# Canada Council for the Arts logo. Musical Instrument Bank

## Identification form

The information that you provide on the identification form will not be submitted to the assessment committee.

### Identification of applicant

Full legal name

Alias (if applicable)

Ms.  Mr.  Other Year of birth

Complete address

Primary telephone Secondary telephone (specify)

Email Website

I prefer to communicate with the Canada Council in:  English  French

### Declaration

To be eligible, you must confirm your agreement with all of the following statements:

* I am a Canadian citizen or have permanent resident status, as defined by Immigration, Refugees and Citizenship Canada.
* I have carefully read the eligibility criteria for this prize, which are described in the guidelines, and I meet these criteria.
* I understand that I am responsible for informing myself about and following any and all applicable ethical and legal responsibilities and/or appropriate protocols related to linguistic or cultural intellectual property.
* I accept the conditions of this competition and agree to accept the Canada Council’s decision.
* I am aware that the Canada Council is subject to the [*Access to Information Act*](https://laws-lois.justice.gc.ca/eng/acts/A-1/index.html) and [*Privacy Act*](https://laws-lois.justice.gc.ca/eng/acts/P-21/FullText.html)*.*

If I am a recipient of an instrument:

* I agree to the use of my photograph, videos and public information on my professional practice or relevant activities for promotion of this prize and in other Canada Council promotional initiatives.
* I agree to participate fully in all prize activities, including media events, ceremonies, receptions and other related events.
* I agree to keep the results confidential until the Canada Council makes its official announcement.
* I understand that I cannot receive a loan of an instrument until any overdue annual and final reports for Canada Council grants or Musical Instrument Bank loans have been submitted and approved.
* I allow the Canada Council for the Arts to inform Members of Parliament and federal representatives about this decision.
* I agree to actively mention and promote the Canada Council at all public events and performances.
* I agree to actively and publicly promote my travels and experiences with the instrument during the three-year period.
* I agree to maintain Canadian Citizenship or permanent resident status for the term of the loan unless the Canada Council agrees otherwise.

I confirm that:

* I agree with the statements above.
* The statements in my application are complete and accurate, to the best of my knowledge.

Name Date

### Access Support (if applicable)

Applicants who are Deaf, have disabilities or are living with mental illness may apply for additional funds to cover expenses for specific services and supports which are required to carry out the proposed eligible activities. Access support funds are separate from prize funds.

#### Total access support amount requested

This amount must match the sum of the amounts requested in the description and cost breakdownbelow.

#### $

If successful, you might not be awarded the full amount requested.

#### Description and cost breakdown

Describe in detail the required services and supports and provide the cost breakdown. The description should include as much detail as possible and describe why the supports and/or services are required to carry out your activities. For example:

|  |  |
| --- | --- |
| Description | Cost breakdown |
| Workshop leaders will require sign language interpretation to communicate with me during the workshop. I will need to hire 2 interpreters for 3 hours at $80 per hour each | 3x $80 x 2 = $480 |
| Travel expenses from Montreal – Ottawa (2 bus tickets at $75 each). | $75 x 2 = $150 |
| Total request | **$630 total** |

Personal information collected on this form will be stored in the Personal Information Bank for the appropriate program   
CC ART 202. Protected when completed.

# Musical Instrument Bank

## Required documents and support material

### Required documents

**Description of the instrument you currently play** (and the bow you use, if you are a cellist)

Include:

* maker
* year made
* approximate value
* the name of the instrument or bow’s owner
* any other relevant details

**Up-to-date CV (3 pages maximum)**

Include:

* educational degrees
* relevant employment history
* honours received (including scholarships and bursary awards)
* scholarly and professional activities (e.g., performances: year, month, series name and location)
* music recordings (solo or collaborative, year, description)
* music and educational initiatives

**Biography (150 words maximum)**

**List of your current repertoire**

**A written statement (2 pages maximum)**

Clearly outline the following:

* Your accomplishments to date and a description showing that you are in a key period of your professional development
* A clear plan of how you intend to take full advantage of Canadian and International professional engagements and how you plan to advance your artistic practice and generate future opportunities for professional growth.

A summary of your past and anticipated contributions towards a more equitable, diverse, and inclusive artistic ecosystem. For example, you might consider the music or composers you perform, who you perform with (your collaborations), who you perform for (audiences) and events or workshops you hold.

#### Instructions

* Text files must be in .pdf, .doc or .docx, .txt or .rtf format.
* Do not use punctuation, spaces, special characters, or more than 45 characters in your file names.

### Support material

The support material you submit will be retained with your application until deleted as per Canada Council’s Retention Policy.

Assessment committee members are instructed to view as much material as they need in order to make an informed decision.

You must submit your digital support material by email attachment or link (**links are preferred**).

#### Recordings

For the pre-selection stage of the competition, you must submit 3 separate recordings of your playing, made within the last 3 years, preferably during a live performance. The repertoire must consist of **3 solo works** (with piano accompaniment, if applicable) as follows:

* 1 work from the baroque or classical period
* 1 Canadian work
* 1 work of your choosing

The 3 recordings combined must run a maximum of **30 minutes** and must accurately represent your performing range and ability.

**You are responsible for providing recordings of excellent technical quality**. At the pre-selection stage, the peer assessment committee makes its decisions about artistic quality by listening to the submitted recordings.

Works performed with an orchestra or ensemble may not be the best representation of an individual musician’s work. If you choose to submit such work, please edit the selection to present only your solo passages.

#### Instructions

* Name your files in this format: **01filename**
* Do not use punctuation, spaces, special characters, or more than 45 characters in your file names.
* Test your material before you submit it to ensure that it is formatted correctly. It is your responsibility to ensure that all material reaches the Canada Council intact and in a readable format.

We do not accept compressed files such as .zip, .rar, .7zip, htm, or .html or executable files such as .exe, .com etc.

Audiovisual files must be:

* viewable with VLC media player (for more information, consult [videolan.org/vlc/](http://www.videolan.org/vlc/))
* a maximum 60 FPS
* a maximum resolution of 1080P (or frame size of 1920 x 1080)

no larger than 1 GB

Links

* Only URLs uploaded to [SoundCloud](http://www.soundcloud.com/), [Vimeo](http://www.vimeo.com/) or [YouTube](http://www.youtube.com/) are accepted.

Links must go directly to your support material and should not require further navigation or a file to be downloaded. URLs must be accessible throughout the assessment process.

### Canada Council for the Arts logo.

# Musical Instrument Bank

## Application Form

The information that you provide from this point onward will be submitted to the assessment committee.

### Identification of applicant

Full name

City and province / territory

### Identification of agent (if applicable)

Full name

City and province / territory

### Support Material

#### Description of recordings

List the recordings in the order that you want them to be presented.

**(30 minutes maximum combined total)**

**No. 1**

File name or URL (SoundCloud, Vimeo or YouTube):

Full title of composition:

Composer: Canadian?  Yes No

Tempo (if applicable):

Markings (if applicable):

Movements (if applicable):

Measure(s) or excerpts:

Applicant’s credit or role:

Performed by:

Label and date of release (if applicable):

**Completion date of recording** (**mandatory**):

Indicate cues:

**No. 2**

File name or URL (SoundCloud, Vimeo or YouTube):

Full title of composition:

Composer: Canadian?  Yes No

Tempo (if applicable):

Markings (if applicable):

Movements (if applicable):

Measure(s) or excerpts:

Applicant’s credit or role:

Performed by:

Label and date of release (if applicable):

**Completion date of recording** (**mandatory**):

Indicate cues:

**No. 3**

File name or URL (SoundCloud, Vimeo or YouTube):

Full title of composition:

Composer: Canadian?  Yes No

Tempo (if applicable):

Markings (if applicable):

Movements (if applicable):

Measure(s) or excerpts:

Applicant’s credit or role:

Performed by:

Label and date of release (if applicable):

**Completion date of recording** (**mandatory**):

Indicate cues:

## Checklist

Use this checklist to confirm that you have completed all relevant sections of the form and have included all required support material.

You must include the following items in the order shown below.

#### Identification form (confidential)

* Identification of applicant
* Declaration

#### Application form

* Identification of applicant
* Identification of agent
* Description of recordings

#### Required documents

* Description of the instrument you currently play (and the bow you use if you are a cellist)
* Up-to-date CV (3 pages maximum)
* Biography (150 words maximum)
* List of your current repertoire
* Written statement (2 pages maximum)

#### Support material (3 recordings)

* 1 work from the baroque or classical period
* 1 Canadian work

1 work of your choosing

Send your completed applicationform, required documents and support material **as 1 email** on or before the deadline by 11:59 pm (local time) to [instrumentbank@canadacouncil.ca](mailto:instrumentbank@canadacouncil.ca).

* The maximum file size including attachments is 25 MB.

If you do not receive a confirmation email within 3 business days, please contact us.

Incomplete or late applications will not be assessed.

*SPROTECTED B (when completed) PIB CC PPU 020*



Self-Identification (optional)

The Canada Council encourages you to complete this voluntary self-identification form to help determine whether our programs and services are reaching a diverse range of Canadian artists. The Canada Council aims to support a vital and diverse arts ecology that enriches the lives of Canadians, and equity is a critical means to achieve this. All citizens deserve to benefit from a vibrant, accessible and pluralistic arts sector, in which all creative expressions have the same chance to flourish.

Anyone applying to the Canada Council, participating on a peer assessment committee, being nominated or accepting a prize is invited to complete this form. Completion of this form is entirely voluntary. The information that you provide will not be used to assess your application.

The Canada Council may use the information collected to increase equity of access to grants and other opportunities, and to ensure that these opportunities reach groups which represent Canada’s diverse artistic community. This information may also be used to evaluate the outreach efforts of the Canada Council and for other research purposes.

* Please complete this revised form even if you have provided self-ID information in the past.
* **Please do not complete this form if you are already registered with the Canada Council Portal.**   
  In that case, you have already had the opportunity to answer our questions.

Name

**Year of birth**

We use this information to better understand generational representation within our programs.

Place of birth, citizenship, and immigration

We use this information to better understand the geographical diversity within our programs.

**Place of birth**

Canada  Outside Canada

If you were not born in Canada, please specify your country of birth

**Home**

“Home” refers to a place where you have roots, knowledge, and connection.

Home province/territory/state or other region

City, town, hamlet, First Nation or Inuit community, Métis Settlement or other place

**Citizenship and immigration status**

Please select your status as defined by [Immigration, Refugees and Citizenship Canada](https://www.canada.ca/en/immigration-refugees-citizenship.html)

Canadian citizen  Permanent resident  Non-resident

If you were not born in Canada, please indicate the year you first arrived in Canada

Gender

This information is used to inform our understanding of the experiences of applicants and peers from gender diverse communities with our programs.

Please select all that apply:

Trans  Woman  Man  Non-binary  Two-spirit

Genderqueer  Agender  Or, please specify

Sexual orientation

We use this information to better understand sexual diversity within our programs.

Please select all that apply:

Heterosexual  Two-spirit  Lesbian  Gay  Bisexual

Pansexual  Queer  Questioning  Asexual  Or, please specify

Linguistic diversity

We use this information to better understand linguistic diversity within our programs.

**First language**

**Official-language minority communities**

Official language minority communities are groups of people whose first language or chosen official language is not the majority language in their province or territory—in other words, Anglophones in Quebec and Francophones outside of Quebec.

Select the option below if you identify as a member of an official language minority community

Anglophone official-language minority (e.g., English speaker in Quebec)

Francophone official-language minority (e.g., French speaker outside Quebec.)

**Languages**

Select all the language(s) you have learned and still understand:

English  French

anishinaabemowin / Ojibwe    anishininiimowin / Oji-Cree    Dene

Innu-aimun    Inuktitut  Nêhiyawêwin / Cree

Other Indigenous languages, (please specify):

Arabic  Cantonese  Punjabi (Panjabi)    Mandarin

Spanish  Tagalog (Pilipino, Filipino)

Other languages (please specify)

ASL (American Sign Language)  ISL (Indigenous Sign Languages)

LSQ (Langue des signes québécoise)

Other sign languages (please specify)

Deaf and disability

We use this information to better understand the participation of people who are Deaf and/or have disabilities in our programs.

Please indicate if you identify as a person who:

is Deaf, partially deaf, hard of hearing

has a disability (e.g., blindness, visual impairment, physical impairment, reduced mobility, learning disability, intellectual impairment, living with a mental or chronic illness)

First Nations, Inuit and Métis

We use this information to better understand the participation of Indigenous Peoples in our programs.

The Council supports Indigenous arts and cultures in the spirit of self-determination and is opposed to appropriation. This means that the cultural and artistic practices of Indigenous Peoples must remain in the control of their communities.

Please indicate if you identify as belonging to one of the following Indigenous Peoples in Canada:

First Nations  Inuit  Métis

First Nations, Inuit and Métis persons may also describe their Indigenous identity in their own words:

In the next section, you can also describe your racial and ethnic identity or select any other identities that apply.

Racial and ethnic identity

We use this information to better understand racial and ethnic diversity within our programs.

Please describe your racial and ethnic identity in your own words.

To help us compare applicant and peer assessor demographics with the general population, please select all that apply:

Black, Caribbean (e.g., Jamaican, Haitian, Trinidadian/Tobagonian)

Black, African (e.g., Nigerian, Ethiopian, Congolese)

Black, not listed above

North African (e.g., Egyptian, Moroccan, Algerian)

South Asian (e.g., Indian, Pakistani, Sri Lankan, Indo-Caribbean)

East Asian (e.g., Chinese, Korean, Japanese, Taiwanese)

Southeast Asian (e.g., Filipinx, Vietnamese, Cambodian)

Pacific Islander (e.g., Samoan, Fijian, Native Hawaiian)

West or Central Asian (e.g., Iranian, Lebanese, Afghan)

Latin American or Latinx (e.g., Colombian, Salvadoran, Peruvian)

Indigenous outside of Canada (e.g., Māori, Sámi, Maasai, Maya)

Mixed race or ethnicity, including one or more of the identities listed above

White (e.g., English, French, Swedish)

Another racial or ethnic identity

Agreement to provide personal information

**Consent to share information**

Select **one** of the options below:

I consent to have the Canada Council for the Arts share my information with other Canadian government departments, organizations and contractors with whom the Council has a data sharing agreement.

I do not consent to have the Canada Council for the Arts share my information with other Canadian government departments, organizations and contractors with whom the Council has a data sharing agreement.

**I confirm that I agree to the following:**

I have provided the personal information in this form with the understanding that it will be used only for the purposes stated in this form and in the [Canada Council's Privacy Notice.](http://canadacouncil.ca/about/public-accountability/privacy-notice)

The information I have provided is accurate and complete.

Name Date

Contact information

You can request access to your information or to have corrections made to your information by contacting the ATIP coordinator:

Access to Information and Privacy (ATIP) Coordinator

Canada Council for the Arts  
150 Elgin Street, P.O. Box 1047  
Ottawa ON K1P 5V8

[atip-aiprp@canadacouncil.ca](mailto:atip-aiprp@canadacouncil.ca) | 1-800-263-5588 or 613-566-4414, ext. 4015

For people who are Deaf, hard of hearing or TTY users, please use your preferred MRS (Message Relay Service) or IP (Internet Protocol) service to contact us.

The Canada Council also welcomes VRS (Video Relay Service) calls. For more information, please visit the [VRS Canada website (http://srvcanadavrs.ca/en/)](http://srvcanadavrs.ca/en/)

Personal information is stored in a series of Canada Council data banks described in *Info Source*.