



The Art of Grantwriting

Kawartha Lakes Arts Council

November 18, 2015

Presented by Tara Williamson

About Me



- Singer-Songwriter
- Writer – poetry & non-fiction
- Consultant/Researcher
- Professor
- OKW – Ode'min Giizis Festival; ReFrame; Nijikiwendidaa, OAC Juror

Grants

- 2 EPs
- Forthcoming album
- Residency at Banff Arts Centre
- Professional Development – MB Music, MB Arts & Culture
- Mentorship with Tomson Highway



FORGET INSPIRATION,
SHE'S HELPING ME FILL
OUT THIS GRANT APPLICATION.



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The Process

- Know Your Project
- Research Grants
- Select the Best Grants
- PREpare to Write the Grant
- Write the Grant
- Get the Grant – Do the Project & the Final Report
- Didn't get the Grant? Follow up and do the project anyway

Know Your Project

- What are you doing?
 - Elevator pitch
 - 15 minute speech
 - What stage is your project at now?
- Why does what your doing matter?
 - To your own practice
 - To your particular medium
 - To the larger (arts) community
- Who are you as an artist?
 - Emerging, established?
 - Art inventory/CV
 - Why are you the best person to do this?

Research Grants

- Ontario Arts Council
- Canada Council for the Arts
- Banff Centre for the Arts
- Local Arts Councils
- Other affiliations/communities
 - Geographic
 - Cultural
 - Field specific

Research Grants

- Make a list of potential grants your project (s) fit(s) into
 - Funding body
 - Basic requirements (i.e. type of art form, production or presentation, eligibility requirements)
 - Monies available (i.e. minimum and maximum amounts)
 - Deadlines

Research Grants

Aboriginal Peoples Music: Project Grants

canadacouncil.ca/council/grants/find-a-grant/grants/aboriginal-peoples-music-project-grants

Canada Council for the Arts / Conseil des arts du Canada

What can we help you find?

Grants | Prizes | About Us | News Room | Artist Stories | Research | Resources | Âjagemô | New Funding Model

Home > Canada Council > Grants > Find a grant > Aboriginal Peoples Music: Project Grants

Aboriginal Peoples Music: Project Grants

Deadline(s) 1 March Learn more	Grant Amount Up to \$20,000 Learn more	Eligibility Get Eligibility Information Learn more
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Guidelines and Forms
[GO! Grants Online - Apply for a grant online](#)
[Aboriginal Peoples Music: Project Grants \(pdf\)](#)

Past Recipients
[See all recipients](#)

Artist Story
[Research Centre for Music, Media and Place](#)
Festival promotes networking opportunities for Aboriginal artists Over 3,000 attendees including delegates from 57

Canada Council

Grants

- Find a grant
 - General eligibility
 - Peer assessment
 - Past recipients
 - Application steps
- Prizes
- News Room
- Council Blog
- Artist Stories
- Research
- Resources

Overview of the Canada Council

- Facility Rental
- Logos and Acknowledgement
- Corporate Information
- Employment
- Accessibility
- Transparency
- Contact Us

Program Description

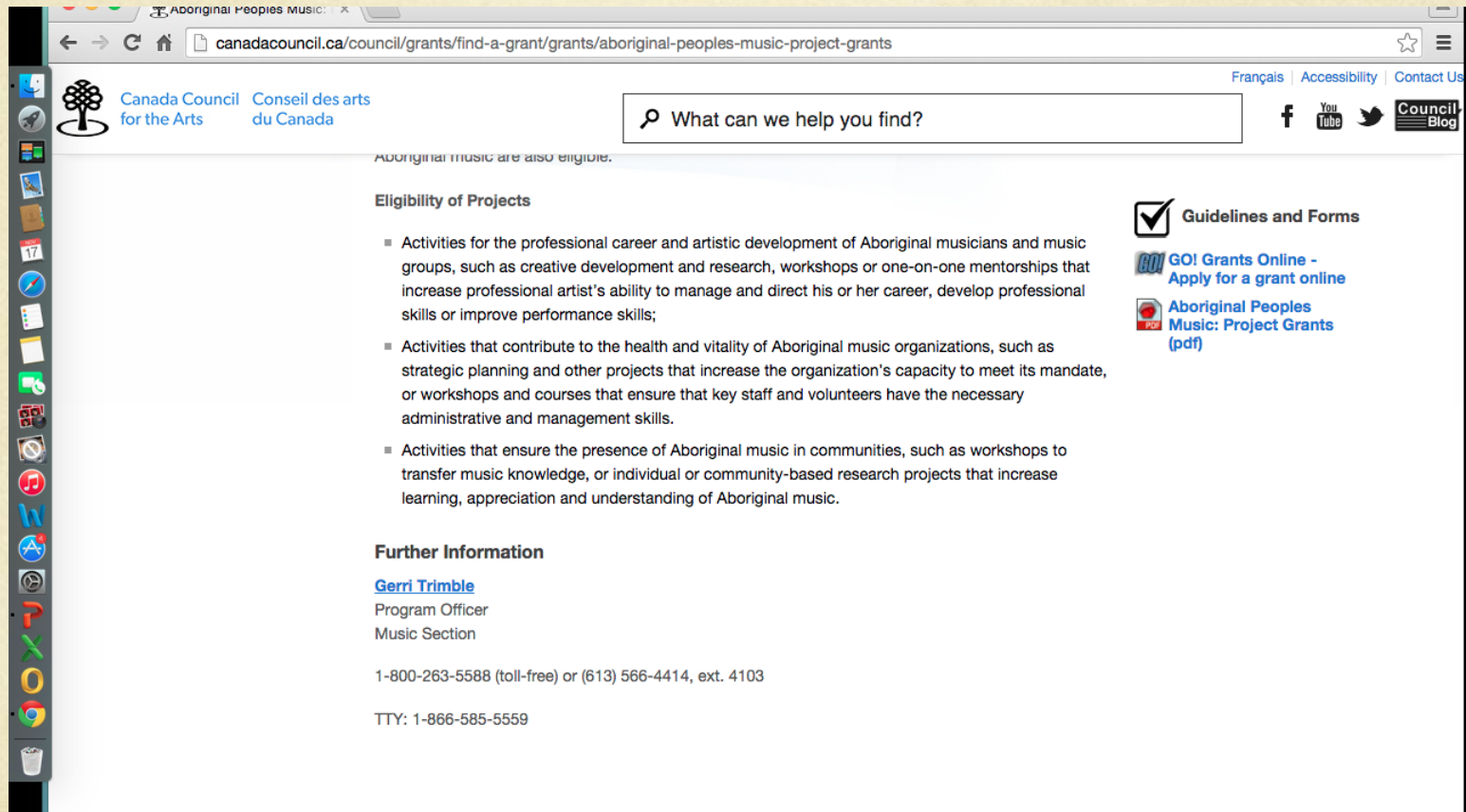
This program provides funding for projects that have specific goals that relate to one or more of the objectives listed in the Program Guidelines.

Projects can take a variety of forms, depending on the stated needs or goals of the applicant. Activities funded through this program support the creation of original work, and the development of professional skills of Aboriginal music artists, strengthen organizations dedicated to Aboriginal music, and support other activities that restore, preserve, invigorate and raise the profile of Aboriginal music and musicians.

The Canada Council for the Arts is committed to equity and inclusion, and welcomes applications from diverse Aboriginal, cultural and regional communities, and from people with disabilities.

Please refer to the complete [Program Guidelines](#) [PDF, 568.3 KB].

Research Grants



The screenshot shows a web browser window with the URL canadacouncil.ca/council/grants/find-a-grant/grants/aboriginal-peoples-music-project-grants. The page header includes the Canada Council for the Arts logo and navigation links for Français, Accessibility, and Contact Us. A search bar contains the text "What can we help you find?". The main content area is titled "Eligibility of Projects" and lists three bullet points regarding project activities. On the right side, there are links for "Guidelines and Forms", "GO! Grants Online - Apply for a grant online", and "Aboriginal Peoples Music: Project Grants (pdf)". The "Further Information" section lists Gerri Trimble as the Program Officer and provides contact numbers: 1-800-263-5588 (toll-free) or (613) 566-4414, ext. 4103, and TTY: 1-866-585-5559.

Aboriginal Peoples Music: x

← → ↻ 🏠 canadacouncil.ca/council/grants/find-a-grant/grants/aboriginal-peoples-music-project-grants ☆ ☰

Canada Council for the Arts Conseil des arts du Canada

Frçais | Accessibility | Contact Us

🔍 What can we help you find? f YouTube Council Blog

Aboriginal music are also eligible.

Eligibility of Projects

- Activities for the professional career and artistic development of Aboriginal musicians and music groups, such as creative development and research, workshops or one-on-one mentorships that increase professional artist's ability to manage and direct his or her career, develop professional skills or improve performance skills;
- Activities that contribute to the health and vitality of Aboriginal music organizations, such as strategic planning and other projects that increase the organization's capacity to meet its mandate, or workshops and courses that ensure that key staff and volunteers have the necessary administrative and management skills.
- Activities that ensure the presence of Aboriginal music in communities, such as workshops to transfer music knowledge, or individual or community-based research projects that increase learning, appreciation and understanding of Aboriginal music.


Further Information


[Gerri Trimble](#)
Program Officer
Music Section

1-800-263-5588 (toll-free) or (613) 566-4414, ext. 4103

TTY: 1-866-585-5559

Guidelines and Forms

 [GO! Grants Online - Apply for a grant online](#)

 [Aboriginal Peoples Music: Project Grants \(pdf\)](#)

Select the Best Grants

- Less is More when it comes to selection
- Sometimes a grant jumps right out at you because it clearly funds EXACTLY what you want to do
- But, not always, so, instead:
 - Past recipients and projects
 - Past amounts awarded
 - Contact the project officer (UNLESS IT CLEARLY STATES TO NOT CONTACT THE OFFICER)

Select the Best Grants

- Can apply for many grants for one project (i.e. different stages) BUT must be clear on rules – i.e.
 - Canada Council – can hold 2 professional artist grants in any 48 month period; can only APPLY for one a year
 - OAC – cannot apply to more than one OAC program for the same activity BUT can hold multiple OAC grants IF DIFFERENT ACTIVITIES

PREpare to Write the Grant

- DON'T JUST PRINT THE APPLICATION AND START WORKING ON THE GRANT
- Read the whole application package more than once
- Make a list of what you need:
 - Project Description
 - CV
 - Budget
 - Support Material
 - Reference/Support Letters

PREpare to Write the Grant

- Know the Assessment Process
 - Artistic Merit
 - Who you are and what you have already created
 - Involvement of other artists
 - Impact
 - To you and your artistic career
 - To the broader community
 - Viability
 - Is this a reasonable project?
 - Does your budget and timeline reflect a reasonable goal?
 - Do you have alternate funding sources or means to do this project if you don't get the funding?

PREpare to Write the Grant

- How much time should you give yourself before the deadline?
- 6 Weeks
 - Contact references/supporters
 - Updating all support material/CV
 - Writing
 - Editing
 - Secondary Reader
 - Editing
 - Assembling & Sending Off

PREpare to Write the Grant

Pro tip:

If you know someone who has received this particular grant before, ask to see their application! Most artists are friendly and are happy to help.

Write the Grant

FOLLOW THE INSTRUCTIONS!!!!

- Word and page limits
- Format of documents
- Method of delivery

Write the Grant

- Project Description:

BE CLEAR!!!!!!

- Simple, straightforward declarative sentence
 - I am preparing to record my first full length album

Write the Grant

- What
 - A brief description of what your project is – what you're trying to do artistically, themes you're trying to capture
 - The message of your art and what you hope to achieve by creating it
 - Artistic Merit
- Who
 - Who have you already recruited to work on the project – other artists, collectives, organizations, galleries

Write the Grant

- Why
 - Why this project matters to you
 - Why it matters to the broader community
 - Why it matters to your artistic field
 - Impact

Write the Grant

- Budget
 - Use their budget form
 - If there's an option to clarify budget lines DO IT with your own budget template
 - Get help if you need it
 - Get quotes on prices
 - Know the limits of what you can ask for living expenses (a question for the officer)
 - Make sure your requested amount on the budget form matches the requested amount in other sections of the grant
 - Don't forget: travel, supplies, post-production, distribution
 - Viability

Write the Grant

The screenshot shows a Microsoft Word 2010 document with three tables of expenses. The ribbon is set to the 'Home' tab, and the font is Calibri (Body) size 13. The document content is as follows:

Breakdown of Artistic Expenses

Artist	Fee
<u>Cris Derksen</u> (cello)	\$1000
<u>Brendt Diabo</u> (guitar)	\$500
<u>Benj Rowland</u> (accordion)	\$500
Other Studio Musicians (TBD – Percussion, horns etc.)	\$2500
TOTAL	\$4500

Breakdown of Production/Programming Expenses

Technical Personnel	Producer			
	David <u>Newfeld</u>	10 songs @ \$1000		\$10,000
	Mastering Engineer	TBD	10 songs @ \$150	\$1500
	Total			\$11,500
Travel	Ground transport	Peterborough-Trenton - Peterborough	3 sessions @ \$40 per round trip	\$120
Other production expenses	CD production	Tom Street – Seventh Fire Records	300 CDs fully packaged	\$900
	Cover Art	<u>Michael Dudeck</u>	1 commissioned piece of art	\$1000
	Total			\$1120
TOTAL				\$12620

Breakdown of Administrative Expenses

Marketing/Promotion/Advertising	Press Release & Distribution	\$500
TOTAL		\$500

SUMMARY

Write the Grant

Other budget tips:

- Be prepared to answer how you plan on doing the project if you don't receive funding or don't receive the full amount
 - What things can be done with less or no money?
 - Other funding bodies/private sources?
- While you often can't buy gear or capital, you can usually rent them, so include rental fees

Write the Grant

- Support Material
 - Follow their requirements
 - Choose your best work AND work that reflects your qualifications for this particular project
 - Know that a jury will often only listen to/read/look at a fraction of what you send in – SELECT CAREFULLY

Write the Grant

- Support Letters
 - From collaborators confirming you've spoken with them about support
 - From other artists attesting to your role in the artistic community
 - From past collaborators and/or established artists confirming their support (moral or practical) for THIS PARTICULAR PROJECT

Write the Grant

- **FILL OUT THE WHOLE APPLICATION!!**
- Triple check for spelling, grammar, clarity, completion
- Ask a trusted person to read it and edit it:
 - Someone who has no idea what art is but is a good reader
 - An established artist
- Go back and re-edit based on their suggestions
- Read the application over one more time for cohesiveness

Write the Grant

- Submit the grant EXACTLY how you're told
 - Sometimes it's convoluted
 - Sometimes it involves a lot of paper and paperclips (DON'T STAPLE YOUR APPLICATION....unless it tells you to)
 - Sometimes it involves an online process
 - Submit within the deadline

Aaaaannd...wait

Usually about 4 months

(Keep making art)

Get the Grant

- Congratulations!
 - You got the full amount and you're in a great position to do the project (because you've thought through it clearly and everything is in place and ready to go)
 - You got less than the full amount and you're in a great position to start the project (because you've prioritized your activities and have a contingency plan)

Get the Grant

- Tips:
 - It's usually ok if your project changes SLIGHTLY. They need a solid deliverable that they can justify having supported based on your application. But, also, they understand that it's art. If you think your project is changing drastically, call the program officer to check in.
 - Keep track of all of your expenses and receipts
 - Put the grant money in a separate bank account – try your hardest not to borrow against it
 - Stick to your initial timeline as much as you can

Get the Grant

CONGRATULATIONS ON YOUR COMPLETED PROJECT!

- Final Report
 - Know how long you have to complete the project
 - If you need an extension, request it
 - Complete the final report form – which involves another budget (good thing you kept track of all of your expenses)
 - Submit it before applying for the next grant

If you don't get the grant



If you don't get the grant...

- That's ok – it happens. Plan on applying again
- Contact the program officer for feedback – it's their job to offer it
- Figure out ways to do the project or pieces of the project anyway
- Start the grantwriting process again for the next stage of the project or a whole new one

BREAK a LEG