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| **CALQ logo Qc-drapeau (nb) A+** | | **Grand application form Detail of the project** | |
| **RECOGNITION, pROGRAM FOR THE iNUIT AND fIRST NATIONS ARTS**  **MICROGRANTS** | | |  | |
|  | **Register for** [**Mon Dossier CALQ**](https://www.pes.calq.gouv.qc.ca/PES) **and complete your grant application online** | | |
| **An application must be filed at least four weeks before the project is to commence for it to be deemed admissible.** | | | |

**In keeping with Inuit and First Nations traditions, the Conseil provides the opportunity to orally present the *section 10 – Details of the project* of the present form.**

Before submitting an application, artists are advised to get in touch with the contact person for this program.

1. **Identification of the applicant**

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| Form of address | | |  |  | Mr. | | |  | |  | | |  | Ms. | | | | |  | None (Non-binary or other) | | |
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| Last name |  |  | | | | | | | | | | | | First name | |  |  | | | | | | |
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| Year artistic practice started | | | | | | | | | |  | |  | | | | | | | | | | | | |

1. **Artistic discipline** (Indicate the appropriate discipline and the speciality, field or literary genre)

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|  | Architectural research |  | Digital arts |  | Music | |
|  |  |  |  |  |  | |
|  | Arts and crafts |  | Film and video art |  | Popular song | |
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|  | Circus arts |  | Literature and storytelling |  | Theatre | |
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|  | Dance |  | Mutidisciplinary arts |  | Visual arts | |
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| Specialty, field or literary genre | | | | |  | | | | | | | | |
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| *Examples :* | |  | *Visual arts : specialty or field* | | | | *Painting* | | | | | |
|  | |  | *Literature : literary genre :* | | | | *Poetry, spoken word* | | | | | |
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1. **Amount requested (maximum $3,000)**

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1. **Project**

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| Project title |  | | | | | | | | | | | | | | | | |
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| Realization: |  | Starting date | |  | Completion date | | | |  | | | | |
|  | | (year/month/day) | | |  | | | | (year/month/day) | | | | |  | | |
|  | | | | | | | | | | | | | | | | | |
| Place of project realization (city, region) | | | |  | | | | | | | | | | | | | |
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| Does the project require the use of digital technologies? | | | | | | |  | Yes | | |  | No | | | |
| (excluding office automation tools such as word processing) | | | | | | |  |  | |  | | | |

1. **Summary** (Maximum 250 characters, spaces included)

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1. **Required documents to attach to the application form**

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|  | Form “Detail of the project” and, if applicable, a video presenting the project (section 10). |
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|  | Form containing personal information, completed and signed. |
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|  | Applicant’s Curriculum vitæ or, if applicable, from each participants artists (maximum of 3 pages). |
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|  | Document confirming Inuit and First Nations status for an initial application to the Conseil: double-sided photocopy of the Indian status card issued by Indian and Northern Affairs Canada (INAC) or the Inuit Beneficiary Card issued by Makivik Corporation (Nunavik), Inuvialuit Regional Corporation (Inuivialuit), Nunavut Tunngavik Inc. (Nunavut) or Nunatsiavut (Labrador). If you cannot submit these documents, the Conseil will determine your eligibility based on the responses provided in the "Applicant's undertaking" section. |
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|  | Letter of recommendation provided by peers, elders or the community (for up-and-coming Inuit and First Nations artists only). |
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|  | Supporting materials: images (maximum 15), texts (maximum 25 pages) or audio/video recordings (maximum 15, presented as weblinks in a Word document or PDF) of the artistic work of the applicant or group of collaborators, either produced prior to the project or relating to it.**\*** Listening or viewing notes will facilitate the evaluation process. |
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|  | Detailed budget (revenues and expenses of the project) |
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|  | Contract, confirmation or letter of intent: Document from the partners confirming their contribution to the project’s realization and the terms of the agreement entered into with the applicant. |
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|  | Confirmation or agreement: For an artist sponsored by an organization or for a recognized professional artist, the document confirming the sponsorship (if applicable). |
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1. **Supporting materials**

**7.1 Format of supporting materials**

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

1. **Instructions to send files**

The Calq receive the application file via [WeTransfer](https://wetransfer.com/) at the following email address: [sara.thibault@calq.gouv.qc.ca](mailto:sara.thibault@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](https://www.7-zip.org/); for Mac users [downloading Keka](https://www.keka.io/en/); [protecting a file or ZIP file](https://7zip.fr/7zip-compresser-avec-mot-de-passe/).
* Send the file via  [WeTransfer](https://wetransfer.com/) to [sara.thibault@calq.gouv.qc.ca](mailto:sara.thibault@calq.gouv.qc.ca)
* Send the recipient the password to open the file through a separate communication.

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|  | 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.

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| **The maximum file size for all attached documents must not exceed 25 MB.** |

1. **Information request**

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| **Sara Thibault, Program officer** | |
| **Recognition, Program for the Inuit and First Nation arts** | |
|  | 514 845-9024  or |
|  | 1 800 608-3350 |
|  | [sara.thibault@calq.gouv.qc.ca](mailto:sara.thibault@calq.gouv.qc.ca) |

1. **Description of the project**

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| **This section can be submitted in writing or orally. The oral presentation, in English or in French, should not exceed five minutes.** |

**10.1 Describe your project** (Maximum 10 500 characters, spaces included)

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**10.2 Indicate the project's expected impact on you, your artistic practice and your career** (Maximum 3 500 characters, spaces included)

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1. **Schedule**

**11.1 Describe the steps for realization of the project** (Maximum 3 500 characters, spaces included).

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1. **Budget**

**Provide a detailed budget** (indicating project revenues and expenses).

You can produce your own budget or use the CALQ’s template available on the website in the program “Microgrants” ([**clic here**](https://www.calq.gouv.qc.ca/en/aides/indigenous-arts-microgrants#c33185)).

1. **List of participants** (as applicable)

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| **First and last names** | | |  | **Project role** | | **Nation** (as applicable) | | |
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Add lines as needed.

1. **Information on the host organization or partner organizations** (as applicable)

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| **Name** |  | **Website** |
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Add lines as needed