



Canada Council
for the Arts Conseil des arts
du Canada

ENDOWMENTS AND PRIZES

Governor General’s Awards in Visual and Media Arts 2013

Follow these three steps to nominate someone for this award:	
Step 1	Read the Nomination Guidelines for details about the purpose of the awards, who may be nominated by whom and other eligibility criteria, award amount, assessment process and criteria, etc.
Step 2	Read the Important Information section. If you still have questions about the awards 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 all 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

1 June 2012

If this date falls on a weekend or statutory holiday, the deadline moves to the next business day.

Your completed nomination 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 submissions, or those submitted by fax or email.

Further Information

Michel Gaboury

Program Officer

Visual Arts Section

Canada Council for the Arts

350 Albert Street, P.O. Box 1047

Ottawa ON K1P 5V8

michel.gaboury@canadacouncil.ca

1-800-263-5588 (toll-free) or 613-566-4414, ext. 5265

TTY: 1-866-585-5559

PRG13E 03-12



NOMINATION GUIDELINES

<p>Description of Awards</p>	<p>The Governor General’s Awards in Visual and Media Arts are Canada’s foremost distinctions for excellence in visual and media arts. These awards were created in 1999 through a partnership of the Canada Council for the Arts and the then Governor General of Canada, Roméo LeBlanc, who committed Government House to hosting the gala ceremony to honour the laureates at Rideau Hall, in perpetuity. The Canada Council funds and administers the awards.</p> <p>As a result of a \$1.5 million donation to the Canada Council from The Samuel and Saidye Bronfman Family Foundation, the Saidye Bronfman Award became a Governor General’s Award, reserved for fine craft artists as of March 2007. The name “Saidye Bronfman Award” is retained under the overall banner of the Governor General’s Awards in Visual and Media Arts.</p> <p>Up to eight awards will be given annually:</p> <ul style="list-style-type: none"> • up to six awards of \$25,000 each will be available for distinguished artistic achievement in the visual (including architecture and photography) and/or media arts • one award of \$25,000 will be presented as the Saidye Bronfman Award for excellence in the fine crafts • one award of \$25,000 will be given to recognize the outstanding contribution to the visual arts (including architecture and photography), media arts or to fine craft of an individual or group in a volunteer or professional capacity, through philanthropy, board governance, community outreach activities, or as a director of an organization, curator, programmer, educator, critic or dealer/distributor. <p>The Canada Council for the Arts wishes to acknowledge its appreciation to His Excellency the Right Honourable David Johnston, Governor General of Canada, for his patronage of the awards.</p>
<p>Eligibility</p>	<p>Nominees (all awards)</p> <p>Nominees must be Canadian citizens or permanent residents of Canada, as defined by Citizenship and Immigration Canada. They do not need to be living in Canada.</p> <p>Nominees must be living as of the deadline date.</p> <p>Restrictions</p> <ul style="list-style-type: none"> • Members of the Board of the Canada Council for the Arts are not eligible to be considered for these awards during their term as members and for six months following the end of their term. • Individuals may only be nominated in one of the three categories (Artistic Achievement, Saidye Bronfman Award or Outstanding Contribution). • A nominee can only receive one award from each of the Governor General’s Awards in Visual and Media Arts’ categories (Artistic Achievement, Saidye Bronfman Award and Outstanding Contribution) in a life-time.

<p>Eligibility (continued)</p>	<p>Artistic Achievement Awards</p> <p>Awards recognize significant contributions to both the historical development and contemporary practice of the visual and media arts. This award is intended to honour individual achievement rather than the work of an organization, but it may also recognize artistic partnerships or small ensembles in which each artist meets the eligibility requirements for the prize.</p> <p>Nominees must be professional artists who:</p> <ul style="list-style-type: none"> • have maintained a practice in the visual or media arts over a significant period of time • have received national and international recognition. <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) • has a history of public presentation. <p>Nominees must have created an outstanding and distinguished body of work in the visual and/or media arts in at least one of the following categories:</p> <ul style="list-style-type: none"> • Visual Arts <ul style="list-style-type: none"> ➤ painting, drawing, photography, print-making, sculpture, installation and performance ➤ architecture • Media Arts <ul style="list-style-type: none"> ➤ independent film and video ➤ new media ➤ audio <p>Fine craft artists may only be nominated for the Saidye Bronfman Award.</p> <p>Please note that professionals working in the field of design, including graphic design, are not eligible.</p> <p>Saidye Bronfman Award</p> <p>The Saidye Bronfman Award is Canada’s foremost distinction for excellence in fine crafts. “Fine Craft” is the term used to define an area of activity in the crafts that is frequently directed towards exhibition and/or sale in a gallery-like setting. This activity involves high levels of technical expertise as well as knowledge of the historical tradition and development of the craft. Through their work, fine crafts practitioners demonstrate new concepts and innovations that expand the boundaries of the medium and its techniques.</p> <p>Created in 1977 by the Bronfman family to honour their mother on her 80th birthday, the prize is awarded annually to an exceptional craftsperson.</p> <p>In addition, works by the recipient are acquired by the Canadian Museum of Civilization for its permanent collection.</p>
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<p>Eligibility (continued)</p>	<p>Nominees must be professional artists who:</p> <ul style="list-style-type: none"> • have created an outstanding body of work • made a substantial contribution to the development of fine crafts in Canada • have been exhibited nationally and internationally. <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) • has a history of public presentation. <p>Outstanding Contribution Award</p> <p>An individual or a group of individuals may be nominated for this award. Nominees must have made an outstanding contribution to the visual arts (including architecture and photography), the media arts or fine crafts, in a volunteer or professional capacity, through one or more of the following activities or roles:</p> <ul style="list-style-type: none"> • philanthropy • board governance (awarded to the board of directors of a Canadian organization, such as a public gallery, museum, cinematheque or artist-run centre, that has demonstrated a strong commitment to producing, collecting and/or exhibiting contemporary Canadian art) • community outreach, audience development and/or arts education activities in a Canadian museum, public gallery, cinematheque or artist-run centre that has demonstrated a strong commitment to producing, collecting and/or exhibiting contemporary Canadian art • the director of a visual or media arts or fine crafts organization (such as an art museum or public gallery, artist-run centre, distribution centre or cinematheque) who has made a significant contribution to the presentation and distribution of contemporary visual and/or media arts or fine crafts in Canada • a curator, program director or writer who has made a significant contribution to the interpretation of contemporary visual and/or media arts or fine crafts in Canada • an educator who has made a significant contribution to the promotion of the knowledge and understanding of contemporary visual and /or media arts or fine crafts in Canada • a dealer/distributor who has made a significant contribution to the promotion of Canadian contemporary visual and /or media artists or fine craftspersons and to the distribution of their work in Canada and abroad
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<p>Eligibility (continued)</p>	<p>Nominators (for all categories)</p> <p>A nominator must be a recognized Canadian specialist in the visual or media arts or fine crafts, such as:</p> <ul style="list-style-type: none"> • the director (current or former) or a member of the board of directors of a Canadian museum, public gallery, cinematheque or artist-run centre that has demonstrated a strong commitment to producing, collecting, distributing and/or exhibiting contemporary Canadian art and that has received Canada Council for the Arts funding at least once in the past 10 years • an association of professional visual and/or media artists or fine craftspersons or a national service organization in the visual arts, media arts or fine crafts • the dean or chair responsible for studies in the visual and/or media arts or fine crafts at a Canadian university or art college, or a professor at such an institution • a Canadian private dealer in visual and/or media arts or fine crafts • an established visual and/or media arts or fine crafts critic or curator • any former or current Canada Council for the Arts grant recipient in the visual arts, media arts or fine crafts.
<p>Nomination Process</p>	<p>Candidates may not apply for the prize. They must be nominated by an eligible nominator. Nominees need not be from the province, territory or the artistic discipline of the 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>Nominators may nominate up to two individuals a year, but only one per category (i.e. one for an Artistic Achievement Award and/or Saidye Bronfman Award and/or Outstanding Contribution Award).</p> <p>Resubmissions</p> <p>A nominator may resubmit a nomination for a specific nominee as many times as desired.</p> <p>A nominator may only use the same nomination package twice, for the next year's deadline. To do this, the nominator must send a letter to the Canada Council requesting that the nomination package be resubmitted, and include the support material and an updated curriculum vitae for the nominee (if needed), on or before the next competition deadline date.</p>

<p>Assessment of Nominations</p>	<p>Assessment Process</p> <p>Peer evaluation is fundamental to the Canada Council’s decision-making process. Nominations will be evaluated by a peer assessment committee, composed of experienced visual arts, media arts and fine craft professionals selected for their expertise. The committee, which is selected by the Canada Council for the Arts, may include up to two experts from outside Canada. Committee members will also be selected with consideration to fair representation of artistic specializations, gender, generations, Canada’s two official languages, Aboriginal peoples, and the cultural and regional diversity of Canada. New committees are formed for each competition.</p> <p>The peer assessment committee may decide not to award one or more of the eight awards in a given year, if it feels that an insufficient number of the nominees meets the criteria.</p> <p>For this award, the decisions made by the peer assessment committee are final recommendations.</p> <p>For further information on this subject, please see “Peer Assessment: How the Council Makes Its Decisions,” posted on the Canada Council’s website.</p> <p>Assessment Criteria for the Artistic Achievement and Saidye Bronfman Awards</p> <ul style="list-style-type: none"> • the artistic excellence of the nominee’s work • the nominee’s contribution to the advancement of the practices of visual arts, media arts or fine crafts in Canada. <p>A key element of the assessment process is the quality of support material illustrating the nominee’s work.</p> <p>Assessment Criteria for the Outstanding Contribution Award</p> <ul style="list-style-type: none"> • the quality and extent of the contribution by the nominee(s) to contemporary visual or media arts or fine crafts in Canada over an extended period.
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IMPORTANT INFORMATION

Processing the Nomination	<p>Response Time</p> <p>The award winners (laureates) and their nominators will be notified privately of the results approximately five months after the deadline date. Nominators of non-winning nominees will be notified of the results by letter.</p> <p>The awards ceremony and a gala dinner in honour of the laureates will be held in the spring of 2013 at Rideau Hall. The media announcement will take place approximately one month prior to the ceremony.</p> <p>Nomination preparation</p> <ul style="list-style-type: none">• Nominators 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>
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<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>The laureates must participate fully in all award events, including media conferences and interviews, ceremonies and other related events. They must also allow photographs and public information about themselves to be used for promotion of the awards and in other Canada Council promotional initiatives. Recipients are requested to advise the Canada Council if they intend to mount an exhibition, if applicable, as a result of the award.</p> <p>Laureates agree to provide copyright permission for the use of reproductions or excerpts of their artworks/ photos in Canada Council collateral material, for presentation of works, photos, video clips and video interviews on the Canada Council and partner web sites, at associated venues, and on social media channels, and for distribution for media and promotional purposes. Laureates will receive \$300 in copyright fees in total for use of this material.</p> <p>The laureates and nominators must agree to keep the results confidential until the date of the public announcement.</p>
<p>Recent Laureates</p>	<p>For the cumulative list of laureates, please visit the website at www.canadacouncil.ca/prizes/ggavma.</p>



Governor General's Awards in Visual and Media Arts 2013

The information you provide on the following three pages 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

Street and apartment or suite number

City Province or territory Postal code

Telephone Fax Email

IDENTIFICATION OF NOMINEE (to be completed by the nominator)

Name of nominee: Miss Mrs. Ms. Mr.

Mailing address of nominee

Street and apartment or suite number

City Province or territory Postal code

Telephone Fax Email

DECLARATION OF NOMINATOR

Will you permit the Canada Council for the Arts to include your name, address and email 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

You must sign below to confirm your agreement with all of the following statements:

As a nominator for the Governor General's Awards in Visual and Media Arts 2013,

- I have carefully read the criteria for the award, 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 an eligible nominator as described in the nomination guidelines.
- I accept the conditions of the award as outlined in the nomination guidelines and agree to abide by the decision of the Canada Council for the Arts.
- 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 agree to keep the results confidential until the date of the public announcement.**

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

Name of nominator or organization's authorized representative

Eligible organization (where applicable)

Position

Signature (an original signature is required)

Date

CATEGORY OF NOMINATOR (check one or more as applicable)

- The director (current or former) or a member of the board of directors or of a Canadian museum, public gallery, cinematheque or artist-run centre that has demonstrated a strong commitment to producing, collecting, distributing and/or exhibiting contemporary Canadian art and that has received Canada Council funding at least once in the past 10 years.
- An association of professional visual or media arts or fine craft artists or a national service organization in visual arts, media arts or fine craft.
- The dean or chair of visual arts, media arts or fine crafts at a Canadian university or art college, or a professor at such an institution.
- A Canadian private dealer in visual arts, media arts or fine craft.
- An established visual arts, media arts or fine craft critic or curator.
- A former or current Canada Council for the Arts grant recipient in the visual arts, media arts or fine crafts.

DECLARATION OF ACCEPTANCE OF NOMINATION (to be completed by the nominee)

Will you permit the Canada Council for the Arts to include your name, address and email 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

You must sign below to confirm your agreement with all of the following statements:

As a nominee for the Governor General's Awards in Visual and Media Arts 2013,

- I am a Canadian citizen or have permanent resident status of Canada as defined by Citizenship and Immigration Canada.
- I understand and accept the conditions of the competition and award, as detailed in the nomination guidelines.
- I agree to abide by the decision of the Canada Council for the Arts.
- I am aware that the Canada Council for the Arts is subject to the Access to Information Act and the Privacy Act as described in the nomination guidelines.

If I receive the award,

- I agree that all documentation submitted becomes the property of the Canada Council for the Arts for use in publicity or promotion for the award.
- I agree to be available for a photographic session and a video interview in the months leading up to the awards ceremony and to co-operate in the preparation of promotional materials.
- I agree to the use of my photograph and public information on my professional practice or relevant activities for promotion of these awards and in other Canada Council promotional initiatives.
- I agree to participate fully in all award activities, including media conferences and interviews, ceremonies, receptions and other related events.
- I agree to provide copyright permission for the use of reproductions or excerpts of artworks/photos in Canada Council collateral material, for presentation of works, photos, video clips and video interviews on the Canada Council and partner web sites, at associated venues and on social media channels, and for distribution for media and promotional purposes. As a laureate, I will receive \$300 in copyright fees in total for use of this material.
- **I agree to keep the results confidential until the date of the public announcement.**

 Signature of nominee (**an original signature is required**)

 Date



Governor General's Awards in Visual and Media Arts 2013

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.).
- If you are completing the form on a computer, use the following format.

PART A1 – NAME AND LOCATION OF NOMINATOR AND NOMINEE		
<p>Name of nominator (for organizations, the registered name is required; only the name listed here will be considered the official nominator):</p> <hr/> <hr/>		
<p>Name of contact person</p> <hr/>		
<p>City Province or territory</p> <hr/>		
<p>Name of nominee:</p> <hr/>		
<p>Last name First and middle names</p> <hr/>		
<p>City Province or territory</p> <hr/>		
PART A2 – CATEGORY OF NOMINEE Specify the discipline for which the candidate is being nominated. Check one box only.		
<p>Artistic Achievement Award</p> <p>Visual Arts</p> <p><input type="checkbox"/> Painting, drawing, photography, print-making and sculpture, installation and performance art</p> <p><input type="checkbox"/> Architecture (design, including graphic design, is not eligible)</p> <p>Media Arts</p> <p><input type="checkbox"/> Independent film and video</p> <p><input type="checkbox"/> New media</p> <p><input type="checkbox"/> Audio</p>	<p>Saidye Bronfman Award</p> <p><input type="checkbox"/> Fine Craft (for example, ceramic, glass, furniture, textile, book binding, gold or silver/jewellery)</p>	<p>Outstanding Contribution Award</p> <p><input type="checkbox"/> Philanthropy</p> <p><input type="checkbox"/> Board governance</p> <p><input type="checkbox"/> Community outreach, audience development and/or arts education</p> <p><input type="checkbox"/> Director of a visual or media arts organization</p> <p><input type="checkbox"/> Curator, program director or writer</p> <p><input type="checkbox"/> Educator</p> <p><input type="checkbox"/> Dealer/distributor</p>

PART B – NOMINATION STATEMENT (to be completed by the nominator)

On separate sheets of 8½ x 11 inch white paper (single spaced and using one side only, using 12 points font) in 1,500 words or less describe why you are nominating this individual or group for a Governor General's Award in Visual and Media Arts.

Your nomination statement should take into account the assessment criteria described in the award guidelines.

PART C – CURRICULUM VITAE OF NOMINEE**For Artistic Achievement or Saidye Bronfman Award nominees:**

Submit a current professional curriculum vitae of the nominee, with emphasis on his or her achievements in visual and/or media arts or fine craft.

For Outstanding Contribution Award nominees:

Submit a full and up-to-date curriculum vitae of the nominee, with emphasis on his or her contributions to contemporary visual and/or media arts or fine crafts in Canada. For a group nomination, provide the profile of its history and a brief paragraph on each member.

PART D1 – REQUIRED SUPPORT MATERIAL

The peer assessment committee has a limited amount of time to see or listen to support material. Please respect the maximum number of articles to be submitted and the presentation formats indicated in the next section. Please note that letters of support are not eligible and will not be submitted to the peer assessment committee.

Support Material for Artistic Achievement or Saidye Bronfman Awards

Support material must relate to the nominee and his or her work. Only the following items may be included.

In Visual Arts or Fine Craft

- a maximum of 20 slides or 20 digital images (complete section D2) **or**
- a maximum of 15 slides and material on a work or excerpts of works in video or audio format of no longer than five minutes in length (complete section D3) **and**
- a maximum of three catalogues or critical reviews (complete section D4).

In Media Arts

- a maximum of 20 slides or 20 digital images (complete section D2) **or**
- material on a work or excerpts of works in video or audio format of no longer than fifteen minutes in length (complete section D3) **and**
- a maximum of three catalogues or critical reviews (complete section D4).

Support Material for Outstanding Contribution Award

Support material must relate to the nominee's work. Only the following items may be included.

- a portfolio containing magazine or newspaper articles about the nominee **and**
- material on the nominee's achievements in video or audio format of no longer than five minutes total length (complete section D3) **and**
- a maximum of three catalogues or critical reviews (complete section D4).

PART D2– SUPPORT MATERIAL: PRESENTATION GUIDELINES**Identification of Support Material (all categories)**

Please complete parts D3, D4 and D5 of this form. Clearly indicate the name of the nominee and the item number on each item, using a label or by writing directly on the material.

Test the material before you submit it to ensure that it is formatted correctly. It is your responsibility to ensure that all material reaches the Canada Council intact and in a readable format.

Presentation Formats for Support Material**Slides:**

- only plastic-mounted, 35 mm slides may be submitted
- write the nominee's name on each slide, and number them chronologically from the oldest to the most recent work. Mark each slide to indicate the lower left corner when held in the hand for viewing
- place slides in a protective sleeve and not in a box.

Digital images must be submitted on a CD or DVD, without folders. Image files must be:

- PC-compatible
- in jpg file format
- a maximum of 1 MB file size
- a maximum resolution of 1024 x 768 pixels
- RGB or greyscale colour mode only (no CMYK).

File names must be in the following format:

01initialsyeartitle.jpg (image number, applicant's initials, year of the work, title of the work). Do not put any special characters, symbols, periods, quotation marks (such as # / - " &) or spaces in any file name.

The image numbers must correspond to the ones in the Detailed Description of Digital Images or Slides, which is Part D3 of this form.

Video files in CD-RW, CD-ROM, DVD-RW, DVD-RAM, DVD-ROM or USB key formats:

- ensure that all files submitted are independent and do not require plug-ins
- indicate whether the files need to be loaded onto the hard drive in order to be viewed
- make sure that the file or files display a number (as described in part E3) and the title of the work (e.g., 01title.mov, 02title.mov... 20title.mov). Do not put any special characters, symbols or quotation marks (#/- "& | ...) in the file name
- include the extension in the file name
- for each file, indicate the minute where you wish the assessment committee members to start and stop the viewing
- specify whether the video should be viewed on a MAC or a PC.

PART D2 – SUPPORT MATERIAL: PRESENTATION GUIDELINES (continued)**Presentation Formats for Support Material (continued)****Audio files in CD-RW, CD-ROM, DVD-RW, DVD-RAM, DVD-ROM or USB key formats:**

- use MP3 format
- ensure that all files submitted are independent and do not require plug-ins
- indicate whether the files need to be loaded onto the hard drive in order to be viewed
- make sure that the file or files display a number (as described in part D3) and the title of the work (e.g., 01title.mov, 02title.mov... 20title.mov). Do not put any special characters, symbols or quotation marks (#/-'&|...) in the file name
- include the extension in the file name
- for each file, indicate the minute where you wish the assessment committee members to start and stop listening
- specify whether the files should be listened to on a MAC or a PC.

Websites:

- provide a complete and exact URL
- state the access path to the support material
- ensure that the website and all the links involved will be operational up to five months after the deadline date
- specify the browser and version that should be used.

CD or DVD audio:

- state the numbers of the tracks to be listened to
- indicate the minute where you wish the assessment committee members to start and stop listening.

DVD video (including Blu-ray HD-DVD):

- only submit NTSC-compliant DVDs
- state the chapter number or menu name
- indicate the minute where you wish the assessment committee members to start and stop viewing.

VHS videocassettes:

- cue the tape so that it is ready to be shown
- indicate the minute where you wish the assessment committee members to start and stop viewing.

PART D2 – SUPPORT MATERIAL: PRESENTATION GUIDELINES (continued)

Ensure that support materials are compatible with the hardware and software listed below:

MACINTOSH (for video and audio files only)

- Apple Mac Pro 2 x 2.8 GHz Quad Core
- OS X Leopard
- 320 GB hard drive
- 2 GB of RAM
- 256 MB HD PCI Express Video Card
- CD-RW/DVD-RW/DVD-RAM reader
- Safari or Firefox browser with the following plug-ins: Flash, Shockwave, Adobe Acrobat, RealAudio, RealVideo and QuickTime

PC (IBM compatible)

- HP DC7800
- Windows XP, SP3
- 149 GB hard drive
- 2 GB of RAM
- 384 MB Intel Graphics Media Accelerator Q35
- CD-RW/DVD-RW
- Microsoft Office XP, SP3
- Internet Explorer 6.X or 7.X equipped with the following plug-ins: Flash, Shockwave, Adobe Acrobat, Windows Media Player, RealPlayer and QuickTime

Please note that Surround 5.1 is available.

Return of Support Material

Please note that the support material of successful nominees will be retained by the Canada Council.

All other support material will be returned **to the nominator** at the address provided.

NAME OF NOMINEE:

PART D3 – DETAILED DESCRIPTION OF DIGITAL IMAGES OR SLIDES

Please provide the information requested below and label all support material according to the instructions in **Part D2**.

No.	Title	Medium/ Material	Dimensions of Work (if applicable)	Date of Completion (if applicable)	Collection (if applicable)
01					
02					
03					
04					
05					
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08					
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10					
11					
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20					

PART D4 – DETAILED DESCRIPTION OF VIDEO OR AUDIO FILES, WEB SITES, DVD, CD OR VIDEOCASSETTE TAPE

Please provide the information requested below and label all support material according to the instructions in **Part D2**.

No. 1

Title of work/production: _____ Date of completion (if applicable): _____

Type of work/production: _____ Original format of work (if applicable): _____

Total length of work (if applicable): _____

Instructions for examining support material:

Total length of excerpt: _____ Time cues from _____ to _____

Number of chapter, menu, track, section to examine: _____

URL (if applicable): _____

Remarks or special instructions about the presentation: _____

Support material to be viewed on: MAC PC/ IBM compatible

No. 2

Title of work/production: _____ Date of completion (if applicable): _____

Type of work/production: _____ Original format of work (if applicable): _____

Total length of work (if applicable): _____

Instructions for examining support material:

Total length of excerpt: _____ Time cues from _____ to _____

Number of chapter, menu, track, section to examine: _____

URL (if applicable): _____

Remarks or special instructions about the presentation: _____

Support material to be viewed on: MAC PC/ IBM compatible

PARTIE D4 (continued) – DETAILED DESCRIPTION OF VIDEO OR AUDIO FILES, WEB SITES, DVD, CD OR VIDEOCASSETTE TAPE

No. 3

Title of work/production: _____ Date of completion (if applicable): _____
 Type of work/production: _____ Original format of work (if applicable): _____
 Total length of work (if applicable): _____

Instructions for examining support material:

Total length of excerpt: _____ Time cues: from _____ to _____
 Number of chapter, menu, track, section to examine: _____
 URL (if applicable): _____
 Remarks or special instructions about the presentation: _____

Support material to be viewed on: MAC PC/ IBM compatible

No. 4

Title of work/production: _____ Date of completion (if applicable): _____
 Type of work/production: _____ Original format of work (if applicable): _____
 Total length of work (if applicable): _____

Instructions for examining support material:

Total length of excerpt: _____ Time cues from _____ to _____
 Number of chapter, menu, track, section to examine: _____
 URL (if applicable): _____
 Remarks or special instructions about the presentation: _____

Support material to be viewed on MAC PC/ IBM compatible

If you need more than four spaces to document Part D4 support material, please photocopy or reproduce the presentation above on separate sheets.

NAME OF NOMINEE:

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PART D5 – DETAILED DESCRIPTION OF CATALOGUES OR CRITICAL REVIEWS (MAXIMUM OF 3)		
Nº	Title of Document	Brief Description/Instructions for Examining
1		
2		
3		

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 your 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)
- Category of nominator
- Declaration of acceptance of nomination (an original signature is required)
- Part A1 – Name and location of nominator and nominee
- Part A2 – Category of nominee
- Part B – Nomination statement
- Part C – Curriculum vitae of nominee
- Part D1– Support material (see Part D2 for details)
 - Digital still images and/or slides and/or works in video or audio format
 - Catalogues or critical reviews
 - A portfolio containing magazine or newspaper articles (Outstanding Achievement Award only)
- Part D3 – Detailed description of digital images or slides
- Part D4 – Detailed description of video or audio files, web Sites, DVD, CD or videocassette tape
- Part D5 – Detailed description of catalogues or critical reviews

Submit your nomination to:

Visual Arts Section

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