



**CONSEIL
DES ARTS
DE MONTRÉAL**

Program Description

Conseil des arts de Montréal Touring Program

2019-2020

GENERAL OBJECTIVES

Always on the lookout for innovative projects, the touring program supports works that reflect creativity, cultural diversity and emerging practices.

Since 1983, the Conseil des arts de Montréal Touring Program has fostered the dissemination of the arts throughout the Island of Montreal, allowing artistic companies and collectives to increase their visibility. To this day, the program has supported on average 500 artistic productions per year, making it Montreal's largest touring event. The program extends the exposure of works while diversifying their audiences and enriching the cultural life of the Island's boroughs and municipalities. With inclusion as its priority focus, the goal of the Conseil is to reflect the social fabric of Montreal. The program, which is open to all disciplinary fields, invites artistic proposals from Aboriginal creators and from culturally diverse and English-speaking artists. It also strives for artistic excellence and risk taking.

The program is carried out in close collaboration with the presentation networks Accès Culture (Réseau des diffuseurs municipaux de Montréal) and ADICÎM (Association des diffuseurs culturels de l'Île de Montréal), as well as the municipalities and Boroughs of the Island of Montreal.

1. ELIGIBILITY

We highly recommend referring to the Conseil's glossary prior to applying:
https://www.artsmontreal.org/media/artistes/aide/financement/transitoire/CAM_Glossary_English.pdf

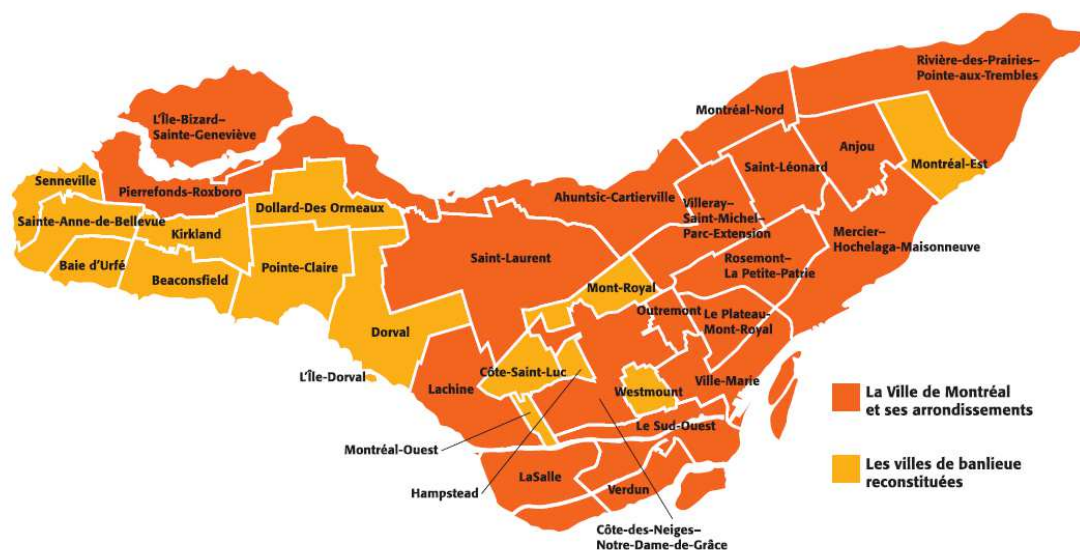
New criteria and openings for the 2019-2020 touring program

Music sector

The Conseil des arts de Montréal Touring Program now welcomes artistic proposals reflecting the range of professional musical practices to be found on the City's territory, whether it be established musical traditions or new and emergent musical genres. These may include sung musical practices, as well as urban or hybrid music.

Street performance sector

The Conseil des arts de Montréal now recognizes street performance as an eligible discipline. Professional organizations, artists (collectives) and individual artists (sponsored by a non-profit service organization) working within this disciplinary field may submit project proposals for the 2019-2020 program season.



1.1. Organizations

The program is designed for [professional organizations](#)¹ working in the fields of street performance, circus arts, dance, digital arts, film and video, literature, music, [new artistic practices](#), theatre, and visual arts.

→ *Legal status and conditions*

- must be a duly constituted non-profit organization or artist cooperative that does not distribute dividends;
- must be based on the Island of Montreal;
- must have a board of directors composed primarily of Canadian citizens or landed immigrants;
- must have the principal mission of creating, producing and presenting artistic activities, or of uniting and representing artists and/or cultural workers from a specific discipline or multidisciplinary sector;
- must meet the definition of a [professional organization](#).

1.2. Artists (collectives)

This program is also intended for collectives composed of professional artists working in the fields of street performance, circus arts, dance, digital arts, film and video, literature, music, new artistic practices, theatre, and visual arts.

Members of a collective are defined as those whose artistic actions have a direct impact on the creations/productions of the group as a whole.

→ *Legal status and conditions*

- must be represented by an application supervisor;
- must be composed of [professional artists](#) as defined by the Conseil;
- must be a group of artists, regardless of number;
- two-thirds of the group's members must be Canadian citizens or permanent residents, while members residing outside Canada may not exceed one-third;
- the majority of the group's members (50% + 1), including the application supervisor, must have resided on the Island of Montreal for at least one year.

1.3. Artists (individuals)

This program is also intended for individual artists (sponsored by a service organization) working in the fields of circus arts, street performance, dance, digital arts, film and video, literature, music, new artistic practices, theatre, and visual arts.

→ *Legal status and conditions*

- must be based on the Island of Montreal;
- must be sponsored by a [service organization](#) with a support mandate, headquartered on the Island of Montreal;
- must be a professional artist as defined by the Conseil¹

¹ The terms in [blue](#) are defined in the Glossary at www.artsmontreal.org/en/glossaire.

2. INELIGIBILITY

2.1. Organizations, artists (collectives), individual artists

- collectives and organizations that do not meet the general eligibility requirements;
- individual artists who are not sponsored by a service organization;
- collectives wishing to act as presenters or producers of festivals and events;
- public organizations, para-public government organizations, and municipal corporations.

2.2. Works

- works that have not yet been produced and presented at the time of application.

2.3. Sectors

- Organizations and collectives working exclusively in the fields of [variety](#) or humour.

2.4. Applications

- incomplete applications;
 - applications received after the deadline.
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3. SPECIFICATIONS

3.1. Nature

- The grant is one-time and non-recurrent.
- The program is intended for the remounting of works. To be eligible, the proposed work must have been presented by the organization, collective or individual artist sponsored by a service organization **PRIOR TO THE APPLICATION DEADLINE.**

3.2. Specific eligibility requirements

- only one application per year may be submitted to the touring program, with the exception of the film sector, where the maximum is 10 works (films or documentaries);
 - service organizations whose mandate is to assist artists may sponsor two individual artists per year, and thus submit two different tour proposals;
 - artist collectives composed primarily of persons working in another collective may not submit more than one grant application per year;
 - the supervisor of the collective may submit only one application, even if he or she works for other collectives;
 - each new application from a collective must be submitted by the same representative of the group.
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4. APPLICATION PROCEDURE – DOCUMENTS TO BE ATTACHED

4.1. Submitting an application

Please consult the website <http://www.artsmontreal.org/fr/orora> and follow the directions on the ORORA portal for filing grant applications.

You will be asked to complete or update your profile, after which you will have access to your application history and correspondence with the Conseil.

Should you have any difficulties, please contact the Conseil at 514-280-3580 or artsmontreal@ville.montreal.qc.ca.

4.2. Documents to be included (for all applicants)

- the organization's letters patents if this is the first application, and subsequently if modifications have been made;
- the application form with a description of the proposed work;
- budget;
- spec sheet;
- press kit (maximum of 3-4 articles) relating to the application;
- a maximum of 3 Internet links presenting excerpts or uncut versions of works related to the application.

4.3. Presentation (for all applicants)

Only the required documents will be forwarded to the evaluation committee.

5. EVALUATION PROCEDURE

5.1. Six-step process

1. Reception and verification of eligibility by assigned professionals, under the authority of Conseil management;
2. Analysis by the professionals concerned;
3. Study and recommendations by the members of the evaluation committee;
4. Recommendations are made to the Board of Directors by the evaluation committee Chairs;
5. Final decision at a Board meeting and allocation of grant by Board members;
6. Notice of decision issued.

5.2. Confidentiality

The Conseil guarantees the confidentiality of all personal information in its possession, and restricts access to all confidential documents it receives, subject to the *Act Respecting Access to Documents Held by Public Bodies and the Protection of Personal Information* (LRQ., chapter A-2.1).

6. PAYMENT OF GRANTS AND OBLIGATIONS OF RECIPIENTS

6.1. Payment modalities

- The grant is paid in three instalments.
- Organizations and artists representing a collective *must* register for direct deposit as a supplier of the Ville de Montréal.

6.2. Obligations of recipients

- must present their projects as planned, as part of the Conseil des arts de Montréal Touring Program;
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- must submit, within four months of the end of the project, an **evaluation report** and a **budget report**, using the appropriate forms;
- must publicly acknowledge the contribution of the Conseil des arts de Montréal by reproducing the Conseil's logo in its programs, brochures, flyers, website and any other promotional material. The Conseil's logo and specifications can be found on its website: <http://www.artsmontreal.org/en/council/logos>
- must comply with certain specific conditions, if applicable, pertaining to the use of the grant.

6.3. All grant recipients

6.3.1 Cashing of cheques

By accepting payment of the grant, the organization or collective agrees to complete the activities covered by the grant and to respect the accompanying conditions.

6.3.2 Inability to complete the project

Grant recipients that are unable, for whatever reason, to complete the project within the allotted time must notify the Conseil des arts de Montréal immediately. Depending on the circumstances, they may be required to reimburse the amount awarded, in whole or in part.

6.3.3 Modifications to the financial commitment regarding participation in the Conseil des arts de Montréal Touring Program

Participation in the Conseil des arts de Montréal Touring Program may be terminated:

- In the case of an organization ceasing its activities;
- In the case of changes in artistic direction, artistic mandate or activities not endorsed by the Conseil;
- In a deficit situation: where an organization accumulates a deficit of 10% or more of its total revenues.

6.3.4 Failure to produce reports

Grant recipients may not submit new applications if they have failed to submit the required reports.

7. RESPONSE TIME – DECISIONS OF THE CONSEIL

7.1. Turnaround

After the application deadline, a period of 12 to 14 weeks is required to process the application.

7.2. Announcement of decisions

The decisions will be relayed by e-mail. No decision will be announced by telephone.

7.3. Appeal

The decisions of the Conseil des arts de Montréal are final and not subject to appeal.

8. INFORMATION

For further information, please consult our website www.artsmontreal.org or contact the tour supervisors:

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