

CULTURE IN THE SCHOOLS – APPLICATION GUIDE

The Culture in the Schools program offers educators and artists throughout Quebec a unique opportunity. By making financial assistance available to schools, it supports the organization of cultural projects. Having heard many success stories, ELAN also realizes the difficulty of navigating the application process and the Répertoire de ressources culture-éducation, the database of artists, writers, and cultural organizations designed for the program.

Getting into the Répertoire

As an artist, writer, or cultural organization, becoming a member of the Répertoire de ressources culture-éducation is a crucial step toward taking part in the Culture in the Schools program. It should be noted however that becoming a member of the Répertoire is only the first step. Having a school select you and your project is a separate process. Below you will find general information and helpful tips to make your application more successful.

Full details can be found through the Ministère de la Culture et des Communication's website [here](#).

Registration

This year's registration window: **November 16, 2016 – January 27, 2017**

- Registration happens only once every two years. Artists accepted in 2017 will be eligible for three school years starting in fall 2017 and ending in the spring of 2020.
- A single person can be registered more than once, ie. as part of a duo and as a solo artist.
- Exception: cultural organizations (theatre companies, artist cooperatives etc.) can register at any time; they are not restricted to the biannual window.
- Registered artists are automatically reregistered.
- If a previously-registered artist wishes to update or alter their project, he or she must complete a new application.

Register via: <https://inscription.mcc.gouv.qc.ca/inscription-repertoire>

For forms in English contact **Magalie Cardin** (information on 2nd page)

Admissibility

- Eligibility requirements are similar to those of Canada Council or CALQ, ie. professional training, recognition by peers, at least two years of professional practice, etc. See [Eligibility Requirements for artists](#) and [Eligibility Requirements for writers](#) on the MCC site for full details (FR Only).
- Make sure your project is in line with the objectives of the Culture in the Schools program.
- Also, make sure the project is a hands-on activity. It is not a performance nor a lecture.

Evaluation

- Juries put emphasis on evaluating the submitted project and not the artist themselves.
- Writers are evaluated by juries created by QWF and UNEQ, while all other artists are evaluated by juries formed by MCC.
- The non-writer juries are discipline specific, ie. dance, visual arts, music, crafts, etc.
- All jurors are required to be able to evaluate in French and English.
- Success rates for artist acceptance vary between 33% & 47%.

Education Training / Experience

- While experience with students is a benefit, no specific training as an educator is required.
- Also, the proposed workshop does not have to be specifically linked to curriculum.

Language

- If you want to present your workshop in English, the forms must be submitted in English.
- If you also want to present your workshop in French, a second set of forms must be submitted in French.

Other Details

- High school workshops should fit into a 60-minute period, while elementary workshops can be slightly longer.
- The artist's day at the school can be broken down a number of ways. For example, 3 x 1 hour, 2 x 2 hours, or a single intervention.
- Per year, there is a maximum of 35 contracts per artist.
- The artist fee is \$325 per day.
- Material costs, books, travel and accommodation (if applicable) are covered up to a prescribed maximum.
- Artists need a certified criminal record check before they can visit most schools.

For More Help

- Submit early. The application can be modified if required, missing information can be provided, and questions can be answered.
- Contact Magalie Cardin with questions before or after submitting:

Magalie Cardin

Conseillère en développement culturel

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Common Reasons for Rejection

- The artist lacks professional credentials.
- The project is not a hands-on, active, participatory workshop.
- The project does not meet the program's objectives.
- The project is unclear or unfocused.
- The project does not fit into class times.
- The project is unsuitable for the proposed ages.