

Accessibility

Financial Assistance for Grant Process

Professional artists who are Deaf or who are living with a disability or mental illness, and Deaf and disability arts groups and organizations may be eligible for funds to contribute to costs for disability-related supports and services to:

- create a profile in MAC's Online Application System (Profile Assistance);
- complete an application (Application Assistance); or
- submit a final report (Final Report Assistance).

To request application assistance:

- You must have an approved applicant profile or have prior authorization from MAC to receive application assistance.
- You and your proposed project must meet the eligibility requirements for the program to which you are applying.

Who can apply for assistance?

An individual applicant or the lead applicant for a group who:

- is Deaf or living with a disability or mental illness
- experiences disability-related barriers in creating a profile, application, and/or final report

Note: your service provider cannot be a project participant.

When do I submit my request?

Profile Assistance	at least 8 weeks prior to a program deadline
Application Assistance	at least 4 weeks prior to a program deadline
Final Report Assistance	at least 4 weeks prior to the date the report is due

How do I request assistance?

- Contact helpdesk@artscouncil.mb.ca or call 1-866-994-2787 to discuss eligibility
- Identify the type of assistance you are requesting: Profile, Application, or Final Report Assistance
- Identify who you will hire (service provider), the type of services they will provide, and the estimated number of hours required to complete the work, as well as their rate
- Request a quote from your service provider for an estimated fee
- Determine the amount you are requesting. This amount must be within the maximum contributions listed in eligible expenses below.
- Complete the Accessibility-Financial Assistance request form attached.
- Submit the Accessibility-Financial Assistance request form to the Help Desk within the timeframe outlined in the previous section.

Help Desk, Manitoba Arts Council

525-93 Lombard Avenue
Winnipeg, MB R3B 3B1
helpdesk@artscouncil.mb.ca

What are eligible expenses?

Profile Assistance Maximum

Applicant profile creation

- 1 to 2 hours at a rate of \$25 per hour (maximum \$50)

For potential applicants identifying barriers to using a computer directly due to a physical or learning disability who require assistance using the Online Application System.

Application Assistance Maximums

General transcription or editing services and organizing support materials

- \$40 per hour

For applicants identifying barriers within the writing process directly due to a physical or learning disability or due to living with mental illness.

Type of assistance	Suggested hours	Maximum contribution from MAC
Travel/Professional Development grants	2 to 3 hours	\$120
Project grants	4 to 6 hours	\$480
Final Reports	2 to 3 hours	\$120

Sign language translation into written English or French

- \$40 per hour

For applicants identifying as Deaf or hard of hearing who wish to develop an application in a Sign language, and work with an editor to translate the application into English or French.

Type of assistance	Suggested hours	Maximum contribution from MAC
Travel/Professional Development grants	4 to 6 hours	\$240
Project grants	6 to 12 hours	\$480
Final Reports	4 to 6 hours	\$240

Application development

- \$50 per hour

For applicants identifying barriers within the writing process directly due to an intellectual or development disability or due to living with mental illness

Type of assistance	Suggested hours	Maximum contribution from MAC
Travel/Professional Development grants	4 to 6 hours	\$300
Project grants	6 to 12 hours	\$600
Final reports	4 to 6 hours	\$300

How will my request be assessed?

- Applications will be assessed through an internal process at MAC.
- Your request will be assessed by determining your eligibility and reviewing the quote based on the amounts above and availability of funds.

What are the final steps?

- You will be notified of the results of your request.
- You will submit your profile, application, or final report with the assistance of your service provider.
- Your service provider will send an invoice (for the amount approved) to MAC.
- MAC will arrange payment directly to the service provider, only after the work has been completed and the profile, application, or final report has been received.

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Notice of collection

Your personal information, including personal health information, is being collected by the Manitoba Arts Council (MAC) under the authority of The Arts Council Act for the purpose of determining eligibility for Accessibility Financial Assistance. The personal information provided on this application form will only be used or disclosed for purposes related to the Accessibility Financial Assistance program.

To maximize the protection of your personal information, including any personal health information that you may provide, MAC has made arrangements to process and store the information separate from MAC's Online Application System. If you have any questions about the collection, use, disclosure and protection of your personal information, please contact the Access and Privacy Coordinator for MAC using the contact information below.

Elyse Saurette

Access and Privacy Coordinator, Manitoba Arts Council
525-93 Lombard Avenue
204-945-0646
esaurette@artscouncil.mb.ca

Request Form for Assistance with Profiles, Applications and Final Reports

Applicant name:

First name

Last name

Email

Phone

Type of Assistance:

- Profile
- Application
- Final report:

Grant application ID number (for associated grant)

Type of service required:

- General transcription, editing, and organizing support materials
- Sign language translation into written French or English
- Application development

Service	Number of hours	Hourly rate	Total
Total amount requested:			

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Service provider details

- I have attached my service provider's estimated fee

Name of service provider

Address

City/Town/Reserve

Province/Territory

Postal code

Email

Phone

Declaration

- I hereby declare that the above information is correct to the best of my knowledge and I have read MAC's Accessibility policy and I agree to these terms and conditions.

Applicant Signature

Date