

# RECOGNIZE - Competitions



## Grant application guidelines

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### Grant Details

**Competitions** grants support organizations that award impactful prizes to exceptional recipients in arts and culture.

### Important Dates

**Application deadline:** November 15

**Notification of results:** Within three months after the deadline

### Activities

Recognizing exceptional recipients in arts and culture through a competitive selection process

### Grant amount

- Up to \$7,500

### Applicants - who can apply

- Professional arts organizations
- Professional arts service organizations
- Community not-for-profit organizations
- Organizations receiving operating funding through MAC

Note: Applicants must be based in Manitoba. However, prize winners may be from outside Manitoba.

### Expenses - what is eligible

- Prize money awarded to winners aged 18 or over who have been selected through a competitive process
- Up to 10% of the grant may be used for administrative costs

### Assessment - how decisions are made

Your Competitions grant application will be evaluated by an external peer assessment panel.

**Note:** Refer to [MAC's Granting Decision Process](#) for more information.

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### Resources

#### Accessibility

If you are D/deaf or living with a disability, you can request extra funding to cover the costs of accessibility-related supports and services. Visit our [Accessibility webpage](#) for an application form or contact MAC's Help Desk to learn more.

#### Offline applications

MAC provides offline application forms (PDF or hard copy) for applicants who have limited internet access and/or do not have reasonable access to a public internet source, such as a public library.

#### Program consultants

If you have any questions about the grant, a Program Consultant can speak with you about your project idea and review a draft of your application. Consultations are in high demand closer to the application deadline, so we suggest you contact us as soon as possible.

#### Help Desk

To get in touch with the appropriate program consultant, to get technical assistance with Manipogo (MAC's online application system), or to request [an offline application or accessibility assistance form](#), contact our Help Desk during our regular business hours (8:30-4:30, Monday to Friday).

#### Help Desk

Phone: 204-945-2237

Toll-Free: 1-866-994-2787

Email: [helpdesk@artscouncil.mb.ca](mailto:helpdesk@artscouncil.mb.ca)

### Application content

MAC receives grant applications through Manipogo, our online application system. To apply for this grant, [create a profile in our system](#).

#### 1. Project information

You will be asked to provide a project title and select the artistic discipline(s) most relevant to this application, the project start date, and end date.

In addition, you will be asked to address the following:

- **Describe the competition or event** (maximum of 500 words)  
Include:
  - The history of the competition and/or prize(s)
  - If this is a new prize, describe your organization's capacity to deliver this prize
  - Describe what the prize(s) recognize
  - Describe how the prize(s) advance or benefit the prize winner(s)
- **Payment and working conditions** (maximum of 100 words)
  - Paying professional fees and/or honorariums is required and should be reflected in your budget. Explain how fees are being determined.
  - If there are participants involved in this project, how will you ensure safe working conditions?
- **Prizes**  
List all prizes to be awarded in the competition.
- **Cultural integrity**  
What is your relationship to the culture(s) and/or communities represented in your project? (maximum of 200 words) If your project involves communities, cultures, or cultural practices outside your own community or culture, demonstrate how you are approaching the subject matter with cultural integrity. (maximum of 200 words, if applicable)
- **Additional information** (maximum of 250 words)  
If there is anything that has not been asked that is essential to understanding your application, provide it here.

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- **Decisionmaking**

Decisionmakers are the people who will be deciding the prize winners of the competition.  
Ex. judges, adjudicators, committee, etc.

- **Decisionmakers**

List everyone who will be involved in selecting the prize winners.

- **Describe how your organization chooses the decisionmakers** (maximum of 200 words)

Consider, for instance:

- What are the expertise and qualifications of the individuals who are selecting prize winners?
- How are you ensuring that decisions are informed by diverse backgrounds and perspectives?

- **Describe how decisions will be made** (maximum of 400 words).

Consider, for instance:

- How are the participants selected or invited to the competition?
- What do the participants have to do to compete?
- What process and criteria will the decisionmakers use to determine who receives a prize/award?
- How is your organization ensuring a fair and equitable process?
- What is your organization doing to make sure that prize winners are selected from a broad and diverse pool of candidates?

- **Budget**

You will be asked to complete the budget form provided. The standard budget form is used across most MAC applications and some sections may not apply to your project. Skip any fields that do not apply. Enter whole dollar amounts only; do not include cents. Briefly indicate in the description fields the expenses that will be covered by your grant from the Manitoba Arts Council.

**Note:** Total revenues must equal total expenses.

### Assessment Rubric

When reviewing your application, the assessors will rank each statement on a scale of 1 to 5, 5 being the highest. The assessors will not rank you on the questions that do not apply to your application.

1. A clear artistic, thematic, and conceptual vision underlies this application. Consider, for instance:
  - Does the application make clear how it will explore a contemporary and/or traditional artistic practice?
  - Does the applicant explain their choices?
  - Is there a clear logic behind the project?
2. The proposed project has artistic value. Consider, for instance:
  - Will the prize contribute to the participant's artistic development?
  - Will it contribute to the art form?
3. The applicant has given adequate consideration to questions of cultural integrity.
  - Consult the resource page to learn more about MAC's understanding of cultural integrity.
4. The proposed project develops meaningful connections with the potential to generate future artistic opportunities.
5. The proposed project will contribute to the applicant's artistic development or (if the applicant is an organization) will strengthen the organization's ability to fulfill its mandate.
6. The proposed project will benefit the artistic community in Manitoba.
7. The proposed project will benefit audiences and participants.
8. The decision-making process is fair and transparent.
9. The proposal reflects thorough research and planning.
10. The budget accurately acknowledges the likely costs and revenues of the project. Consider, for instance:
  - Has the applicant given adequate consideration to artist payment and working conditions?
11. The applicant has the resources to complete the proposed project. Consider, for instance:
  - Does the application reflect the resourcefulness of the applicant and the applicant's ability to find practical and creative ways to overcome obstacles?
  - Does the applicant have the support of presenters, partners, and host organizations?