

# Professional Development Program

## Micro-grant Application Form - 2025

Welcome to the Application Form for the Professional Development Micro-grant program, made possible through the Prince Edward County Arts Council's (County Arts) [Artist Fund](#). This is a micro-granting program, with a limited amount of funding available. This program offers artists support to ease the financial burden of their practice, and provides grant results quickly to facilitate applying for funding from other sources. We encourage artists to seek out additional funding opportunities, including at the federal and/or provincial level, to realize more ambitious projects.

This program's objective is to support artists as they advance their career through learning / skills-building and market development activities.

**IMPORTANT** - Before completing your application, please carefully review the [Program Guidelines here](#) to ensure you and your project fit the eligibility criteria.

Timelines:

- There is no deadline. Grants will be awarded on a first come, first serve basis until the fund is depleted.
- Applications must be received at least three weeks before the activity start date
- Results will be communicated within two weeks of application submission

The maximum grant request amount is \$1000. As the total amount of funds disbursed per year is limited, partial grants may be awarded.

We want to ensure that all eligible artists feel comfortable and confident applying to our Artist Fund grants. If you have any questions or would like assistance developing your application, we are here and ready to support you. Please contact Programs Director Stacey Sproule ([stacey@countyarts.ca](mailto:stacey@countyarts.ca)) for assistance or with any questions.

---

\* Indicates required question

### I. Contact Details and Eligibility

1. Artist Applicant Full name: \*

---

2. Feel free to tell us your pronouns (e.g. She/Her, They/Them, He/Him, etc.):

---

3. Email address: \*

---

4. Primary phone number: \*

---

5. Residential Address: \*

---

6. To be eligible to apply, applicants must have a physical address, and reside permanently (i.e. the majority of their time), in Prince Edward County. Please check the box to indicate that you meet this criterion: \*

*Check all that apply.*

☐ Yes, I have a physical address, and reside permanently, in Prince Edward County

7. To be eligible to apply, applicants must be a member in good standing of the Prince Edward County Arts Council. (You can join on our [Membership page](#).) Please check the box to indicate that you meet this criterion: \*

*Check all that apply.*

☐ Yes, I am a County Arts member in good standing

## II. Artist Information

8. Are you between the ages of 18-30 i.e. a “New Generation Artist” according to the Ontario Arts Council? (We collect this information for statistical/reporting purposes.) \*

*Mark only one oval.*

☐ Yes

☐ No

9. Artist Website address or social media handle:

---

10. Artist statement (if applicable to the project):

---

---

---

---

---

11. Please upload your Artist CV here: \*

Files submitted:

### **III. Project Details and Impact**

12. Name of Activity: \*

---

13. Start date & end date: \*

---

14. **1. Provide a detailed description of your project / proposed activities (300 \* words max)**

Please be as specific/detailed as possible.

If you are proposing a mentorship project, please explain how the proposed Mentor and mentorship activity will help you meet your goals.

If you prefer, you can record and send us an audio/video recording (5 minutes max) to answer this question. Please send files to [stacey@countyarts.ca](mailto:stacey@countyarts.ca) using the [WeTransfer app](#).

If you choose this option, please write "recording submitted" here.

---

---

---

---

---

15. **2. Tell us about your current artistic practice and how the proposed activities will help you advance your career. e.g. why have you chosen this activity at this point in your career? (300 words max)**

Please be as specific/detailed as possible.

If you prefer, you can record and send us an audio/video recording (5 minutes max) to answer this question. Please send files to [stacey@countyarts.ca](mailto:stacey@countyarts.ca) using the [WeTransfer app](#).

If you choose this option, please write "recording submitted" here.

---

---

---

---

---

16. Link to external website with details about the opportunity (course, event, etc.) (if applicable):

---

17. Location of opportunity (if applicable):

---

**If your project involves a mentorship, please provide the following information:**

18. Name and Occupation/Title of the Mentor:

---

19. Location of mentorship opportunity:

---

---

---

---

---

#### **IV. Budget**

20. Please note that partial grants may be awarded. If the request amount is only partially awarded, please let us know how you would go about carrying out the project: \*

---

---

---

---

---

21. Please use this [Budget Template](#) to prepare your project budget, and upload the completed budget here: \*

Files submitted:

## **V. Other Required Documents**

22. Please upload (if applicable):

1. Document confirming your invitation/participation/acceptance in proposed market development activity
2. Letter/email from mentor including a short description of mentorship activities/goals

Files submitted:

## **VOLUNTARY SELF-IDENTIFICATION QUESTIONNAIRE**

The Prince Edward County Arts Council is committed to facilitating inclusion, representation, and participation by everyone who contributes to the diversity and plurality of our community. The Self-Identification Survey content is based on current self-identification survey best practices and developed in collaboration with our Artist Advisory Committee. The questions focus on several equity-denied groups who, because of systemic discrimination, face barriers that prevent them from having the same access to the resources and opportunities that are available to other members of society, and that are necessary for them to attain just outcomes (Reference - [Government of Canada](#)). Respondents may identify with more than one of these groups.

A reminder that participation is voluntary; in addition, we have also included a "Prefer not to respond" option for each question.

## **HOW WE WILL USE THIS INFORMATION**

As the Professional Development Grant program has a rolling deadline, this data will only be used in the aggregate for internal tracking purposes. For more info on our Self-Identification Framework and Equity Priority Policy [see here](#).

23. Do you identify as a person with a disability? For the purposes of this survey, a person with a disability is someone who has a long-term or recurring physical, mental, sensory, psychiatric and/or learning disability and considers themselves to be disadvantaged in employment by reason of that disability, or believes that an employer or potential employer is likely to consider them to be disadvantaged in employment by reason of that disability. A person with a disability may also be someone whose functional limitations owing to their disability have been accommodated in their current job or workplace. (Reference - Employment Equity Act / [CAUT Toolkit](#)).

*Mark only one oval.*

- ☐ Yes
- ☐ No
- ☐ Prefer not to respond

24. Do you identify as an Indigenous person? For the purposes of this Survey, “Indigenous” refers to people who self-define as a First Nations (Status or Non-status), Inuit, or Métis person. (Reference - [Toronto Arts Council](#)). We invite all Indigenous artists to learn more about our recently launched Indigenous Voices Fund on our [website here](#).

*Mark only one oval.*

- ☐ Yes
- ☐ No
- ☐ Prefer not to respond

25. Do you identify as a racialized person? For the purposes of this survey, a racialized person is a person, other than an Indigenous person, who is non-white in colour and/or non-Caucasian in race, regardless of place of birth or citizenship (sometimes referred to as “racially visible” or “visible minority”). (Reference - Employment Equity Act / [CAUT Toolkit](#)).

*Mark only one oval.*

- ☐ Yes
- ☐ No
- ☐ Prefer not to respond

26. Do you identify with a non-cis gender identity (e.g. Trans\*, Two-Spirit, Genderqueer\*\*/Non-binary) and/or a sexual orientation other than Heterosexual/Straight (e.g. Gay, Lesbian, Bisexual, Queer, Questioning, Two-Spirit, etc.)?

\* Trans is an umbrella term that describes people with diverse gender identities and gender expressions that do not conform to stereotypical norms. It includes but is not limited to people who identify as transgender, transsexual, or gender non-conforming (gender variant, genderqueer), or an analogous term.

\*\* Genderqueer/Non-binary refers to individuals who do not follow gender stereotypes based on the sex they were assigned at birth. Non-binary is an umbrella term for gender identities that fall outside of the man-woman binary. People who are non-binary may or may not identify as trans.

Reference: [CAUT Toolkit](#)

*Mark only one oval.*

- ☐ Yes
- ☐ No
- ☐ Prefer not to respond



