will receive the award in each category. The jury panel may elect to move your application to another award category for which you are eligible.*

#### Artist Category

##### **Emerging Professional Artists**

- Have undertaken specialized training through formal or informal programs, mentorships or other developmental activities related to their artistic practice
- Have created independent work and demonstrated their commitment to establishing a professional artistic practice
- Are recognized by their peers as emerging professional artists
- Have created a modest body of work that has been professionally produced, performed, exhibited or published.

##### **Established Professional Artists**

- Have made a sustained and progressive contribution to artistic and cultural practice
- Are recognized regionally, nationally or internationally as established artists in their discipline
- Have created a substantial body of work that has been professionally produced, performed, exhibited or published

#### Eligibility

You can apply for only one award at each deadline. The SFFA Artists Awards are individually endowed. If you have already received one of the awards, you cannot apply in that category until two subsequent deadlines have passed. If you are eligible for another Artists Award, you can apply in that category with no waiting period.

##### **Eligible Applicants**

Emerging or Established Professional Artists as described above who are:

- Saskatchewan residents (for at least one year)

- Canadian citizens or permanent residents (for at least two years)
- Graduate students working on a project unrelated to their academic program or studies (as confirmed by a letter from their department head)
- Saskatchewan residents absent from the province for a period of up to one year for an artistic residency, arts education or related opportunity, who intend to return at the end of the term

*If there is a question about whether you still live and work in Saskatchewan, you may be asked to provide documentation. Your proof of residency can include a valid Saskatchewan health registration card, a valid Saskatchewan driver's license or evidence of income taxes paid in the previous year as a Saskatchewan resident.*

### **Ineligible Applicants**

- Artists who have outstanding reports for any previous award received from the Saskatchewan Foundation for the Arts
- Artist groups, collectives and ensembles
- Presenters or agents applying on behalf of an artist
- Undergraduate students enrolled in more than two courses at an educational institution.

### **Eligible Activities**

- Creation of new work or development of a work-in-progress within a three-month project term
- Activities required to realize the work-in-progress.

### **Ineligible Activities**

- Activity undertaken prior to the application deadline or after the three-month project term
- Activity undertaken for academic credit or for professional development
- Commissioned work.

## Adjudication

An independent jury panel of artists and arts professionals assesses all the applications based on the following criteria:

### **Adjudication Criteria**

1. Artistic Merit
  - The applicant's resumé, body of work and level of achievement relative to his or her status as an Emerging or Established professional artist
  - The merit of the applicant's work in the context of contemporary practice in the art form and among peers
  - The applicant's development of a distinct and personal body of work.
2. Merit of the Activity
  - The significance of the project to the development of the applicant's artistic practice, body of work and/or career
  - The merit of the proposed work or work-in-progress in the context of contemporary practice in the art form
  - The merit of the proposed work or work-in-progress in the context of the designated Artists Award category.

<p>Acknowledgement Letter</p>	<p>Award recipients are required to submit to the Saskatchewan Arts Board a letter of acknowledgement for the support by the Saskatchewan Foundation for the Arts no later than three months after the end of the project term. The letter should describe the creative activity accomplished over the three-month term, the impact of the Award on the recipient's artistic practice and information about anticipated presentations, performances or publication of the work. Excerpts from the letter may be forwarded by the Foundation to the donor sponsoring the Award.</p>
<p>Recognition of Funding</p>	<p>Award recipients are required to acknowledge the financial assistance of the Saskatchewan Foundation of the Arts in print or public presentations of the project.</p>
<p>Confidentiality of Information</p>	<p>The personal and confidential information that is provided in an application is collected, used and disclosed in accordance with the provisions of the <i>Freedom of Information and Protection of Privacy Act</i> and the <i>Personal Information Protection and Electronic Documents Act</i>. This information is required to process the application. Personal and confidential information disclosed in the application will only be shared, as necessary, with employees of the Saskatchewan Arts Board, the jurors and the Saskatchewan Foundation for the Arts Board of Directors. The names of Awards recipients, community, project description and awards amounts will be made known publicly. The Saskatchewan Arts Board and/or the Saskatchewan Foundation for the Arts will respond appropriately to any inquiries regarding the privacy policies and procedures, including requests to access the applicant's personal information.</p>



## SASKATCHEWAN FOUNDATION FOR THE ARTS ARTISTS AWARDS

### APPLICATION REQUIREMENTS CHECKLIST

*Application Closing Date: November 15, 2017*

**DO NOT STAPLE OR CLIP APPLICATION MATERIALS OR PLACE ANY ITEMS IN FOLDERS**

INCLUDE THE FOLLOWING:

<input type="checkbox"/>	<b>APPLICATION FORM</b> (page 7) – <i>Complete and sign</i>
<input type="checkbox"/>	<b>ARTISTIC VISION / ARTIST STATEMENT</b> ( <i>maximum 1 page</i> ) Enclose a reflection on your artistic practice and work, addressing topics like: <ul style="list-style-type: none"> <li>• how you would describe your art (genre, form, medium, themes)</li> <li>• why you make art—your goals and vision for your work</li> <li>• how your artistic practice has evolved and developed</li> <li>• why this project is important to you and how it will advance your artistic practice</li> </ul>
<input type="checkbox"/>	<b>PROJECT DESCRIPTION</b> ( <i>maximum 3 pages</i> ) Describe your proposed project, addressing topics like: <ul style="list-style-type: none"> <li>• what you plan to do with the Award (provide details of your workplan and activities)</li> <li>• how this project fits into your body of work and reflects you artistic vision/artist statement</li> <li>• what you hope to accomplish—your project’s current state of development, and the work and progress you anticipate over the three-month project term</li> <li>• what you hope to do with the project after the Award term—your plans to exhibit, produce, perform, publish or present the work</li> </ul>
<input type="checkbox"/>	<b>BUDGET SUMMARY</b> Enclose a summary of how the \$6,000 award will be spent.
<input type="checkbox"/>	<b>SUPPORT MATERIAL</b> <i>Support material helps jurors assess your project against the adjudication criteria. The work samples and support material should be readable, relevant to your proposed project and as recent as possible. Applications and support material are scanned and provided to the jury electronically. If your support material cannot be scanned, please note the number of copies required for the jury. Note the file formats and maximum length. To be fair to all applicants, we will not forward excess material to the jury for consideration.</i> Enclose the following information/material to support the application: <ol style="list-style-type: none"> <li>1. <b>Resumé</b> (<i>maximum 3 pages – include website URLs if available</i>).</li> <li>2. <b>Samples of Recent Work</b>  <i>Excerpts from recent work will best represent your art to the jurors.</i>  <b><u>Dance and Theatre</u></b>            Include one video file on a USB or 4 playable DVDs of a performance sample (<i>maximum 5 – 10 minutes</i>) recorded within the last three years. Excerpts should:           <ul style="list-style-type: none"> <li>• Feature your own work and artistic practice</li> <li>• Reflect the genre or art form in which you propose to work.</li> </ul> </li> </ol>

## Support Material – Samples of Recent Work (continued...)

### **Music**

Include three tracks or 10 minutes maximum of music recorded within the last three years.

Excerpts should:

- Feature your own work and artistic practice
- Reflect the genre or art form in which you propose to work.

### **Literary**

Include a sample of the work-in-progress (*maximum 10 pages, double spaced*) **and** an excerpt from previously published work (*maximum 10 pages, double spaced*).

### **Visual Arts**

- **For Digital Media:**
  - Digital images (*maximum 20*)
  - Video files: (*maximum 5 minutes*)
- **For Video, Film or Audio Documentation** (*maximum 10 minutes running time not to exceed a total file size of 1 GB*)
  - Documentation of installation performance and similar work incorporating kinetic, audio or other elements not appropriate to digital image documentation  
*Do not submit news media documentation related to public relations (including print media and television interviews).*
- **For Exhibition Catalogues and Critical Reviews** (*maximum 3*):
  - Photocopies of essays or reviews (*maximum 3*) or submit 4 copies of one catalogue  
*DO NOT submit newspaper or magazine exhibition listings.*

### **3. Letters of Appraisal**

Emerging Professional Artists must request two Letters of Appraisal to assist the jury with its adjudication. Appraisal forms are available for download on the Arts Board's website.

- Include the names and telephone numbers of the individuals providing Letters of Appraisal.
- Appraisers should be established artists or arts professionals familiar with your body of work and qualified to assess the significance and artistic merit of your work-in-progress.
- To maintain confidentiality, Letters of Appraisal should be sent directly to the Saskatchewan Arts Board office by your appraisers. If the Letter of Appraisal is included with your application, it must be in a sealed envelope with the appraiser's signature across the seal.

### **4. Letter of Confirmation for Eligible Student Applicants**

Submit a letter from your Department Head confirming that the proposed work is unrelated to your program of study and will not be submitted for academic credit.

### **5. Other Support Material**

- You may include up to *three pages* of additional material to support your application, such as reviews, letters of support, etc.  
*Submit photocopies of reviews on 8.5 x 11 white paper (single-sided). Include the source and date of publication.*
- Include a list of the items included as support material. Indicate the number of copies submitted for each item.

### **Technical Requirements:**

- Print (including resumé, letter of support and/or confirmation, writing samples) – 8½ x 11 white paper (*single sided, page numbered*)
- Audio – mp3
- Moving images – Avi, Mov, Mpg, mp4
- Still Images – JPEG files in PC file format only, maximum file size: 1 MB

**Technical Requirements (continued):**

- Submit only 1 copy of USB drives, CDs and printed material that can be scanned.
- Submit 4 copies of material that cannot be scanned (*DVDs, catalogues, brochures, etc.*).
- Label USB drives, CDs, DVDs, flash drives and any support material that cannot be scanned with the program name, applicant name and application deadline date.
- Ensure all USB drives, CDs, DVDs are readable.
- Do not submit:
  - Paper documents that are double-sided. *Only one side of each page will be scanned and provided to the jury*
  - Original works of art.

*One copy of support material submitted by successful applicants is retained by the Saskatchewan Arts Board. All other support material will be returned only if requested by an applicant within 30 days of the date of the letter notifying them of the grant decision. The Arts Board will dispose of the extra support material after that date. The Arts Board makes every effort to handle support material safely however, it is not responsible for the loss of any material.*



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**SASKATCHEWAN FOUNDATION FOR THE ARTS  
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APPLICATION FORM**

*Application Closing Date: November 15, 2017*

- Complete this form in black ink or type.

PART 1: APPLICANT NAME

**Applicant Legal Name:**

**Name for Cheque Issue** *(if different from above):*

PART 2: APPLICANT INFORMATION

**Applicant Mailing Address:**

**Applicant Saskatchewan Address** *(if mailing address is outside the province):*

**Phone:**

**E-mail:**

**Website:**

PART 3: AWARDS INFORMATION

**Award Category** *(check one):*

- Award for an emerging or established professional literary artist
  - Emerging     Established
- Award for an emerging or established professional visual artist
  - Emerging     Established
- Award for a female emerging or established professional visual artist
  - Emerging     Established
- Award for an Aboriginal emerging or established professional artist in any arts discipline
  - Emerging     Established
- Award for an established professional artist who is a Regina resident and has an art practice in music, theatre or the visual arts
  - Music     Theatre     Visual Arts

PART 4: PROJECT INFORMATION

Project Dates: From \_\_\_\_\_ to \_\_\_\_\_  
(Day/Month/Year) (Day/Month/Year)

**Project Statement:**

**Complete the following sentence in 25 words or less:** *(The project statement will serve as an identifier on adjudication materials and reports. Do not exceed the length requested or write the statement on a separate page.)*

During the three-month project term, I will

PART 5: RELEASE OF INFORMATION

The Saskatchewan Foundation for the Arts may be approached by members of the media or elected officials for contact information on successful award recipients. Please check beside the options below to authorize the release of this information. If the options are not checked, your contact information will not be provided to members of the media and/or elected officials.

- I authorize the Saskatchewan Foundation for the Arts to provide my phone number and/or email address to members of the media in response to inquiries about the project/activity for which I have received Arts Board funding.
- I authorize the Saskatchewan Foundation for the Arts to provide my mailing address to elected officials – i.e. Members of the Saskatchewan Legislative Assembly (MLAs) and Saskatchewan Members of Parliament (MPs) – if this information is requested for the specific purpose of writing me a congratulatory letter for receiving an award from the Foundation.

PART 6: DECLARATION

I, the undersigned:

- **Certify:**
  - I have read and understand the eligibility criteria for this program, and I am in compliance with the program's eligibility requirements
  - I am a:  Saskatchewan resident (for \_\_\_\_ years) and a  Canadian citizen or  permanent resident of Canada
  - For applicants for the Artists Award for an established Regina artist working in music, theatre or the visual arts  I am a Regina resident.
- **Understand:**
  - Officials from the Saskatchewan Arts Board and/or the Saskatchewan Foundation for the Arts may request additional information beyond that included in the application including proof of Saskatchewan (and Regina, if applicable) residency
  - The Saskatchewan Arts Board and the Saskatchewan Foundation for the Arts rely on third party review and assessment of this application as part of its due diligence
  - This application may or may not be funded
  - Only one Artists Award will be recommended in each category
  - If this application is successful, I will receive a cheque from the Saskatchewan Foundation for the Arts for \$6,000. By cashing this cheque, I agree to:
    - Use the funds only for the project as described and approved
    - Notify the Saskatchewan Foundation for the Arts, through the Saskatchewan Arts Board, about any changes to the project that become necessary
    - Acknowledge the financial support of the Saskatchewan Foundation for the Arts
    - Provide the Saskatchewan Foundation for the Arts, through the Saskatchewan Arts Board, with a final report and a one-year follow-up report.
- Authorize the Saskatchewan Arts Board and/or the Saskatchewan Foundation for the Arts to contact me at any time regarding any matter related to this application and/or any conditions affiliated with funding received as a result of this application.
- If this application is successful, authorize the Saskatchewan Foundation for the Arts to publicly release my name, community, project description and amount of the approved grant, and post my photo and short bio on the Foundation's website.  
*The Saskatchewan Foundation for the Arts, as a public Foundation, is required to report on the funds it disburses through its programs.*
- Accept the conditions of this program and agree to direct all questions concerning the assessment and/or results of this application to the Saskatchewan Arts Board.
- Declare that the statements and information contained on this form and in this application are accurate and complete.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name (print clearly)

\_\_\_\_\_  
Date

