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**Grant application forms**

**Project description**

**Call for projects with Télé-Québec**

**Creation of original digital content for La Fabrique culturelle**

**Name of applicant**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Form of address | | |  |  | Mr. |  |  |  | Ms. | | | |  | None (Non-binary or other) |
|  | | | | | | | | | | | | | | |
| Last name |  |  | | | | | | | | First name |  |  | | |

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| --- |
| **Year artistic practice started** |

**Artistic discipline** (indicate the appropriate discipline and the specialty, field or literary genre)

Visual arts  French-language songwriting  Dance  Architectural research Film – video  Songwriting other than French-language  Multidisciplinary arts  Urban planning Digital arts  Non-classical music  Theatre  Landscape architecture Video installation  Classical music  Circus arts  Environmental design Arts and crafts  Contemporary music  Literature  Storytelling

Specialty, field or literary genre

Examples:  Visual arts: specialty or field: painting

Literature: literary genre: poetry, spoken word

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| --- | --- | --- | --- | --- | --- |
| Amount requested |  | **Requested** |  | **Project cost** |  |
|  |  |  | **$** |  | **$** |

Description of the project

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Project title: | : | | | | | |
| Date Start: |  | End: |  | Duration: | mn |

Give a summary of the project which is the object of the application (maximum 30 words).

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| Project type  (fiction, non-fiction, web serie, etc.) |  |
| Is this project intended for a youth audience?  Yes  No  If yes, is the intended age group 4-11 years old?  Yes  No  Other targeted age group(s): | |

Check the earliest date possible for broadcast according to your project’s schedule.

July 15, 2024  October 15, 2024  January 15, 2025  April 15, 2025

La Fabrique Culturelle reserves the right to postpone the broadcast, depending on its program schedule.

**Documents to be submitted with the completed, signed application form**

Form containing personal information, completed and signed.

Form containing the description of the project.

Applicant’s Curriculum vitæ (maximum of 3 pages).

Curriculum vitae of the artist or members of an artists’ group (maximum of 3 pages per applicant).

Detailed project work plan including the proposed timetable.

The itemized budget of the project, including broadcasting rights, may be submitted using the Excel form provided by Conseil des arts et des lettres du Québec (Conseil) or similar format. For interactive works, production costs for the microsite must be included in the budget submitted.

A maximum of two excerpts of works and/or a demo of a work to be produced totaling no more than 15 minutes in duration (including titles and credits). (5 copies) (Annex 2).

**Instructions to send files**

Until further notice, the Conseil will receive the application file via [**WeTransfer**](https://wetransfer.com/)**, at the following email address:** [formulairesdacar@calq.gouv.qc.ca](mailto:formulairesdacar@calq.gouv.qc.ca)**.**

However, to ensure your personal information is protected, it is your responsibility to password protect the files you send.

1. Sign the completed form.
2. Place all files (the form and other required documents) to transfer via WeTransfer in a compressed file, **in password-protected 7-Zip format**. If you do not know how to do so, here are a few helpful references[downloading 7-ZIP](https://www.7-zip.org/); for Mac users [downloading Keka](https://www.keka.io/en/); [protecting a file or ZIP file](https://7zip.fr/7zip-compresser-avec-mot-de-passe/).
3. Send the file via [WeTransfer](https://wetransfer.com/) to [formulairesdacar@calq.gouv.qc.ca](mailto:formulairesdacar@calq.gouv.qc.ca).
4. Send the recipient the password to open the file through a separate communication.

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|  | I understand that the use of email offers no guarantee of confidentiality, and I accept the risks associated with communicating personal information via email. |

The CALQ confirms that personal information gathered from this transfer is accessible only to those authorized to receive it within the organization.

**The attachments must not exceed a combined total of 25 MB.**

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| **Information request**  **Sara Thibault** Chargée de programmes Direction du soutien aux artistes, aux communautés et à l’action régionale Conseil des arts et des lettres du Québec  514 845-9024 / 1 800 608-3350 [sara.thibault@calq.gouv.qc.ca](mailto:sara.thibault@calq.gouv.qc.ca) |

Annex 1 - Description of the project and program of work

|  |  |
| --- | --- |
| Project title |  |

Present the artistic concept for your project with emphasis on the originality of the proposal.

Please limit your project description to 3 pages (about 750 words).

Present your collaborators and define their roles for the project’s completion.

Please limit your description to 1 page (about 250 words).

Annex 2: Description of visual material

**Work No. 1**

|  |  |
| --- | --- |
| Date created: |  |
| Author, title of the work and a brief description of the document, if needed: |  | |
| Screening instructions, notes or alerts: |  | |
| Duration: |  | |
| The applicant’s role in the production (designer, scriptwriter, director, etc): |  | |
| Additional information: |  | |
| Website: |  | |

**Work No. 2**

|  |  |
| --- | --- |
| Date created: |  |
| Author, title of the work and a brief description of the document, if needed: |  | |
| Screening instructions, notes or alerts: |  | |
| Duration: |  | |
| The applicant’s role in the production (designer, scriptwriter, director, etc): |  | |
| Additional information: |  | |
| Website: |  | |