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The CanDance Network Creation Fund

BACKGROUND

Creation Fund:

The CanDance Network initiated the Creation Fund in 1994 with financial assistance from the Canada Council. The Fund is a matching program between a group of Presenters and The CanDance Network to commission and present a new work. The Creation Fund supports creation, connects creator-artists, be they individuals or companies, with a broader public and extends the life of each new dance work.

Currently, The CanDance Network's contribution to the Creation Fund is entirely supported by the Canada Council Dance Section. Therefore, Creation Fund recipients are ineligible to apply to Canada Council Grants to Dance Professionals for additional funding for this creation. However, recipients may apply to Canada Council Production Project Grants in Dance for the same project in the same year.

A group of Presenters who are members in good standing of The CanDance Network may apply for matching funds to support a Creator-Artist they would like to commission to create a new work. The work is intended to be presented in a paid tour of performances in the locales of the commissioning presenters. It is the responsibility of each Creator-Artist to secure any additional funding to defray costs of the touring production.

Not all applicants may be successful as the Creation Fund in each round can support a limited number of creator-artists.

Conflict of Interest:

Members of The CanDance Network may not apply to the Creation Fund to commission their own Artistic Director. A group of Presenters may commission the Artistic Director of another member organization, provided that organization is not part of the commissioning group.

Commissioning Policy:

There are two levels of funding for projects available through the Creation Fund Program.

For mid to large scale Creation Fund projects, a minimum of four Presenters each contribute \$5000 cash for a total of no less than \$20,000.

For small-scale Creation Fund projects, a minimum of four Presenters and a maximum of five, each contribute a minimum of \$2000 cash for a total no less than \$10,000. (Four Presenters each contribute \$2500 or five Presenters each contribute \$2000).

Donated services, such as rehearsal space, time in a venue or staff time do not equal a cash contribution.

Each Presenter agrees to make an equal cash contribution to be paid directly to The CanDance Network. The CanDance Network will issue its matching contribution upon receiving the Presenters' contributions.

PROCEDURES

Project Administration:

The project is administered by a Program Manager at The CanDance Network, with ongoing consultation with the project's Lead Presenter. The group of Presenters will designate one member as the Lead Presenter, who will serve as a liaison between the group of Presenters, the Artist and The CanDance Network. The Lead Presenter is responsible for preparing and submitting the proposal, communicating with and representing the opinions of the participating Presenters on issues as they arise, and regularly checking in with the Artist. The Program Manager is responsible for the administration of The CanDance Network Creation Fund Agreement.

The Creator-Artist will communicate regularly with the Lead Presenter and the Program Manager, and participate in meetings as they are scheduled. The Creator-Artist will manage the budget, the contracting of performers and the creation process. If the project changes substantially from the proposal, the Creator-Artist will immediately notify the Program Manager and the Lead Presenter in writing of the changes.

The Creator-Artist is responsible for negotiating the fees, terms and conditions of performances and any residencies with each individual Presenter. The Creator-Artist will prepare and submit to the Program Manager a final report including a final budget, statistics from each engagement, an artist's feedback form, video documentation of the work, and copies of all publicity materials.

Application Process:

The Lead Presenter will submit a proposal to The CanDance Network that provides the following information:

To be prepared by the Lead Presenter:

- The name of the Creator-Artist proposed
- The names of the participating CanDance members
- Proposed date of premiere
- Proposed tour dates
- A written commitment from each Presenter confirming their financial contribution and stating their intent to present this project within 15 months of the premiere
- If one of the Presenters will serve as Producer, this must be noted in the proposal
- A brief statement of why the Presenters chose the artist

To be prepared by the Creator-Artist /Artist's Management and submitted to the Lead Presenter:

- The contact information of the Creator-Artist and/or the Creator-Artist's Management
- A biography of the Creator-Artist
- A Description of the Piece or Creator-Artist's Statement
- A proposed timeline for creation of the Work
- A creation budget stating all revenue and expenses
- Name of person (Creator-Artist, Manager or Producer) to whom the cheque is payable

Deadline:

Next deadline: May 15

Selection Process:

A designated member of the Board of Directors of The CanDance Network will review all applications to ensure that they comply with the Creation Fund guidelines.

The Board will select successful proposals and recommend funding levels. In the event that a board member is also participating in a project, he/she will not be involved in the selection process. The Board shall place priority on choosing a mix of small and mid-large scale projects, from different regions of Canada. Recipients will be notified as soon as decisions are finalized.

In awarding matching support, the Board shall use the following guidelines:

Contribution from Presenters

The CanDance Network Matching Support

\$20,000 (minimum \$5,000 each)	1 to 1 (to a maximum of \$20,000)
\$10,000 (minimum \$2000-\$2500 each)	1 to 1 (to a maximum of \$10,000)

The number and size of requests to the Creation Fund may vary from year to year. The Board will use discretion in awarding matching funds, based on the size of The CanDance Network budget. The Board will not make artistic judgments on the submission, which is up to the Presenters putting forward the proposal. The Board has the authority to postpone the project, if one of the Presenters withdraws. If there are three worthy projects, the Board could approve the projects in principle, but fund a specific project in the future.

Once matching support is approved, all who are participating in the commission including the Creator-Artist, Presenters and a representative of The CanDance Network, must promptly sign The CanDance Creation Fund Agreement, which outlines the payment schedule. The signed agreement will be housed at The CanDance Network Head Office.