

## STUDIOS AND STUDIO-APARTEMENTS

### MON DOSSIER

CALQ

Register for [Mon Dossier CALQ](#) and complete your grant application online.

### 1. Identification of the applicant

Form of address  Mr.  Ms.  None (Non-binary or other)

Last name  First name

Year artistic practice started

### 2. Artistic discipline (indicate the appropriate discipline and the specialty or field)

- |   |  |   |   |
|---|--|---|---|
| <input type="checkbox"/> Arts and crafts        | <input type="checkbox"/> Dance                       | <input type="checkbox"/> Landscape architecture | <input type="checkbox"/> Songwriting other than French-language |
| <input type="checkbox"/> Architectural research | <input type="checkbox"/> Digital arts                | <input type="checkbox"/> Literature             | <input type="checkbox"/> Theatre                                |
| <input type="checkbox"/> Circus arts            | <input type="checkbox"/> Film - video                | <input type="checkbox"/> Multidisciplinary arts | <input type="checkbox"/> Urban planning                         |
| <input type="checkbox"/> Classical music        | <input type="checkbox"/> Environmental design        | <input type="checkbox"/> Non-classical music    | <input type="checkbox"/> Video installation                     |
| <input type="checkbox"/> Contemporary music     | <input type="checkbox"/> French-language songwriting | <input type="checkbox"/> Storytelling           | <input type="checkbox"/> Visual art                             |

Specialty or field :

Examples :  Visual arts : specialty or field : *Painting*  
 Literature : literary genre : *Poetry, spoken word*

Is the field indicated the one in which you are pursuing your career?  Yes  No

### 3. Studio or studio-apartment requested

Venue :

Amount requested : \$

### 4. Nature and description of project

Project title

Duration of project  Starting date  Completion date   
(year/month) (year/month)

Does the project covered by this studio-apartments grant require the use of digital technologies (excluding office automation tools such as word processing) ?  Yes  No

## 5. Summary (Maximum 250 caractères, espaces compris)

## 6. Required documents to attach to the grant application

- Form containing the details of the project
- Form containing personal information, completed and signed
- Applicant's Curriculum vitae (maximum 3 pages)
- Partner's Curriculum vitae (Postdam only - maximum 3 pages)
- Schedule
- Press file (maximum 5 pages)
- Letters of commitment from the collaborators along with a description of their contribution to the project (if applicable)
- Letter of intent (if applicable)

## 7. Instructions to send files

Until further notice, the Conseil will receive the application file via WeTransfer at the following email address: [formularesddri@calq.gouv.qc.ca](mailto:formularesddri@calq.gouv.qc.ca).

However, to ensure your personal information is protected, it is your responsibility to password protect the files you send.

- Sign the completed form.
- Place all files (the form and other required documents) to transfer via WeTransfer in a compressed file, **in password-protected 7-Zip format**. If you do not know how to do so, here are a few helpful references: [downloading 7-ZIP](#); for Mac users [downloading Keka](#); [protecting a file or ZIP file](#).
- Send the file via [WeTransfer](#) to [formularesddri@calq.gouv.qc.ca](mailto:formularesddri@calq.gouv.qc.ca)
- Send the recipient the password to open the file [through a separate communication](#).

- I understand that the use of email offers no guarantee of confidentiality, and I accept the risks associated with communicating personal information via email.

The CALQ confirms that personal information gathered from this transfer is accessible only to those authorized to receive it within the organization.

## 8. Information request

**Laurent Rozencwajg**

**Chargé de programmes**

**Conseil des arts et des lettres du Québec**

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E-mail: [laurent.rozencwajg@calq.gouv.qc.ca](mailto:laurent.rozencwajg@calq.gouv.qc.ca)

## 9. Supporting materials

### Format of supporting materials

<b>Audio and video</b> documents	Must be presented as weblinks inserted in a PDF file, or sent in Mp3, M4a, MPEG or AVI format.
<b>Handwritten or printed</b> documents	In PFD format.
<b>Images</b>	In JPEG format, file size 1 MB or less.

### Documentation

<input type="checkbox"/> For the circus arts, multidisciplinary arts, dance and theatre	Maximum of three excerpts totaling no more than 15 minutes in duration and/or 15 digital images. In the case of a manuscript, an excerpt of no more than 25 pages
<input type="checkbox"/> For the digital arts, visual arts, arts and crafts and architectural research	15 digital images and/or a maximum of three excerpts totaling no more than 15 minutes in duration
<input type="checkbox"/> For comic strip art	Maximum of 15 pages of excerpts from albums published by a publisher recognized by his peers or disseminated in one or more cultural periodicals. Self-published works are not recognized.
<input type="checkbox"/> For film and video	Maximum of two excerpts of works and/or a demo of a work to be produced totaling no more than 15 minutes in duration (including titles and credits). For postproduction applications, present an assembly or pre-edit lasting no more than 10 minutes in duration and a 5-minute excerpt (including titles) of a previous work. In the case of a screenplay, provide an excerpt of no more than 25 pages.
<input type="checkbox"/> For music	Audio demo related to the project (max. 3 work excerpts or 15 minutes) and/or a maximum of 3 previously produced works. For contemporary and classical music composers, scores of works presented in the demo.
<input type="checkbox"/> For popular song	Audio demo related to the project (max. 3 work excerpts or 15 minutes) and/or a maximum of 3 previously produced works. Song lyrics ((maximum of five), synopses of musical theatre works, if applicable.
<input type="checkbox"/> For storytelling and spoken word creation	Collection of chosen texts, of a maximum length of 25 pages or a maximum of three excerpts of works totaling no more than 15 minutes.
<input type="checkbox"/> For literature	Excerpt of a book and/or a manuscript or a collection of chosen texts, of a maximum length of 25 pages.

### Recommandations

#### Your files must be readable using one of the following software packages:

Recent versions of the following browsers : Edge, Google Chrome, Mozilla Firefox ou Safari  
 VLC reader and Media Player  
 Acrobat Reader DC

#### For Mac OS users:

Activate the function that allows them to automatically record the Windows extension at the end of the document name.

**The attachments must not exceed a combined total of 25 MB.**

Last name, first name	
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**The supporting materials must be identified with the applicant's name.**

**10. Description list of handwritten or printed documents** (Attach an addition sheet, if necessary)

No	Date created	Author, title and description of the work	Additional information (applicant's role, etc.)
1			
2			
3			
4			
5			

**11. Description list of the audio and video material** (Attach an addition sheet, if necessary)

No	Date created	Author, title of the work and a brief description of the document, if need be. Special instructions, notes or warnings.	Duration	Format	Autres renseignements (applicant's role, etc.)
1					
2					
3					
4					
5					

**12. Description of the visual material** (Digital images: maximum 15)

**Important :** Submit the PC-compatible files in JPEG format only. Submit images at a resolution of 72 PPI that do not exceed 1 MB.

No	Date created	Title of the work and place of exhibition or public area where it was photographed, as the case may be.	Material	Size (centimetres)
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				

Last name, first name	
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Project title	
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### 13. Description

**Describe your project**

(maximum 10 500 characters)

**Describe the anticipated benefits from realization of the project for the evolution of your work or career**

(maximum 3 500 characters)

**Specify how this choice of residency is advantageous for the realization of your project**

(maximum 3 500 caractères, espaces compris)

**Summarize your project in English or Spanish in a few paragraphs, depending upon the host country**

(maximum 4 500 caractères, espaces compris)