

Grant application guidelines

Grant Details

Create grants value original artistic expression by supporting professional artists and arts groups in the creation and development of artistic work, including creation-based residencies.

Important Dates

Application deadlines: March 20, and October 10

Notification of results: Within 14 to 16 weeks after the deadline

Grant type

- The **Emerging** grant type is for applicants with:
 - up to 5 years of professional artistic activity; and
 - minimum of 1 professional presentation or publication
- The **Mid-career** grant type is for applicants with:
 - 5 to 15 years of professional artistic activity; and
 - minimum of 3 professional presentations or publications
- The **Established** grant type is for applicants with:
 - over 15 years of professional artistic activity; and
 - minimum of 5 professional presentations or publications

Note: Assessors may consider equivalent professional artistic experiences. If you are unsure of which grant type you are eligible to apply for, contact [MAC's Help Desk](#).

Grant amount

- Emerging – up to \$7,500
- Mid-career – up to \$10,000
- Established – up to \$15,000

Applicants - who can apply

- [Professional artists](#)
- [Professional arts groups](#)
- [Indigenous Knowledge Keepers](#)

Activities - what you can apply for

- Research and creation of new work
- Development of works in progress
- Participation in a creation-based [residency](#)

Grant application guidelines

Ineligible activities

- Music recording
 - Music recording and other commercial production work may be eligible for funding through Manitoba Film & Music's grant programs.
- Presentation and publication activities
 - Applicants seeking funding for presentation and publication activities must apply for a Share – Present grant.

Expenses - what is eligible

A Create grant can be used towards direct costs related to the proposed activities. Examples of eligible expenses include:

- Material costs
- Fees paid to artists and collaborators
- Equipment and studio rentals
- Residency fees
- Travel and research costs
- Living expenses

Assessment - how decisions are made

Your Create grant application will be evaluated by an external peer assessment panel based on the following criteria:

- Artistic merit
- Impact
- Feasibility

Note: Refer to MAC's Granting Decision Process for more information.

Looking for help?

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

Applicants who are D/deaf or living with a disability who require an accessible application, or those who have limited internet access may apply using our Printable or fillable PDF application forms. These applications are available on each grant's webpage.

Create



Grant application guidelines

Program Consultants

If you have any questions about the grant application, 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

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 details on the type of grant that you are applying for, your project title, the artistic discipline(s) most relevant to this application, the project start date and end date, and type of activity within your project.

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

- **Background** (maximum of 400 word)

Provide an overview of your history and experience in your field of practice.

Assessors may not be familiar with your work, specific practice(s), community(ies), or culture(s). Provide the information they need to understand who you are and your work. Include your recent activity.

Note: The CV/resume or group history that you uploaded to your profile is shared with the assessors automatically. Make sure this document is up-to-date, as it will be used in the assessment of your application.

- **Project description** (maximum of 500 words)

Provide details about the activity for which you are seeking funding. It should be clear what the project is (e.g. I am requesting funds to create a multi-media installation).

- What do you hope to achieve?
- What is your rationale and artistic vision for the proposed project?
- Why is this project important and/or relevant (e.g. to your practice, to the art form, to your community)?
- Who else is involved in the project, if applicable?
- How will this project challenge your practice and/or impact your career?
- If you are attending a residency, why have you chosen this particular residency and how will it support you and your work?

- **Professional fees and honorariums** (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.

Grant application guidelines

- **Timeline** (maximum of 200 words)
Provide a timeline/work plan for the activity. Include dates and a breakdown of the main activities involved in your project.
- **Permission and confirmation, if applicable** (File upload)
Upload confirmation letters from any collaborators working with you on the project.
- **Residency details, if applicable** (File upload)
Upload information about the residency organization.
- **Residency confirmation, if applicable**
If the residency is confirmed, upload the letter/email confirmation indicating your acceptance to the residency.
If the residency is not yet confirmed, provide an explanation (maximum of 50 words).
- **Permission of use, if applicable** (maximum of 200 words)
If you need permission to use materials, stories and copyright, explain how do you plan to receive this permission or attach documented permission.
- **Cultural integrity** (maximum of 300 words)
Cultural integrity is the practice of respecting and honouring the ownership of materials, traditions, and knowledges that originate from a particular culture or community.
Describe your relationship to the cultures or communities represented in your project and how you are approaching your work with cultural integrity.

Consult the [resource page](#) to learn more about MAC's understanding of cultural integrity.
- **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.

2. Collaborator information

Fill out this section if you are working with others (e.g. co-creators, other artists, editors, consultants).

- **Collaborator contributions** (maximum of 500 words)
Explain why you chose to work with them and what they bring to the project.
- **Collaborator details**
Enter your collaborator's name, discipline, and city/town/reserve of residence.
- **Collaborator biography** (File upload)
Upload biographies for each of your key collaborators. Be sure to include the name of the collaborator in each file name.

Grant application guidelines

3. 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.

4. Support materials

Support material is one of the most important parts of your grant application. The assessment panel, who decide whether your project will be funded, will view these examples of your work to see the type and quality of art you create. These materials can include writing samples, images, videos, audio recordings, and more.

Support material should be samples of your current or past work, and it should relate to and/or support your proposed project; it may include the work/activities of other key artists or partners.

For further details, see [support material requirements](#).

- **Support material** (File upload)
You will have the opportunity to upload images, text, audio/video files or a combination of all three to support your grant application.

Quantity of support material allowed

You can submit a minimum of one, and up to a maximum of three items of support material. The following count as a **single item**:



5 digital images, **OR**



15 pages of text, **OR**



4 minutes of audio or video

For instance, your three items can be a total of 15 images, or 45 pages of text, or 12 minutes of audio/video. But you can also submit a combination of images, text, and recordings, as long as it falls within the limits.

- **Support material description** (maximum of 500 words)
Describe how the support material you are submitting relates to this application.

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.

Artistic Merit

1. The applicant's bio and background information show that they have the relevant artistic experience and history required to do this project.
2. The main artistic idea of the project is highly relevant (to the public or arts sector), distinctive, interesting, or compelling.
3. The application is clear and has an appropriate amount of information for a robust assessment.
4. The support material is appropriate to the application.
5. The support material is compelling, distinctive, and/or exciting.
6. The choice of collaborators is relevant to the artistic activity and it is clear what they will bring to the project (if applicable).
7. The choice of residency is a good fit for the applicant's goals and artistic practice (if applicable).
8. The applicant has given consideration to questions of cultural integrity.

Cultural integrity is the practice of respecting and honouring the ownership of materials, traditions, and knowledges that originate from a particular culture or community. Applicants are asked to describe their relationship to the cultures or communities represented in their project and how they are approaching their work with cultural integrity. Consult the [resource page](#) to learn more about MAC's understanding of cultural integrity.

Impact

9. The project aims to support the applicant's growth both artistically and professionally.
10. The project has the potential to impact the Manitoba arts sector and future audiences.
11. The project has the potential to result in strong artistic work.

Consider the location, environment, and community in which the applicant works.

Grant application guidelines

Feasibility

12. The project plan is clear, detailed, and realistic.
13. The applicant has provided appropriate permissions including confirmations from participants or residencies (if applicable), permission to use materials, stories, and copyright, or a clear and realistic plan to obtain permissions.
14. Projected fees and other expenses are clearly explained, make sense, and compensate artists appropriately.