



## Creation Fund Application Guidelines & Selection Criteria

### What is the Creation Fund?

#### **Outline**

The Creation Fund is a presenter driven initiative in which a group of Presenters who are members in good standing of The CanDance Network may apply for matching funds to support a Creator-Artist they would like to commission to create a new work. The work created is intended to be presented in a paid tour of performances in the locales of the commissioning presenters. The Creation Fund supports creation, connects creator-artists, be they individuals or companies, with a broader public and extends the life of each new dance work.

#### **Equity/Mission**

The CanDance Network aims to strengthen Canada's presenting and artistic community by encouraging cooperation in the dissemination, public appreciation and commissioning of contemporary dance that reflects our pluralistic culture and aesthetic points of view. To ensure all creative expressions have the opportunity to flourish, the selection panel will work within a framework of equity practices for fair representation. We call on applying presenters to seek out, and propose artists who experience exclusion on the basis of ethnicity, race or religion, language, gender, sexual orientation, and range of ability and age.

#### **Matching Funds Amounts**

There are two levels of funding for projects available through the Creation Fund Program.

	Contribution from Presenters	CanDance Matching Support
Large Investment Fund Project \$40,000	Minimum of four Presenters each contributing \$5000 cash for a total of no less than \$20,000	1 to 1 (to a maximum of \$20,000)
Small Investment Fund Project \$20,000	Minimum of four Presenters each contributing \$2500 cash or five Presenters each contributing \$2000 cash for a total of no less than \$10,000	1 to 1 (to a maximum of \$10,000)

Note: Donated services, such as rehearsal space, time in a venue or staff time do not equal a cash contribution. It is the responsibility of each Creator-Artist to secure additional funding to defray costs of their touring production.

**Deadline for Proposals:** May 15, annually.

## How do CanDance members apply?

### **Application Guidelines**

#### **Lead Presenter**

The group of Presenters will designate one member as the Lead Presenter, who will serve as a liaison between the group of Presenters, the Artist and The CanDance Network. The Lead Presenter is responsible for preparing and submitting the proposal, communicating with and representing the opinions of the participating Presenters on issues as they arise, and regularly checking in with the Artist.

The "Lead Presenter" will submit a proposal via email ([programmanager@candance.ca](mailto:programmanager@candance.ca)) or surface mail to The CanDance Network on or before May 15<sup>th</sup> that provides the following information:

1. Project Outline. Include: artist/company name; contact information; agent name and contact info (if applicable); to whom cheques should be made payable; presenter names, premiere date, proposed tour dates.
2. A statement (500 words or less) that explains why the Presenters chose the Artist/Company. Note: Artists/Companies should take a limited role in preparing proposals. A strong proposal should primarily communicate the presenters' point of view on why they selected the Artist/Company, for example:
  - a. How the project contributes to the artistic vision of the presenting organizations
  - b. The existing relationship between the selected artists and the organization, and how the proposed commission will deepen this working relationship
  - c. How the project contributes to the presenting partners' audience development efforts and the impact it will have on the local and regional dance milieu
3. A written letter of commitment from each Presenter confirming their financial contribution and stating their intent to present this project within 15 months of the premiere. Presenters are encouraged to include information about the project's relationship to their specific communities. (see above)
4. If one of the Presenters will serve as Producer, this must be noted in the proposal.

#### **To be completed with input from the Artist/Company:**

1. A completed budget stating all revenue and expenses for the creation
2. A brief biography of the Creator-Artist

3. A description of the piece or Creator-Artist's statement about the work (500 words or less)
4. A proposed timeline for creation of the work

### **As soon as a project is approved**

Once the project is approved, all who are participating in the commission, including the Creator-Artist, Presenters and a representative of The CanDance Network, will establish a payment schedule, promptly sign The CanDance Creation Fund Agreement, and remit their contributions according to the payment schedule. The signed agreement will be housed at The CanDance Network Head Office.

### How are projects selected?

At each submission deadline, the Board appoints a selection panel to assess the proposals, comprised of five CanDance members from across Canada who are not participants in the proposed projects. Non-Member presenters or artists may be invited to the selection panel, if necessary outside expertise is needed to fairly assess the submissions. The panel will review all applications to ensure that they fulfill the Creation Fund guidelines. The Selection Panel will not assess the submissions with any consideration to artistic viability/success, which is up to the Presenters putting forward the proposal.

At each May 15th deadline, one small fund and one large fund will be awarded. In some instances, there may be additional funding (deferred from previous years) to support more projects. When this is the case, the Board will clearly indicate how many additional projects of each size are available two months before the submission deadline.

If there are no submissions for one size of fund, the money will automatically be deferred to the next competition date. If funds are deferred, the Board may set a second submission deadline date within the same fiscal year. Unsuccessful applicants from previous competitions may reapply by the new deadline.

In the event of a competition, the Selection Panel will rank the proposals based on the following criteria:

1. Strong Presenter investment in the Artist/Company and the work.
2. Viable tour proposal, evidenced by factors such as:
  - a. Infrastructure to support the tour;
  - b. Interest from other presenters to join the tour;
  - c. Successful touring history of the artist/company.
3. Regional Impact. Does the tour move across underserved communities or multiple regions of Canada?

4. Community Impact. Articulate the value the project will bring to the local dance ecologies involved.
5. Equity Impact. Does the project support artists who experience exclusion on the basis of ethnicity, race or religion, language, gender, sexual orientation, and range of ability and age?

**Timeline**

The panel will meet and finalize decisions within two months of the May 15<sup>th</sup> deadline. Head Office will contact the Lead Presenter for each project to deliver the results. The Lead Presenter will convey results to the other presenters and artist(s) involved.

**Conflict of Interest**

Members of The CanDance Network may not apply to the Creation Fund to commission their own Artistic Director. A group of Presenters may commission the Artistic Director of another member organization, provided that organization is not part of the commissioning group.