



Canada Council
for the Arts Conseil des arts
du Canada

ENDOWMENTS AND PRIZES

Walter Carsen Prize for Excellence in the Performing Arts

Follow these three steps to nominate a candidate for this prize:	
Step 1	Read the Nomination Guidelines section for details about the purpose of the prize, who may submit nominations and other eligibility criteria, prize amount, assessment process and criteria, etc.
Step 2	Read the Important Information section. If you still have questions about the prize or the nomination process, contact the Program Officer indicated below.
Step 3	Complete all sections of the attached nomination form and be sure to use the checklist (Part E of the form) to confirm that you have completed the relevant sections of the form and have included all required support material.

The Canada Council for the Arts is committed to equity and inclusion, and welcomes applications from diverse Aboriginal, cultural and regional communities, including people with disabilities.

Nomination Deadline

30 April 2012

If this date falls on a weekend or statutory holiday, the deadline moves to the next business day. Your completed application form and all required support material must be postmarked on or before the deadline date.

The Canada Council will not accept nominations postmarked after the deadline date, incomplete nominations, or those submitted by fax or email.

Further Information

Lori Knoll

Program Officer
Endowments and Prizes
Canada Council for the Arts
350 Albert Street, P.O. Box 1047
Ottawa ON K1P 5V8

1-800-263-5588 (toll-free) or 613-566-4414, ext. 4116

TTY: 1-866-585-5559

lori.knoll@canadacouncil.ca

PRG23E 03-12



NOMINATION GUIDELINES

<p>Description of Prize</p>	<p>The Walter Carsen Prize for Excellence in the Performing Arts is an annual prize that recognizes the highest level of artistic excellence and distinguished career achievement by a Canadian professional artist in music, theatre or dance. The prize is awarded on a four-year cycle – in dance, theatre, dance and music – and is in the amount of \$30,000. The prize to be awarded in 2012 will be in the field of dance.</p> <p>Walter Carsen established the endowment fund for the prize in February 2001 through a generous donation of \$1.1 million to the Canada Council for the Arts. The Canada Council administers and promotes the prize.</p>
<p>Eligibility</p>	<p>Nominees must be professional artists who are Canadian citizens or permanent residents of Canada. They do not need to be living in Canada.</p> <p>The Canada Council defines a professional artist as someone who:</p> <ul style="list-style-type: none"> • has specialized training in the field (not necessarily in academic institutions) • is recognized as such by her or his peers (artists working in the same artistic tradition) • is committed to devoting more time to the artistic activity if financially feasible • has a history of public presentation. <p>Nominees in the current competition must have created, as creative and/or interpretive artists, an outstanding and distinguished body of work in any form of traditional or contemporary dance.</p> <p>The nominee must be actively involved in the performing arts in Canada or have spent the majority of his or her artistic career in Canada. The nominee’s career will likely have covered a significant period of time. Ideally, the nominee’s work will have been recognized and respected for its artistic excellence by the nominee’s peers at the national and international levels.</p> <p>This prize is designed to recognize individual achievement rather than the work of an organization, but it may also recognize artistic partnerships in which each artist meets the eligibility requirements for the prize.</p> <p>Restrictions</p> <ul style="list-style-type: none"> • No posthumous awards will be given. • Members of the Board of the Canada Council for the Arts are not eligible for this prize during the course of their term as members and for six months following the end of their term. • Nominators must be members of the Canadian professional performing arts community. They can be an individual or an organization.

<p>Nomination Process</p>	<p>Candidates do not apply for the prize, but must be nominated by an eligible nominator.</p> <p>Nominators are responsible for gathering the required documentation and submitting it with the attached nomination form. They must ensure that the documentation complies with the requirements set out in these guidelines and form.</p>
<p>Assessment of Nominations</p>	<p>Peer evaluation is fundamental to the Canada Council’s decision-making process. A peer assessment committee, composed of experienced professionals selected by the Canada Council for the Arts for their expertise in dance, will assess the nominations and choose the laureate. The committee may include one expert from outside Canada. Committee members will also be selected with consideration to fair representation of gender, generations, Canada’s two official languages, Aboriginal peoples, and the cultural and regional diversity of Canada, and the various types of artistic practices within the dance community. New committees are formed for each competition.</p> <p>All decisions of the committee are final. The peer assessment committee may decide not to award the prize in a given year.</p> <p>For further information on this subject, please see “Peer Assessment: How the Council Makes its Grant Decisions,” posted on the Canada Council’s website.</p> <p>Assessment Criteria</p> <p>The principal assessment criteria for the prize will be the artistic excellence of the artist’s work (including originality, creativity, innovation, transmission of tradition, technical mastery and impact in the milieu) and the significance of the artist’s achievements over the course of his or her career.</p>

IMPORTANT INFORMATION

Processing the Nomination	<p>Response time</p> <p>The winner of the prize (the laureate) will be notified, privately by telephone, within four months of the nomination deadline date. His or her nominator will be notified, by letter, shortly after that.</p> <p>The nominators of non-winning nominees will be notified of the results, by letter, shortly before the public announcement of the laureate (which may take place somewhat later than four months after the nomination deadline).</p> <p>Except for the notification of the laureate, results will not be released over the telephone or by email.</p> <p>Nomination preparation</p> <ul style="list-style-type: none">• You are responsible for providing all the information and support material requested.• The Canada Council will make decisions about eligibility based on the information you provide in the nomination.• Submit only the material requested. Extra material will not be shown to the peer assessment committee.• Carefully choose the material you submit in support of the nomination as committee members have limited time in which to study each nomination.• Except for the nomination statement and the signed letters of support, do not submit originals. The Canada Council is not responsible for the loss or damage of support material submitted. <p>Format and layout</p> <p>Where this applies, all the documents requested and the application form must be submitted:</p> <ul style="list-style-type: none">• on separate sheets of white paper (letter format, 8½ x 11 inches)• printed on only one side• with a font size of 11 points or larger• with paper clips (documents cannot be bound, placed under plastic or stapled). <p>Colour printing on coloured sheets and/or in an unusual format makes photocopying difficult; it is therefore preferable to avoid using them.</p>
----------------------------------	---

<p>Personal Information</p>	<p>The Privacy Act gives individuals the right to access and request correction of personal information about themselves. The Canada Council will protect personal information as required by the Privacy Act. The information will be stored in a series of Canada Council data banks described in <i>Info Source</i>, a government publication that is available on the Internet. All other information may be accessible to others under the Access to Information Act.</p> <p>The Canada Council for the Arts may share information related to applications and awards with officials in other arts and cultural industry funding agencies, on a confidential basis, to assist with program planning and evaluation.</p>
<p>Award Terms and Conditions</p>	<p>If the nomination is successful, the terms and conditions will be outlined in the notification letter. These are some of the conditions:</p> <p>Once the laureate has been contacted, he or she must confirm acceptance of the prize and agree to keep the results of the competition confidential until the Canada Council makes its official announcement.</p> <p>All the documentation submitted becomes the property of the Canada Council for use in any publicity or promotion accompanying the prize.</p> <p>The laureate must agree to allow his or her photographs and public information to be used for promotion of the prize and in other Canada Council promotional initiatives. He or she must also agree to participate fully in all prize activities, including media conferences, ceremonies, receptions and other related events.</p>
<p>Previous Laureates and Peer Assessment Committee Members</p>	<p>Visit www.canadacouncil.ca/prizes/walter_carsen for the cumulative list of winners of the Walter Carsen Prize for Excellence in the Performing Arts. You can also find out who the peer assessors were in the news releases posted on the same web page.</p>



Walter Carsen Prize for Excellence in the Performing Arts

The information you provide on this page and the next page will not be submitted to the peer assessment committee.

IDENTIFICATION OF NOMINATOR (to be completed by the nominator)

Name of nominator: (for organizations, the registered name is required) Miss Mrs. Ms. Mr.

Mailing address: (please inform the Canada Council if your address changes)

Street and apartment or suite number

City Province or territory Postal Code

Telephone (residence) Telephone (business) Email

IDENTIFICATION OF NOMINEE (to be completed by the nominator)

Name of nominee: Miss Mrs. Ms. Mr. Year of birth (optional): _____

Mailing address of nominee:

Street and apartment or suite number

City Province or territory Postal Code

Telephone (residence) Telephone (business) Email

For the nomination of an artistic partnership, provide this information for each member.

Name of artistic partner: Miss Mrs. Ms. Mr. Year of birth (optional): _____

Mailing address of artistic partner:

Street and apartment or suite number

City Province or territory Postal Code

Telephone (residence) Telephone (business) Email

DECLARATION OF NOMINATOR

Will you permit the Canada Council for the Arts to include your name and address on its mailing list?
(This information will be used for Canada Council business only, including surveys.) Yes No

In which language do you prefer to communicate with the Canada Council for the Arts? English French

As a nominator for the Walter Carsen Prize for Excellence in the Performing Arts (for dance in 2012),

- I have carefully read the criteria for the prize, which are described in the nomination guidelines, and confirm that the nominee meets the criteria.
- I confirm that I (or the organization I represent) am/is a member of the Canadian professional performing arts community.
- I accept the conditions of the prize as outlined in the nomination guidelines and agree to accept the Canada Council's decision.
- I am aware that the Canada Council for the Arts is subject to the Access to Information Act and Privacy Act, as described in the nomination guidelines.

I confirm that the statements in this nomination are complete and accurate, to the best of my knowledge.

Signature (an original signature is required)

Date



Walter Carsen Prize for Excellence in the Performing Arts

The information that you provide from this point onward will be submitted to the peer assessment committee.

- The Canada Council for the Arts requires only one copy of the nomination form. Type or print in black ink to make your submission easier to photocopy.
- Do not bind your completed nomination form (in other words, do not use spiral binding, mount it in plastic, staple it, etc.)

PART A – NAME AND LOCATION OF NOMINATOR AND NOMINEE	
Name of nominator (for organizations, the registered name is required): _____	
Contact name _____	
City _____	Province or territory _____
Name of nominee: _____	
Last name _____	First and middle names _____
City (permanent residence) _____	Province or territory _____
For the nomination of an artistic partnership, provide this information for each member.	
Name of artistic partner: _____	
Last name _____	First and middle names _____
City (permanent residence) _____	Province or territory _____
PART B – NOMINATION STATEMENT	
Describe in two pages or less why you are nominating this individual or artistic partnership for a Walter Carsen Prize for Excellence in the Performing Arts. Use a type size of 11 points or larger, and white, 8.5 x 11 inch paper. Please pay special attention to the artistic achievements of the nominee and the significance of these achievements over the course of his or her career. For a nomination involving more than one person (an artistic partnership), provide the same information for each member. You must sign and date your nomination statement.	
PART C – CURRICULUM VITAE AND BIOGRAPHY OF NOMINEE	
Submit a current professional curriculum vitae of the nominee, with emphasis on his or her artistic achievements in dance. For a nomination involving an artistic partnership, provide the same information for each member. Submit also a current one-page biography of the nominee.	
PART D – SUPPORT MATERIAL	
Please include with your nomination a minimum of one and a maximum of three signed letters of support for the nomination from professionals in the performing arts community in Canada and/or abroad.	

PART E – CHECKLIST

Use this checklist to confirm that you have completed all relevant sections of the form and have included all required support material. Be sure to put the nominee's name on all items.

You must include the following items in the order shown below.

- Identification of nominator
- Identification of nominee
- Declaration of nominator **(an original signature is required)**
- Part A – Name and location of nominator and nominee
- Part B – Nomination statement **(an original signature is required)**
- Part C – Curriculum Vitae and biography of nominee
 - Curriculum Vitae of nominee
 - Biography of nominee (maximum of one page)
- Part D – Support material
 - one to three letters of support for the nomination **(original signatures are required)**

Send your nomination form and supporting documents to:

Endowments and Prizes

Canada Council for the Arts
350 Albert Street, P.O. Box 1047
Ottawa ON K1P 5V8