

**Recognition  
Program for the Inuit and First Nations arts  
Microgrants**

**MON DOSSIER**



**Register for [Mon Dossier CALQ](#) 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 a micro-grant project. After completing the initial identification page of the form, applicants should simply follow the oral presentation instructions to describe their project and its various stages, in addition to providing budget details and any other information requested. **If you are applying for the first time, you are advised to get in touch with the contact person for this program.**

**Name of applicant**

Form of address	<input type="checkbox"/>	Mr.	<input type="checkbox"/>	Ms.	<input type="checkbox"/>	None (Non-binary or other)
Last name				First name		
Year artistic practice started _____						

**Artistic discipline** (Specify the relevant discipline for your project and indicate the speciality, area or literary genre.)

<input type="checkbox"/> Architectural research <input type="checkbox"/> Arts and crafts <input type="checkbox"/> Circus arts <input type="checkbox"/> Dance	<input type="checkbox"/> Digital arts <input type="checkbox"/> Film and video art <input type="checkbox"/> Literature and storytelling <input type="checkbox"/> Multidisciplinary arts	<input type="checkbox"/> Music <input type="checkbox"/> Popular song <input type="checkbox"/> Theatre <input type="checkbox"/> Visual arts
Specialty, field or literary genre _____		
Examples : <input checked="" type="checkbox"/> Visual arts: specialty or field: drawing or pyrography (wood burning) <input checked="" type="checkbox"/> Literature: literary genre: storytelling <input checked="" type="checkbox"/> Métiers d'art : beading or fabric painting <input checked="" type="checkbox"/> Theatre: puppetry		

**Amount requested** (maximum \$3000)

Total amount requested	\$ _____
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**Project**

Project title: _____	
Completion dates: _____ Starting date (year/month/day)	Completion date (year/month/day)
Completion location: _____	
Does the project require the use of digital technologies? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>	

**Summary** (maximum 250 characters, including spaces)

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## Instructions to send files

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Until further notice, the Conseil will receive the application file via [WeTransfer](#), 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.

1. Sign the completed Personal Information form.
2. Place all files (**as described in the “Required documents” section**) 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](#).
3. Send the file via [WeTransfer](#) to [sara.thibault@calq.gouv.qc.ca](mailto:sara.thibault@calq.gouv.qc.ca).
4. 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. The CALQ will use the necessary information to follow up on or respond to your message.

### Information request

#### **Sara Thibault, Program officer**

Recognition, Program for the Inuit and First Nation arts

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

1435, De Bleury Street, Suite 300

Montréal (Québec) H3A 2H7

Telephone: 514 864-3350 or toll-free: 1 800 608-3350

[sara.thibault@calq.gouv.qc.ca](mailto:sara.thibault@calq.gouv.qc.ca)

## Required documents

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The application should include the following:

- ☐ Form containing the description of the project.
- ☐ Form containing personal information, completed and signed.
- ☐ 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 (Inuvialuit), 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.
- ☐ Letter of recommendation provided by peers, elders or the community (for up-and-coming Inuit and First Nations artists only).
- ☐ 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.

**Important: The maximum size of all attached documents must not exceed 25 Mb.**

## Project presentation instructions

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The following sections may be completed using the form or may be presented orally (in French or English. Please indicate the preferred option (check box).

	Written	Oral
1. Project description	<input type="checkbox"/>	<input type="checkbox"/>
2. Schedule	<input type="checkbox"/>	<input type="checkbox"/>
3. Budget	<input type="checkbox"/>	<input type="checkbox"/>
4. Applicant's résumé or biography (maximum 3 pages).	<input type="checkbox"/>	<input type="checkbox"/>

<p><b>Oral recording specifications: If the description is submitted in an Inuit or First Nations language, it must be accompanied by an English or French translation.</b> The presentation should not exceed <b>5 minutes</b>. The <u>recommended</u> formats for the recording are AVI and MPEG. If the supporting items and documents cannot be submitted in accordance with the above recommendations, please contact the person in charge of the program.</p>
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## 1- Project description

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Describe your project.

Indicate the project's expected impact on you, your artistic practice and your career.

## 2- Schedule

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Describe the steps for realization of the project.

## 3- Budget

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If this section is submitted in writing, it may be completed using the form or attached to the application.

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

### List of participants (as applicable)

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First and last names	Project role	Nation (as applicable)

Add lines as needed.

### Information on the host organization or partner organizations (as applicable)

Name	Website

Add lines as needed.

### Supplementary request for disabled persons

If you would like to request an additional amount to ensure accessibility for one or more disabled persons connected to the project, please download and complete the form entitled [Supplementary request for disabled persons](#). This form should be submitted together with the related grant application.