Phase One: Project Proposal

Before you complete this project proposal, you should read through the [Submission Process](https://nac-cna.ca/en/creationfund/submit) page on the Fund’s website and review the Fund’s [Terms and Conditions](http://naccna-assets.s3.amazonaws.com/nac_national_creation_fund_official_terms_and_conditions.pdf).

Please fill in the contact information below, and answer each of the eight questions using this proposal form. Once you have completed the form and you’re ready to submit your proposal, save the final version as a PDF on your computer and email a copy to [creation@nac-cna.ca](mailto:creation@nac-cna.ca)

**Name of Project**

**Name of Company**

**Primary Contact**

Name:

Title:

E-mail Address:

Phone Number:

**1. Your Project**

Excite us about your artistic vision, and also provide details about your project’s technical and production plans. Is it a multimedia work for a large traditional performance space with a cast of 20? An intimate, immersive solo piece? We are open to all types of work, but we need a clear understanding of your project. (400 words or less)

**2. Artistic Team**

Tell us about the key members of your creative team. Outline their experience and list their most notable projects. (300 words or less)

**3. Producing and Presenting Partners**

List your production and presenting partners, including for the premiere and touring. Indicate whether their participation is confirmed, or if you are still in discussions. (300 words or less)

**4. Project Development Plans and Timeline**

We expect that most successful projects will be in development for several years.  Tell us how the work will be created, and over what period – include research, residencies, workshops, work-in-progress presentations, premiere(s), and touring plans. This should include creation and development work that has already taken place. (300 words or less)

**5. Indigenous Protocols**

If your project engages with Indigenous knowledges, linguistic or cultural intellectual property, or is in collaboration with Indigenous communities, please describe your relationship to this content or process, and how appropriate protocols are/will be observed or addressed.

(300 words or less)

**6. National Creation Fund Investment**

How much are you looking for, how will the Fund’s investment enhance your development process, and how will it make your project better? What will the Fund allow you to do that otherwise wouldn’t be possible? (300 words or less)

**7. Project Budget**

We only need a high-level budget at this stage. Include the anticipated development costs (including expenses you have already incurred) and presentation cost for the premiere (please note that the Fund will invest in the development of the work only).  List each of your sources of revenue, and indicate whether each source of funding is confirmed or pending.

**8. Accessibility**

Please indicate any considerations we should be aware of that will help you to participate and engage in our process.

**Notices**

Please check this box to indicate that you have read and agree to be legally bound by the Fund’s [Terms and Conditions](http://naccna-assets.s3.amazonaws.com/nac_national_creation_fund_official_terms_and_conditions.pdf).

The National Arts Centre is subject to the Access to Information Act and the Privacy Act. Information which you submit to the National Arts Centre in support of your proposal will be handled in accordance with the provisions of these Acts and in accordance with the applicable policies of the National Arts Centre.

Details about these policies, and contact information for the National Arts Centre’s Access to Information and Privacy Coordinator, can be found [here](https://nac-cna.ca/en/legal/privacy) and [here](https://nac-cna.ca/en/legal/information).

Privacy link: <https://nac-cna.ca/en/legal/privacy>

Access to Information link: <https://nac-cna.ca/en/legal/information>