



INDIGENOUS PATHWAYS INITIATIVE PROGRAM INFORMATION

Application Closing Dates: April 15 and October 15

GRANT AMOUNT

The maximum grant available is \$7,500 (minimum grant request is \$500).

- The granting process is competitive and funds are limited. An application may not be funded or may not be funded for the full amount requested.
- **Applicants cannot receive more than \$15,000 from the *Indigenous Pathways Initiative* over a 4-year period.**
- If the application is successful, the grant is paid to the *Name for Cheque Issue* as listed on the Application Form, after all grant conditions have been met and required documents are approved.
 - If the identified payee is the artist making the application, or another individual, the Saskatchewan Arts Board is required to issue a T4A form for taxation purposes to that individual for amounts received over \$500.
 - If the identified payee is the name of a group or collective and it has the ability to receive payments under that name, the Saskatchewan Arts Board is not required to issue a T4A form for taxation purposes.
 - Please note the Saskatchewan Arts Board does not give advice on taxation matters or advice regarding the impact, if any, that receiving an *Indigenous Pathways Initiative* grant may have on a recipient who receives payments from the federal and/or provincial government.
- The Saskatchewan Arts Board cannot divide a grant and/or pay portions of a grant to each member of a group or collective.
- **A grant recipient must meet all conditions for the release of the funds and claim their grant within 12 months after the date of the letter notifying them of the results of their application.** If the conditions are not met and the grant is not claimed within this 12-month period, the Arts Board reserves the right to rescind the grant.
- **A grant recipient must begin the funded project no later than 12 months from the start date initially approved.** If the project does not begin within this 12-month period, the Arts Board reserves the right to rescind the grant.
- **A grant recipient must receive approval from the Arts Board to make major changes to a funded project including modifications to project dates and/or significant budget revisions.** If a project is significantly changed without approval, the Arts Board reserves the right to rescind the grant.

ELIGIBILITY

Eligible Applicants

Indigenous artists, Traditional Knowledge Keepers/Elders and/or small groups or collectives of Indigenous artists (e.g., theatre or dance productions, drum or music groups) working in any art form who:

- Are Canadian citizens or Permanent Resident of Canada
- Are residents of Saskatchewan who have lived and pursued their creative work and careers in the province for a minimum of one year prior to the date of making this grant application
- Have a permanent physical address in Saskatchewan and
- Live in Saskatchewan for at least six months in a year.

Applicants who meet the criteria for Saskatchewan residency as described above may be eligible to apply for *Indigenous Pathways Initiative* funding while they are temporarily absent from the province for an arts education or artistic opportunity (e.g., artist in residence). The absence must be for no more than two years and not be recurring. The applicant must maintain their permanent physical address in Saskatchewan, must intend to return to the province at the end of the term and cannot receive funding from the jurisdiction of their temporary residence.

ELIGIBILITY *(continued)*

Eligible Applicants *(continued)*

Proof of residency is not required as part of the application but must be available on request. If requested, applicants must be able to provide three or more documents that verify residency status. Documentation may include, but is not limited to a valid Saskatchewan Health registration card, a valid Saskatchewan driver's license, evidence of income taxes paid in the previous year as a Saskatchewan resident and/or other documentation that verifies Saskatchewan residency. If sufficient documentation is not produced upon request, the applicant is ineligible.

Applicants are not eligible to submit more than one *Indigenous Pathways Initiative* application per deadline. *Exception: artists applying independently and as a member of one or more groups or collectives.*

Eligible Activities

- Creation or development of new work
- Public presentation (e.g., performance or exhibition)
- Participation in professional development opportunities. This includes mentorships, training or internships with Traditional Knowledge Keepers/Elders
- Research
- Projects designed to share Indigenous art work, skills and teachings.

Eligible activities may include one or more art forms, and shall respect Aboriginal traditions and protocols governing the use of traditional names, stories, songs and other art forms.

Ineligible Applicants

- Applicants who do not meet the criteria for Saskatchewan residency.
- Applicants who have received the maximum allowable grant amount from the *Indigenous Pathways Initiative* over a 4-year period (\$15,000)
- Applicants who have previously received an *Independent Artists Program* grant are not eligible to apply for an Independent Artists Project under this program.
Note: Applicants who have been funded through the *Independent Artists Program* are eligible to apply for a Community Project under the Indigenous Pathways Initiative.
- Applicants who have outstanding reports for any previous grant received from the Saskatchewan Arts Board.

Ineligible Activities

- Activity undertaken prior to the grant deadline
- Music recording
Although music recording projects are not eligible, applicants may apply for funding to write, enhance or professionally develop their form of music (e.g., work with a mentor).

Ineligible Applications

- Applications delivered, postmarked or sent by courier after the application closing date.
- Applications that do not contain complete information as described in the **Application Requirements Checklist** (page 5), including balanced budgets.
- Illegible, incomplete or unsigned applications.
- Applications submitted by e-mail or fax.

Artist Groups and Collectives

Artist groups and collectives apply under **one** application. One artist shall make the application on behalf of the group or collective, serve as the contact and sign the Declaration in the Application Form. The artist who is the applicant is responsible for ensuring all grant and reporting requirements are fulfilled.

- Maximum grant amounts apply equally to individuals, groups and collectives. For example, five artists are eligible to apply for a total maximum grant of \$7,500
- Individual members may receive no more than the maximum allowable grant amount (\$15,000) from the *Indigenous Pathways Initiative* in a four-year period.

Adjudication

Applicants are to consider the Adjudication Criteria when developing their applications.

For information about the Saskatchewan Arts Board's adjudication process and how funds are allocated, visit our website at www.artsboard.sk.ca/adjudication.

An independent panel of Indigenous artists with appropriate knowledge and experience assesses the applications through a competitive process based on the following:

Adjudication Criteria:

Jurors consider:

1. Artistic Merit

- The merit of the applicant's work
- The applicant's training, experience and past work
- The applicant's recognition by their peers and community.

2. Merit of the Activity

- Appropriateness and relevance of the project for the applicant
- Impact of the project on the applicant's work and career
- Cultural authenticity and/or traditional appropriateness of the project (if applicable).

3. Planning

- How well-planned the project is
- The applicant's demonstrated ability to carry out the project
- Evidence the project is realistic given the time allocated, the budget and the amount of money requested.

Reports

Grant recipients are required to submit a project report to the Saskatchewan Arts Board no later than 30 days after the project end date. The project report will include a financial report that explains how the grant funds were spent.

Recognition of Funders

Grant recipients are expected to acknowledge the Saskatchewan Arts Board's support wherever possible and appropriate. The Saskatchewan Arts Board will provide grant recipients with an acknowledgement statement and a link to the Arts Board's logo.

Confidentiality of information

The personal and confidential information that is provided in an application is collected, used and disclosed in accordance with the provisions of the *Freedom of Information and Protection of Privacy Act* and the *Personal Information Protection and Electronic Documents Act*. This information is required to process the application. Personal and confidential information disclosed in the application will only be shared, as necessary, with employees of the Saskatchewan Arts Board and the jurors. If awarded a grant, the name of the recipient, community, project description and amount of the grant will be made known publicly. The Saskatchewan Arts Board will respond appropriately to any inquiries regarding the privacy policies and procedures, including requests to access the applicant's personal information.



INDIGENOUS PATHWAYS INITIATIVE APPLICATION REQUIREMENTS CHECKLIST

Application Closing Dates: April 15 and October 15

- DO NOT STAPLE OR CLIP APPLICATION MATERIALS OR PLACE ANY ITEMS IN FOLDERS

Include the following:

<input type="checkbox"/>	<p>APPLICATION FORM (page 7) – <u>Complete and sign</u></p> <p><u>For artist groups or collectives:</u></p> <ul style="list-style-type: none"> — The lead applicant will complete all Parts of this form — All other members will complete only Appendix 2 (page 11).
<input type="checkbox"/>	<p>ARTIST INFORMATION AND DECLARATION</p> <p><i>For Artist Groups or Collectives Projects Only –</i></p> <p><u>Enclose</u> Artist Information and Declaration forms (Appendix 2 – page 11) that have been completed and signed by each artist working in a group or collective. <i>Appendix 2 also is available on the Arts Board’s website.</i></p>
<input type="checkbox"/>	<p>PROJECT INFORMATION (<u>maximum 3 pages</u>)</p> <p><u>Refer to the Adjudication Criteria (page 4) when completing this information</u></p> <p>Include the following:</p> <ul style="list-style-type: none"> • Goals to be achieved through this project • Explanation of why this project is important to your artistic or career development • Documentation that provides evidence the required permissions have been obtained and the necessary protocols have been followed that will allow you to undertake the proposed project (<i>if applicable</i>) • General work plan for the project with timelines. <p>This description can be submitted as a written statement or on digital media (CD or DVD – <u>maximum 3 minutes</u>).</p>
<input type="checkbox"/>	<p>BUDGET</p> <p><u>Complete and enclose</u> the Budget form provided in Appendix 1 (page 10).</p> <p><i>The Budget form also is available as an Excel document on the Arts Board’s website.</i></p> <ul style="list-style-type: none"> • <u>List</u> revenue and expenses – <u>only include</u> items directly related to the proposed project and the project term • Indicate which expenses will be covered by the <i>Indigenous Pathways Initiative</i> grant <i>Funding from other sources cannot be assigned to the same expenses as those covered by the Arts Board grant.</i> • <u>Ineligible expenses:</u> tobacco, honouring gifts, giveaway items • <u>The budget must balance</u> (<i>the total revenue amount must equal the total expenses amount</i>).

□ SUPPORT MATERIAL

Material submitted in excess of the maximums indicated in this Application Package will not be forwarded to the jurors or considered during the adjudication process.

Applications and support material are scanned and provided to the jury electronically. If support material cannot be scanned, please note the number of copies of an item that must be included with the application.

Enclose the following information and material to support the application.

1. **Artistic Resume** (*maximum 3 pages on 8½ x 11 paper, single sided*) that describes the applicant's artistic achievements and training. Include website URLs, if available. Describe your community affiliation and connection to the Aboriginal community.
 - *Artists groups and collectives* – attach a resume for each member
 - *Mentorships or internships* – attach a resume for all proposed mentors or teachers.
2. **Letters of Support and Acceptance**
 - Enclose two letters of support from individuals who are recognized for their knowledge and experience in the proposed project's art form and who are familiar with the applicant's experiences as an artist, can speak to the applicant's artistic accomplishments and can explain how the community recognizes the applicant's work
If it is not possible to obtain written letters of support, statements of support may be submitted on CDs or DVDs.
 - For mentorships/internships/training – enclose a letter of acceptance or agreement from the mentor.
3. **Samples of Applicant's Work**

Include samples of recent work (within the last four years).

 - Technical requirements:
 - **Audio** (*maximum 5-7 minutes*) – mp3, wav, wma.
 - **Moving images** (*maximum 5 minutes*) – Avi, Mov, Mpg, mp4.
 - **Still Images** (*maximum 20*) – JPEG files in PC file format only, 72 dpi resolution, maximum file size: 1 MB.
 - **Print** – *maximum 10 pages* – PDF file or on 8½ x 11 white paper (*double spaced, single sided, page numbered*).
4. Enclose a list of the items included as support material. Indicate the number of copies submitted for each item.

Support Material Instructions

- Submit only 1 copy of USB drives, CDs and printed material that can be scanned.
- Submit 4 copies of support material that cannot be scanned (*DVDs, program brochures, catalogues, etc.*).
- Label USB drives, CDs, DVDs and any support material that cannot be scanned with the program name, applicant name and application deadline date.
- Ensure all USB drives, CDs and DVDs are readable.
- Do not submit:
 - Paper documents that are double-sided. *Only one side of each page will be scanned and provided to the jury*
 - Original works of art.

One copy of support material submitted by successful applicants will be retained by the Saskatchewan Arts Board. All other support material will be returned only if requested by an applicant within 30 days of the date of the letter notifying them of the grant decision. The Arts Board will dispose of the extra support material after that date. The Arts Board makes every effort to handle and return support material safely however, it is not responsible for the loss of any material.



INDIGENOUS PATHWAYS INITIATIVE

APPLICATION FORM

Application Closing Dates: April 15 and October 15

- Complete this form in black ink or type.
- **For artists groups or collectives:**
 - The lead applicant will complete all Parts of this form
 - All other members will complete only Appendix 2 (page 11).

PART 1: APPLICATION INFORMATION	
Application Deadline:	
<input type="checkbox"/> April 15 _____ (Year)	<input type="checkbox"/> October 15 _____ (Year)
PART 2: APPLICANT INFORMATION	
Applicant Legal Name:	
Name for Cheque Issue (if different from above):	
Applicant Mailing Address:	
Phone:	E-mail:
Website:	
Community Affiliation:	
<i>(check one):</i> <input type="checkbox"/> First Nations/Status Indian <input type="checkbox"/> Non-Status Indian <input type="checkbox"/> Métis <input type="checkbox"/> Other _____ <i>(check one):</i> <input type="checkbox"/> On Reserve <input type="checkbox"/> Off Reserve	
PART 3: GRANT INFORMATION	
Grant Type <i>(check one)</i> :	
<input type="checkbox"/> Independent Artists Projects <input type="checkbox"/> Community Projects	
Art Form <i>(check one)</i> :	
<input type="checkbox"/> Dance <input type="checkbox"/> Literary <input type="checkbox"/> Media <input type="checkbox"/> Multidisciplinary <input type="checkbox"/> Music <input type="checkbox"/> Performance/Theatre <input type="checkbox"/> Traditional Song/Dance/Storytelling <input type="checkbox"/> Visual	
Grant Request <i>(maximum \$7,500, minimum \$500)</i> : \$	
PART 4: PROJECT INFORMATION	
Project Dates:	
From _____ (Day/Month/Year)	to _____ (Day/Month/Year)

Project Description:

Complete the following sentence in **25 words or less**. DO NOT write this statement on a separate page.

This project is to

PART 5: RELEASE OF INFORMATION

A. The Saskatchewan Arts Board is frequently approached by members of the media or elected officials for contact information on successful grant applicants. Please check beside the options below to authorize the release of this information. If no options are checked, your contact information will not be provided to members of the media and/or elected officials.

- I authorize the Arts Board to provide my phone number and/or email address to members of the media in response to inquiries about the project/activity for which I have received Arts Board funding.
- I authorize the Arts Board to provide my mailing address to elected officials – i.e. Members of the Saskatchewan Legislative Assembly (MLAs) and Saskatchewan Members of Parliament (MPs) – if this information is requested for the specific purpose of writing me a congratulatory letter for receiving Arts Board funding.

B. The Saskatchewan Arts Board frequently communicates information regarding the agency's programs and activities. In compliance with the new Canadian Anti-Spam Legislation in effect July 1, 2014, the Arts Board would like you to confirm that you are interested in receiving this information. Please check beside the statement below to authorize the Arts Board to include you in its communications. If the statement is not checked, your contact information will not be included.

- I authorize the Arts Board to include my name, email address and mailing address so I can receive information distributed by the agency.

PART 6: DECLARATION

I, the undersigned:

• **Certify:**

- I have read and understand the eligibility criteria for this program and I am in compliance with the program's eligibility requirements
- I am a: Canadian citizen *or* Permanent Resident of Canada
 - Saskatchewan resident (*for* _____ *years*), and have a permanent physical address in Saskatchewan, and live and pursue my creative work and career in Saskatchewan for at least six months in a year.

• **Understand:**

- The Saskatchewan Arts Board may request additional information beyond that included in the application including proof of Saskatchewan residency
- The Saskatchewan Arts Board will rely on third party review and assessment of this application as part of its due diligence
- This application may not be funded or may not be funded for the full amount requested
- If this application is successful, a cheque for the approved grant amount will be released to the recipient after a signed voucher is submitted to the Arts Board, after the Saskatchewan Arts Board receives and approves a revised budget (*if required*), and no sooner than 30 days before the beginning of the project term.

DECLARATION *(continued)*

I, the undersigned:

- If this application is successful, agree to:
 - Submit a revised budget to the Saskatchewan Arts Board if the approved grant amount is less than 60% of the requested amount
 - Spend the funds only for the purposes described and approved
 - Consult with the Saskatchewan Arts Board about any major changes to the project that become necessary including modifications to project dates and/or significant budget revisions
 - Submit a project report to the Saskatchewan Arts Board that includes a financial report that explains how the grant was spent
- Acknowledge the financial contribution of the Saskatchewan Arts Board whenever possible and appropriate.
- Authorize the Saskatchewan Arts Board to contact me at any time regarding any matter related to this application and/or any conditions affiliated with funding received as a result of this application.
- Authorize the Saskatchewan Arts Board to publicly release my name, community, project description and amount of the approved grant.

The Saskatchewan Arts Board is required to report to the public on the funds it disburses through its programs. This authorization is mandatory for the Arts Board to process the application.
- Accept the conditions of this program and agree to direct all questions concerning the assessment and/or results of this application to the Saskatchewan Arts Board
- Declare that the statements and information contained on this form and in this application are accurate and complete.

Applicant Signature

Applicant Name (print clearly)

Date



INDIGENOUS PATHWAYS INITIATIVE
Appendix 1: BUDGET
Application Closing Dates: April 15 and October 15

IMPORTANT – Read the Budget requirements (page 5) before beginning this template.

BUDGET			
Revenue:	<i>Column 1</i> Proposed Budget	<i>Column 2</i> Confirmed? (Y/N)	<i>Column 3</i> Revenue Notes <i>(Include details about other funding sources)</i>
Saskatchewan Arts Board Grant			
Other Grants <i>(list)</i>			
Other Sources <i>(list)</i>			
Personal Contribution			
Other <i>(list)</i>			
Total Revenue			
Expenses:	<i>Column 1</i> Proposed Budget	<i>Column 2</i> Arts Board Expense? (Y/N)	<i>Column 3</i> Expense Notes
Living Expenses <i>(maximum \$2,000/month)</i> <i>(# months: @ \$ /month)</i>			
Professional Fees/Honoraria <i>(list)</i>			
Travel <i>(list)</i>			
Materials/equipment/tools <i>(list)</i>			
Production Costs <i>(list)</i>			
Other directly related expenses <i>(list)</i>			
Total Expenses			



INDIGENOUS PATHWAYS INITIATIVE
Appendix 2: ARTIST INFORMATION AND DECLARATION
For Members of Artists Groups or Collectives Only
Application Closing Dates: April 15 and October 15

This form only needs to be completed and included if the application is being made by a group of artists. If this is the case, each member of the group (except the lead applicant) needs to complete one copy of this form.

- Complete this form in black ink or type.

Confidentiality of Information

The personal and confidential information that is provided in an application is collected, used and disclosed in accordance with the provisions of the *Freedom of Information and Protection of Privacy Act* and the *Personal Information Protection and Electronic Documents Act*. This information is required to process the application. Personal and confidential information disclosed in the application will only be shared, as necessary, with employees of the Saskatchewan Arts Board and the jurors. If awarded a grant, the name of the recipient, community of residence in Saskatchewan, and description and amount of the grant will be made known publicly. The Saskatchewan Arts Board will respond appropriately to any inquiries regarding the privacy policies and procedures, including requests to access the applicant’s personal information.

PART 1: APPLICATION INFORMATION	
Application Deadline: <input type="checkbox"/> April 15 _____ <input type="checkbox"/> October 15 _____ (Year) (Year)	
Applicant Legal Name:	
Grant Type (check one): <input type="checkbox"/> Independent Artists Projects <input type="checkbox"/> Community Projects	
PART 2: ARTIST INFORMATION	
Artist Legal Name:	
Applicant Mailing Address:	
Phone:	E-mail:
Website:	
Community Affiliation: (check one): <input type="checkbox"/> First Nations/Status Indian <input type="checkbox"/> Non-Status Indian <input type="checkbox"/> Métis <input type="checkbox"/> Other _____ (check one): <input type="checkbox"/> On Reserve <input type="checkbox"/> Off Reserve	

PART 3: COMMUNICATION OF INFORMATION

The Saskatchewan Arts Board frequently communicates information regarding the agency's programs and activities. In compliance with the new Canadian Anti-Spam Legislation in effect July 1, 2014, the Arts Board would like you to confirm that you are interested in receiving this information. Please check beside the statement below to authorize the Arts Board to include you in its communications. If the statement is not checked, your contact information will not be included.

- I authorize the Arts Board to include my name, email address and mailing address so I can receive information distributed by the agency.

PART 4: DECLARATION

I, the undersigned:

- **Certify:**
 - I have read and understand the eligibility criteria for this program and I am in compliance with the program's eligibility requirements
 - I am a: Canadian citizen *or* Permanent Resident of Canada
 - Saskatchewan resident (*for* _____ years), and have a permanent physical address in Saskatchewan, and live and pursue my creative work and career in Saskatchewan for at least six months in a year.
- **Understand:**
 - The Saskatchewan Arts Board may request additional information beyond that included in the application including proof of Saskatchewan residency
 - The Saskatchewan Arts Board will rely on third party review and assessment of this application as part of its due diligence
 - This application may not be funded or may not be funded for the full amount requested
 - If this application is successful, a cheque for the approved grant amount will be released to the recipient after a signed voucher is submitted to the Arts Board, after the Saskatchewan Arts Board receives and approves a revised budget (*if required*), and no sooner than 30 days before the beginning of the project term
 - The applicant is responsible for:
 - Submitting a revised budget to the Saskatchewan Arts Board if the approved grant amount is less than 60% of the requested amount
 - Notifying and consulting with the Saskatchewan Arts Board about any major changes to the approved project that become necessary including modifications to project dates and/or significant budget revisions
 - Providing the Saskatchewan Arts Board with a project report no later than 30 after the project end date, including a financial report that explains how the grant was spent
 - The granted funds shall be spent only for the purposes described and approved
 - The financial contribution of the Saskatchewan Arts Board shall be acknowledged whenever possible and appropriate.
- Authorize the Saskatchewan Arts Board to contact me at any time regarding any matter related to this application and/or any conditions affiliated with funding received as a result of this application
- Accept the conditions of this program, and agree to direct all questions concerning the assessment and/or results of this application to the Saskatchewan Arts Board
- Declare that the statements and information contained in this form are accurate and complete.

Artist Signature

Artist Name (print clearly)

Date