



Canada Council  
for the Arts

Conseil des Arts  
du Canada

## MUSIC SECTION

### Residencies and Commissioning of Canadian Compositions

The attached application form must be used to apply to this program. Please read the program information sheet carefully before completing the appropriate application form. Keep a copy of the information sheet and completed form. These documents contain essential information on the conditions of grants.

#### Application Deadlines

Completed applications and support material must be postmarked no later than **15 January** or **15 September**. If it falls on a weekend or statutory holiday, the deadline moves to the next business day.

**Late material will not be presented to the peer assessment committee and incomplete applications may be disqualified. The Music Section does not send or accept applications by fax or e-mail.**

#### Confidentiality of Information

The Privacy Act protects the personal information of individuals and provides them with a right of access to such information about themselves. Personal information will be maintained in Personal Information Bank CAC PPU 130. All other information may be accessible under the Access to Information Act.

On a confidential basis, the Canada Council for the Arts may share information related to applications and awards with officials in other arts and cultural industry funding agencies to assist with program planning and application evaluation.

#### Further Information

Music Section  
Canada Council for the Arts  
350 Albert Street, P.O. Box 1047  
Ottawa ON K1P 5V8

Telephone: For residencies contact **André Jutras**,  
1-800-263-5588 (toll-free) or (613) 566-4414, ext. 5071

For commissioning of Canadian compositions contact  
**René Lavoie, Non-Classical Music**, 1-800-263-5588 (toll-free)  
or (613) 566-4414, ext. 5073;  
**Shannon Peet, Classical and New Music**, 1-800-263-5588 (toll-free)  
or (613) 566-4414, ext. 5111.

E-mail: andre.jutras@canadacouncil.ca  
rene.lavoie@canadacouncil.ca  
shannon.peet@canadacouncil.ca

TTY (TDD) machine for hearing-impaired callers: (613) 565-5194

Fax: (613) 566-4409

September 2004 / MUFO17E 9-04





### Composer/Conductor Residencies

If you are completing the application on a computer, please use the following format. Type or print in black ink.  
**The Canada Council for the Arts will not accept applications submitted by fax or e-mail.**

MUSIC SECTION, CANADA COUNCIL FOR THE ARTS, 350 ALBERT ST., P.O. BOX 1047, OTTAWA ON K1P 5V8

**PART A – IDENTIFICATION AND DECLARATION**

**NAME OF HOST ORGANIZATION:** \_\_\_\_\_

**MAILING ADDRESS**

Street and apartment/suite number \_\_\_\_\_ City \_\_\_\_\_

Province/territory \_\_\_\_\_ Postal code \_\_\_\_\_

( \_\_\_\_\_ ) ( \_\_\_\_\_ )

Telephone \_\_\_\_\_ Fax \_\_\_\_\_

E-mail \_\_\_\_\_ Web site \_\_\_\_\_

**PERSON RESPONSIBLE FOR THE APPLICATION**

Name:

Position:

**NAME OF COMPOSER OR CONDUCTOR TO BE HOSTED:** \_\_\_\_\_

**PERMANENT ADDRESS**

Street and apartment/suite number \_\_\_\_\_ City \_\_\_\_\_

Province/territory \_\_\_\_\_ Postal code \_\_\_\_\_

( \_\_\_\_\_ ) ( \_\_\_\_\_ )

Telephone \_\_\_\_\_ Fax \_\_\_\_\_

E-mail \_\_\_\_\_ Web site \_\_\_\_\_

**Amount requested from this program:** \$ \_\_\_\_\_ **Direct contribution from host:** \$ \_\_\_\_\_

**Duration of project:** From (day/month/year) \_\_\_\_\_ to (day/month/year) \_\_\_\_\_

**DECLARATION**

**As a representative of the host organization** (please check off the boxes and sign where indicated),

I prefer to communicate with the Canada Council in  English  French

I accept the conditions of the program as outlined in the program information sheet, and agree to abide by the Canada Council for the Arts' decision.

I certify that the information contained in this application is accurate, to the best of my knowledge. I will act as sole representative of the organization, and I will keep the other participants informed of the contents and outcome of this grant application where applicable.

I am aware that the Canada Council for the Arts is subject to the Access to Information Act and Privacy Act, as described on the application cover sheet.

Name of contact person:

Position:

Signature:

Date:

**PART B – SUPPORT MATERIAL – The following support material must be submitted.**

**Please check off the items and return a copy of this sheet with your application.**

- A summary of up to four pages outlining the proposed project and detailing how the residency will enhance the professional development of the composer/conductor. This outline should address:***
  - how the composer/conductor will serve the applicant organization as a composer/conductor, consultant to the Music Director and spokesperson to the public;
  - the level of the composer's/conductor's access to the Music Director, the General Manager and the board of directors;
  - the amount of the composer's/conductor's time that will be devoted to working directly with the organization;
  - the amount of the composer's/conductor's time that will be devoted to working with the ensemble;
  - for composer-in-residence requests only, the amount of the composer's time that will be devoted to composing, and how many of the composer's pieces will be performed by the ensemble and in which series.
- A brief letter (no more than one page) from the Music Director addressing the proposed working relationship between the Music Director and the composer/conductor, and how having an artist-in residence will impact on the organization's artistic plan.***
- A description of how the organization intends to present and publicize the residency project to the public.***
- A budget that indicates the organization's financial commitment to the project (include the fee for the composer/conductor and any other direct costs). If the total sum available for the residency is not to be paid in fees to the composer/conductor, please justify all other expenses.***
- A description of the process used to select the composer/conductor.***