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Status: Draft

Deadline: Music Creation Projects - April 3, 2025

Application Type: Music Creation Projects

Applicant:

Content Note

This tab is optional. You can use it to provide information about your application. It does not affect the assessment of your project.

What is a content note?

A content note is a verbal or written notice that precedes potentially sensitive content. It indicates in advance any topics that the audience may find triggering or distressing.

While some readers are OK with encountering these topics without advance notice, others appreciate being able to prepare themselves, especially if the content could lead to them reliving painful experiences.

If you believe your **application**, **artistic examples** or **support documents** contain potentially sensitive content, please provide a brief content note below as a courtesy to OAC staff and assessors.

We'll make sure that this program's assessors know that the absence of a content note does not guarantee the absence of content they may find challenging.

Do you want to provide a content note?

More about content notes

Project Information

Project Title (Maximum 15 words)

Project Summary (Maximum 25 words)

Project Category

> From the list below, select one of the following that best applies to your project.
>
> **Note:** This program does not fund recording projects. For definitions of Self-directed Creation and Commissioning categories, visit the Music Creation Projects web page.

Total amount you are requesting from OAC

> This amount will be auto filled from the budget section.

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Start Date of Your Project

The activity for which you are requesting funding cannot start before April 3, 2025.

Note:

- For **Self-directed creation**, your project may have started before the program deadline date. However, expenses incurred before the deadline date are ineligible (i.e. will not be covered by this grant).
- For **Commissioning**, composer and librettists/lyricists fees may include activity that occurred before the deadline.
- For both categories, if the project has already started, enter the program deadline date here.

End Date of Your Project

The activity for which you are requesting funding cannot be completed before August 15, 2025, and must be completed by August 15, 2027.

Note: The world premiere/performance, public releases of recordings and/or publishing of new songs/compositions cannot be earlier than grant notification (i.e. four and a half months after the deadline).

Background

Make sure that the information you give in this section shows that you are eligible to apply for this program.

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See the Guide to OAC Project Programs and the program web page for information about eligible applicants and ask program staff if you are not sure.

Tell us about who you are as an artist, arts professional, group or organization. (Maximum 300 words)

Writing tip:

- State if this is a co-creation project, which might involve members of a band or ensemble whose members regularly work together.

- If this co-creation involves artists who have come together only for this project, you may answer this question as the project leader. You may also include relevant information about your co-creators.

- State if this project involves a commissioner.

- This is the place to tell the story of your artistic journey up until now and to describe what is important to you in your work and why.

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Describe the context in which you work. You may choose to include information about your environment, community, artistic influences and cultural identity or, as relevant, your connection to OAC priority groups and how they have had an impact on you or your organization's art, career/development and decisions. (Maximum 300 words)

Writing tip: If your proposed creative process will involve other musicians or artists, you may choose to answer from the perspective of the project leader. You may also include relevant information from your co-creators.

Applicant CV(s), Resumé(s) and Bio(s)

Either use the field provided to enter your CV(s), resumé(s) or bio(s) (maximum 1,000 words); or use the upload button to upload 1 document in PDF format (maximum 3 pages).

Writing tip:

- Include your CV, resumé or bio. For those of other key participants, such as co-writers, commissioner, see the **Support Material** tab.

- Go to OAC's website for tips on preparing CVs, resumés and bios for a grant application to OAC.

Enter the address for your website

> This is optional, and not having or choosing not to include a website will not impact your assessment. If provided, your website will be briefly reviewed by assessors. The important information you want to share with assessors about your experience, artistic practice and project should still be included in your answers to the application questions.

Support Material

Support Material

If files or links do not conform to the basic upload requirements (types, formats, sizes and minimum/maximum number of files), the system will prevent the application from being submitted.

If the provided artistic examples and support documents do not meet all program application requirements, the submitted application will be considered ineligible and will be withdrawn from the competition.

Assessors will not read documents that have not been requested or review support material for longer than the maximum time allowed. For audio and video examples, if the total running time exceeds the maximum length allowed, specify which part you want assessors to review.

Artistic Examples

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Describe how the artistic examples below relate to your project. (Maximum 150 words)

Instructions

Artistic examples are mandatory for all applicants based on the program categories as follows:

For all categories:

- **Audio or video of works/songs composed by the applicant (mandatory, 2 artistic examples, maximum 5 minutes in total)**
    - Consider including artistic examples that relate closely to the proposed project:
        - Rough demos, previously released recordings, or live performances of your works as a composer/creator.

For the Commissioning category:

- **Audio or video of performing musicians and/or choreographer (mandatory for commissioners for dance only, optional/recommended for all other commissioning projects, maximum 1 artistic example, maximum 2 minutes)**
    - Consider including artistic examples that relate closely to the proposed project:
        - Rough demos, previously released recordings, or live performances of the musicians who will be performing the music that highlights the musicianship of the performers.
        - For commissioners that are not performers, submit an example of the intended performers of the premiere.
        - For commissions for dance, this example must be a video of the choreographer's work that highlights how their movement interacts with music.

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Note: You may supply recordings longer than the maximums (for example, a full work/song), however, assessors will review only a maximum number of minutes indicated above.

- Click on *Edit Required Information* to:
  - Indicate only 1 starting cue time for each example and a maximum listening time in total as noted above.
- *Applicant's credit/role:*
  - This may include composer, performer, etc.
  - It could be "none" for the commissioning example of performing musicians and/or choreographer.
- *Supporting Artists Credit/Role:* may include the commissioner, a producer, guest artist(s), co-writer, etc.
- **Tip**: If you choose to edit your examples so that assessors can hear different parts of a piece, do so minimally and clearly inform assessors what they are listening to.

Audio - File Uploads

- Acceptable formats: MP3, WAV

- Maximum size: 20 MB per file

- **Do not use accents or special characters in your file names as they may cause application submission errors (for example: " ' ; : ~ ! % ^ *).**

For each example, click on **Edit Required Information** "www.arts.on.ca/getattachment/Grants/General-Granting-Info/Nova-User-Guide/Edit-Required-Information-Button.png.aspx?width=30&height=30" title="Edit Required Information Icon" /> to provide assessors with details.

Video - File Uploads

- Acceptable formats: AVI, MOV (QuickTime Video), MPEG, MP4, WMV (Windows Media Video)

- Maximum size: 500 MB per file. For files larger than 300 MB, we recommend uploading the file to Vimeo or YouTube and providing the link below.

- **Do not use accents or special characters in your file names as they may cause application submission errors (for example: " ' ; : ~ ! % ^ *).**

For each example, click on **Edit Required Information** "www.arts.on.ca/getattachment/Grants/General-Granting-Info/Nova-User-Guide/Edit-Required-Information-Button.png.aspx?width=30&height=30" title="Edit Required Information Icon" /> to provide assessors with details.

Support Documents

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Instructions

- Each type of support document listed below has its own instructions. Read them carefully to ensure that you:
    - submit all required support documents for your program category
    - respect any limits on the number or length of files
- All documents (except for promotional materials) should use a sans serif font of at least 11-point size (for example, Arial or Helvetica).

Bios, CVs or Organization Summaries of Key Project Collaborators

(optional, 1 document in PDF format, maximum 2 pages)

Writing tip: Key project collaborators include commissioner, librettist, lyricist, and key performers, as applicable. These collaborators should also be listed on the Project Plans tab.

Note: In the **Commissioning** category only, a brief bio or history of the commissioner is mandatory. You may provide it here, or refer assessors to the Letter from Commissioner support document if it already includes that information.

Plot Synopsis

(mandatory for opera and music theatre creation projects only, 1 document in PDF format, maximum 1 page)

Letter from Commissioner

(mandatory for Commissioning category only, 1 document in PDF format, maximum 3 pages maximum)

Writing tip:

- This is a letter of agreement from the commissioner to you. If you do not include it, your application will be withdrawn.

- The letter must include the commissioner's name and contact details and be signed by the commissioner (if an individual) or a person responsible for the commissioning project (for example, an administrator or artistic director in the case of an arts organization).

- The following instructions are for the commissioner. In your letter, please briefly address the following points:

  - Why you have chosen this composer.

  - How the proposed new composition will enhance your artistic activities and goals.

  - Plans for the world première: date, location, key performers.

  - In the case of an out-of-province world première, any plans to secure a subsequent Ontario première or other plans for Ontarians to experience the new work.

  - Opportunities for additional performances, touring, broadcast, recording, etc. of the new work if these are known.

- In the case of opera, music theatre or music for new choreography: any planned creative development phases, rehearsal process or workshops.

- Your intended audience and how you will promote the work to them, including any opportunities for public engagement in the creative process or other audience development activities (artist talks, workshops, etc.).

- Negotiated fee(s) with the composer (and librettist).

- Other sources of funds for this commission if these are being sought in addition to this grant to support the composer's (and librettist's) fee.

- How you commit to ensuring the negotiated fee(s), and what you will do if you do not secure all the funds intended to cover them.

- Information on any exclusivity agreement with the composer (and librettist) regarding future performances of the new work following its première.

- In the case of new work commissioned from a member of your collective or staff: how you manage conflict of interest. For information on eligibility restrictions, see the Music Creation Projects web page.

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Other Documents

(optional, 3 documents in PDF format, maximum 6 pages in total)

Writing tip: You may also include other materials that support your project proposal, such as:

- score/chart excerpts and/or lyrics corresponding to the submitted artistic examples of the composer/songwriter

- a sample of the text (for projects that will set pre-existing text to music)

- a sample of the lyricist/writer's previous work

Note: Do not include letters of support or confirmation.

Project Plans

What are you planning to do, and what do you want to achieve with this project? (Maximum 425 words)

Writing tip:

- Describe the artistic idea(s), plans and process.

- If your project includes using artistic material or stories that are not your own, explain how you have gotten or will get the permission to use them (for example, copyright clearance).

- If your project involves cultural practices that are not your own, describe how you have made or will make sure that you are engaging with them appropriately.

- Describe, as applicable, the following aspects of the composition(s), song(s) or music you will create:

  - your artistic goals/vision (for example, to create material for a future recording or for a performance)

  - your creation or composition process

  - number of songs or works and their duration

  - musical form or content

  - number of performers

  - instrumentation

- For large ensemble or orchestral works, you may use standard library music catalogue format for instrumentation presentation: for example, 2222/3211/piano/perc(2)/strings(66432).

- If applicable, name any librettists/lyricists who will create work for this project, or any pre-existing texts/authors that will be used. State if the text is in the public domain or if you have obtained copyright.

- For **Self-directed creation** projects, state what you intend to do with the completed music. For example, is this work for live performances by yourself or others? Or will you record this work for public release?

- For **Commissioning** projects, state any parameters provided by the commissioner.

- For opera projects, discuss the artistic vision/development of the libretto. This applies to lyrics for musical theatre as well as other works with original text. Include information on any workshop process from an artistic perspective.

- For new music projects for dance, describe your creative collaboration process with the choreographer.

- For projects including other art forms, describe how the proposed music will have equal artistic weight to the other discipline(s). Examples of other art forms include musical theatre, dance and multimedia.

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Do you plan to involve other people or organizations in your project?

Note: This could include:

- co-creators

- a commissioner

- artistic advisors

- librettists or lyricists

- directors, dramaturges or choreographers

- musicians (such as instrumentalists, singers, bands ensembles and conductors) who will perform the compositions or songs

- other artists, arts workers (such as administrators, technical crew)

- arts and non-arts organizations, businesses, or groups

How will this project contribute to your development (or to your group's overall goals)? (Maximum 200 words)

Writing tip: Consider your artistic and career development (for example, the importance of this project at this time). In the **Commissioning** category, describe why collaborating with this commissioner is important for you.

What audiences, participants, communities, partners and artists do you intend to reach? What immediate and ongoing benefits do you expect the project will have for them? (Maximum 450 words)

Writing tip:

- Describe the current audience for your music and any potential audiences you plan to reach with your proposed project.

- Describe this project's expected impact on current and potential audiences. Be clear about what is unique or important about what you are offering, or how this will fill a gap by providing a particular experience to audiences in your area.

- Describe how your project could contribute to the range of music available for performers, audiences and listeners.

- Include and explain any benefits to OAC priority groups.

- If participants are involved in the development or rehearsal process, describe the opportunity their involvement will provide. Participants may refer to:

  - other professional artists

  - community musicians

  - community members

- Describe your relationship to the communities you intend to reach. Talk about how you developed that relationship. Community may refer to:
  - city or region
  - ethnic and/or cultural community
  - musical genre

What are your plans to reach your intended audience, participants or community? (Maximum 225 words)

Writing tip:

- If someone else is responsible for publicity, marketing and outreach, make this clear. Describe their plans and strategies. This could be the commissioner, administrator, manager or project partner.
- For **Self-directed creation** projects, answer this question in the context of how you plan to have your music eventually reach an audience.
- For **Commissioning** projects, indicate if the required Letter from Commissioner (see **Support Documents**) includes additional information about the world première and its planned audience.

Budget

Your budget must balance at $0 (total expenses equal total revenues).

Make sure that this budget matches the project you described in the rest of the application.

Note: This is a standard OAC Project Budget template. A number of lines/sections probably will not be relevant to your music creation project. You should only complete those revenue/expenses lines that are applicable.

Important:

- Do not include in-kind support.

- Revenue sources other than this grant are not required, but recommended in the case of larger-scope projects.

- For this grant you must request an artist fee for yourself. This may be your only expense.

- In the **Self-directed creation** category, expenses for activities that take place before the application deadline are ineligible (that is, will not be covered by this grant). These ineligible expenses should still appear on the budget, but be sure to include other sources of revenues to cover these costs.

- In the Commissioning category, commissioners cannot be paid for production, performance or workshopping costs. Commissioners should be raising funds from other sources for these activities. For other sources of support at OAC, please see the Music Production and Presentation Projects program for more information.

- Recording costs must be modest and are only eligible for documenting new creation or a process. For example, they can be used for archival recording, creation through improvisation, or collaborative songwriting.

- In genres such as electronic music, higher recording costs are permitted. This could include projects that are exploratory in nature. Or you are creating beats, loops, or soundscapes with the potential to be used for future works by other artists. Your proposed project would not be a finished recording.

- Do not include performance-related costs as these are ineligible.

- See the program web page for more detailed information on eligible and ineligible activities and expenses.

Tips:

- Include the following revenues and expenses in the following lines, as applicable:
  - Applicant contribution and crowdfunding in **Individual donations.**
  - Music copying/reproduction costs in **Expenses for exhibitions/programming/production/distribution/touring/circulation/catalogues/documentation/publications.**
- In the Commissioning category, if additional funding is also requested from other granting agencies to reach the negotiated composer's fee and/or to cover other eligible project expenses, include these grants in the budget.
- Alternatively, if you are applying to other granting agencies with duplicate requests to achieve appropriate creators' fees, do not include these duplicate requests in your budget.

Budget notes

Either use the field provided to enter your budget notes (maximum 1,000 words); or use the upload button to upload 1 document in PDF format (maximum 3 pages).

Tip:

Make sure that these budget notes match your budget and the project you described in the rest of the application.

As relevant to your project, your budget notes should:

- Explain how you are estimating project revenues

- Describe any in-kind contributions (these should not be included in the budget)

- List individual artist fees (for example, for performers, artist workshop presenters, artistic directors, royalties)

- Show how artist fees and other costs are calculated

  - For example, if an artist will be paid a daily rate, give the rate and the number of days they will work.

  - Note: The program does not fund living and personal expenses. Do not provide details of your living and personal expenses as the rationale for the calculation of artist fees. Artist fees may be used at the discretion of the artist.

  - State if you are basing fees on standard rates set by professional associations or on a per-song basis or for a set period of time for work. This could be a musicians' union rate or the Canadian League of Composers' fee scale. Include a librettist or lyricist fee calculation, if applicable.

OAC Statistics

> The following information is being gathered for OAC research purposes only. This information will not be seen by assessors and will not be considered in determining any grant amount.

Program-specific Statistics

Select all music genres and/or instrumentation that apply to the proposed project:

Are there other genres not listed in the previous question that also or better characterize your work? If applicable, list the term(s) below. (Maximum 12 words)

If applicable, the commissioner is (check all that apply):

> Tip: See Music Definitions web page.

If applicable, is there an entity type not listed above that better characterizes the commissioner? (Maximum 15 words)

Declaration

This information is for OAC only and is not used by assessors for assessment purposes during the evaluation of your application.

I am submitting my application in:

OAC accepts applications in English or French. Assessment panels in this program are held in English. If there are French-language applications at this deadline, applications are translated and at least one assessor will be francophone. If this deadline receives enough French-language applications, a separate meeting with francophone assessors may be convened.

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Voluntary Disclosure of Contact Information

If you receive a grant, OAC would like to share some of your contact details with the Ministry of Tourism, Culture and Gaming (MTCG) and with your Member of Provincial Parliament (MPP). News about your grant helps your MPP learn about your work and the positive impacts of public arts funding.

The MPP may contact you to congratulate you personally.

The OAC will share the following information:

- your name
- your email address
- your phone number
- your mailing address
- your grant amount
- your project summary
- description of the program through which you received the grant

Do you give OAC permission to share this information with the MTCG?

> You can change your answer here at any time until OAC sends the information for this deadline to MTCG (approximately four months after the deadline).

View Terms and Conditions – OAC Project Grant Applications

> I acknowledge that I have read and understood the Terms and Conditions that govern applications to the Ontario Arts Council

View Terms and Conditions – Receipt of OAC Project Grant Funds

> I acknowledge that I have read and understood the Terms and Conditions that govern receipt of Ontario Arts Council funds

Applicant Declaration

I confirm that the information I have provided in this application for funding assistance is true, accurate and complete in every respect. I understand that providing false information may result in legal liability to me and, where applicable, my co-applicant and/or the members of the group and/or organization on whose behalf I am submitting this application.

I also confirm that I have obtained the necessary consents of all relevant individuals to provide their information to OAC and for OAC to use and/or disclose this information as set out in the Terms and Conditions.

By checking the box below, I agree to abide by Ontario Arts Council's Terms and Conditions governing applications to OAC through its online application system (Nova) and the receipt of funds.