

PUBLIC READINGS BY MANITOBA WRITERS GRANT

GUIDELINES & CRITERIA



Deadline date: 6 weeks before the date of the reading

Please note that applicants must also complete the Grants to Individuals Registration Form (attached) or the Grants to Organizations Registration Form (attached).

Purpose of the program

This program supports readings by Manitoba writers hosted by community organizations, schools and libraries. To qualify for support, readings must be open to the public (except in the case of schools).

Application may be made by a writer for a single reading event (up to two events per day), or by a host organization wishing to host a series of readings (three or more readers) or seeking support for multiple reading fees associated with a festival or conference.

The Public Readings by Manitoba Writers Grant Program pays \$150 in reading fees per reading of 15 or more minutes to a maximum of \$300 (or two readings) per writer per day. Readings of less than 15 minutes' duration are not eligible. Participation on panels or workshops is not eligible for the program.

Travel: For readings outside the writer's city or town of residence, travel and accommodation fees to a maximum of \$150 are available. Writers travelling to remote areas, or host organizations located in remote areas, may contact the Manitoba Arts Council to discuss travel fees beyond this maximum.

Eligible applicants

Eligible writers

- must be residents of Manitoba
- must have had their work professionally published, either in book form or in literary periodicals, or, in the case of spoken word artists, must have presented their work in at least three events open to the public. Playwrights must have had their work published or performed by a professional theatre company.
- must write an eligible genre: fiction, creative non-fiction, poetry, drama, children's or young adult literature.

Eligible organizations

Readings may be hosted by Manitoba community organizations, schools or libraries. Government agencies, departments, or organizations are not eligible. Priority will be given to applicants who have not been supported through this program in the previous 12 months.

The Manitoba Arts Council reserves the right to limit to six the number of reading fees paid to a writer in a twelve-month period. The council also reserves the right to limit to two per host organization the number of series/events supported by the program in a twelve-month period.

Application and reporting process

1. The writer and the host organization make arrangements for the reading.
2. The writer or host organization submits the attached application form to the Manitoba Arts Council at least six weeks prior to the date of the reading. In the case of series/events, the form must be completed for each writer.
3. The Manitoba Arts Council informs the applicant whether their request for funding will be met, depending on availability of funds. If the request is awarded, a cheque will be issued with the letter of notification and the final report form.
4. After the reading, the applicant completes the Final Report form, which also requires the signature of the contact person from the host organization, and submits it to the Manitoba Arts Council. Host organizations are required to submit either signed report forms from each writer supported, or copies of cancelled cheques issued to each writer as evidence of payment. Final report forms for both individual writers and host organizations are due within six weeks after the reading or completion of the series/event.

For more information contact:

The program consultant for Public Readings by Manitoba Writers Grant

(204) 945-2237 or Toll free 1-866-994-2787

info@artscouncil.mb.ca

Manitoba Arts Council
Direct line: (204) 945-2237

525-93 Lombard Avenue
Toll free: 1-866-994-2787

Winnipeg, MB R3B 3B1
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www.artscouncil.mb.ca | info@artscouncil.mb.ca

THE MANITOBA ARTS COUNCIL IS AN AGENCY OF THE PROVINCE OF MANITOBA

FOR OFFICE USE:

Application Grant # _____

Applicant ID _____

Received Date _____

Contact Information (confidential, not forwarded to external assessors)

Applicant *Fill in one box only.*

For artist/individual applications

First name

Middle name

Last name

Professional name *(if different from above)*

For organization/group applications

Organization/group name

Incorporated Unincorporated

Contact name

Artistic head

Administrative head

Governance head

Practicing discipline(s)

(if multidisciplinary: check all applicable boxes)

Dance Literary Music Theatre Visual
 Craft Film/Video/Media Arts Arts Administrator

MAC would like to add you to its Communications database. If you agree to this, you will receive email notices containing information about programming and activities in the Manitoba arts community.

YES I would like to receive email notices
 NO I do not wish to receive email notices

Contact details

Primary email *(address for correspondence)*

Email 2

Email 3

Website

Home phone #

Work phone #

Cell phone #

Fax #

Address

City

Province

Postal code

Country

Self-identification

Completing the voluntary self-identification information below will help the Manitoba Arts Council identify whether its programs and services are reaching a diverse and wide range of Manitoban artists, as intended. The information that you provide will not be used to assess the eligibility or merit of your application.

Applicants are invited to self-identify if they or their organization represents the following groups:

- Visible minorities
- Franco-Manitoban persons
- Aboriginal persons (First Nations, Metis, Inuit)
- Persons with disabilities

Language(s) spoken: English French

Other:

FOR OFFICE USE:
 Application Grant # _____
 Applicant ID _____
 Received Date _____

Grant Application Details (forwarded to the assessors)

Applicant *Fill in one box only.*

For artist/individual applications
 First name _____
 Middle name _____
 Last name _____
 Professional name *(if different from above)* _____
 Website _____

For organization/group applications
 Organization/group name _____
 Contact name _____
 Website _____

Project details (continued)

Project title

Project summary *(maximum 25 words)*

Start date (d/m/y)

End date (d/m/y)

Amount requested

Project details

Grant program name

Discipline(s) relevant to project

(if multidisciplinary: check all applicable boxes)

- Dance Literary Music Theatre Visual
 Craft Film/Video/Media Arts

DECLARATION I have read, understand, and comply with the eligibility criteria and the requirements of the program to which I am applying, as outlined in the general guidelines and the program-specific guidelines. I confirm that the statements in this application are true. If I am applying on behalf of an organization, I confirm that I am authorized to make an application for funding on its behalf.

Signature _____ Date _____

PUBLIC READINGS BY MANITOBA WRITERS GRANT

APPLICATION FORM

AUTHOR	
Name	
Address	
Bibliographic info for at least one published work (Title, publisher, date of publication); production information for plays performed; data for 3 events for spoken word artists)	
Location of reading	
Date of reading	

EXPENSES	
Total fee to writer(s) (MAC will reimburse to a maximum of \$150 per reading)	\$ _____
Travel/meals/accommodation (MAC will reimburse to a maximum of \$150 per author)	\$ _____ (travel: \$.40/km) \$ _____ (meals and accommodation) \$ _____ Total

HOST ORGANIZATION/SCHOOL	
Name of Organization/School	
Address	
Contact person	
Telephone	
Email	
Mandate of organization	