

AMPLIFY BC

Career Development Program

2021/2022

Sample Application

creativeBC



1. AMPLIFY BC

CAREER DEVELOPMENT PROGRAM

SAMPLE APPLICATION FORM

****Note: Do not fill out this form; this is a sample application for reference only. You must submit your application using the [online application form](#)****

The Career Development program is one of the Amplify BC programs funded by the Province of BC to stimulate growth and activity in BC's music industry.

This program is designed to support the economic growth and career development of Emerging and Established BC artists in the areas of sound recording, marketing, and music videos.

1. Application Instructions

1. Read the [Career Development program guidelines](#) thoroughly to confirm your eligibility before applying.
2. Complete this form to submit your grant application

The online application forms will work best on Chrome and on a laptop or desktop computer, rather than a tablet or phone.

We recommend saving any long form answers in a separate document as you progress through the application.

The deadline for emerging and established BC Artists is October 13, 2021 at 11:59 PM, PDT.

The review period for complete applications is approximately 12 weeks after the program deadline date. All applicants will be notified of the results in writing, by email.

If you have any questions or need assistance completing this form, please contact:

Giselle Lee Hausman | Coordinator, Music

Phone: 236-455-6232

Email: ghausman@creativebc.com

Appointments: calendly.com/ghausman

Privacy Policy

The information you provide in this grant application will be used internally by Creative BC to evaluate your application, and to contribute to aggregate statistics about BC's music industry.

We promise never to share your personal information without your express prior consent. For more information read our [Privacy Policy](#).

2. PROJECT INFORMATION

Save As You Go

IMPORTANT: To save your form and prevent losing your work, please click 'Save' in the bottom right-hand corner. Input your email address, and you will receive a saved link to revisit this form at any time. **Continue to click 'Save'** as you go, like you would in a word document, or your info will be lost. Creative BC cannot recover unsaved forms.

Artist

City of Artist

Select artist category: Emerging Established

For more information regarding the artist categories in this program, please [refer to the Career Development Program Guidelines 2021/2022](#).

Brief Project Description (1-2 sentences)

Project Start Date

Dates must correspond to the dates provided in your proposed budget and begin after April 1, 2021.

Project End Date

Dates must correspond to the dates provided in your proposed budget and begin after April 1, 2021.

2. (cont'd) – PRIMARY CONTACT

First Name

Last Name

Which Pronouns should Creative BC use when referring to you?

He/Him/His She/Her/Hers They/Them/Theirs

He/They She/They Other (please advise)

Prefer not to answer

Email

Job Title

Phone

ARTIST CONTACT

First Name

Last Name

Which Pronouns should Creative BC use when referring to you?

He/Him/His She/Her/Hers They/Them/Theirs

He/They She/They Other (please advise)

Prefer not to answer

Phone

GRANT WRITER OR ADDITIONAL CONTACT

First Name

Last Name

Which Pronouns should Creative BC use when referring to you?

He/Him/His She/Her/Hers They/Them/Theirs

He/They She/They Other (please advise)

Prefer not to answer

Email

Phone

3. ACCOUNT

INFORMATION

Are you applying as a business or as an individual? Individual Business

****Businesses must have banking set-up under their business name. If you do not have business banking, select individual.****

Account Name

Legal name or company legal name if applying as a business, OR legal name of individual.

Account Legal Name

Legal name company legal if applying as a business, OR legal name of individual.

Briefly describe the applicant company's relationship with the artist. (max. 50 words)

Briefly describe the applicant company and the services provided (max. 50 words)

Is your business headquartered in BC? Yes No

Which role best describes you or your company's role in music?

Account Mailing Address

Street Address

City

Province/State

Country

4. SELF-IDENTIFICATION

Artist Self-Identification

This section is voluntary, and will help us evaluate the participation of underrepresented groups. The information you provide will only be used in compiling statistics on equity for Creative BC. Please note these definitions are established by [Statistics Canada](#). For more information on the purpose of this data collection, please visit our website [here](#).

Total number of permanent members in group/band/ensemble. Include yourself if you are the artist.

This number should be equal to the number of people you list below. If you are applying on your own behalf, and are the only member of the group, enter 1, and complete your information below. If you are part of a group, list the total number in your group, and their names and details below.

Member Name

****Use real names, not stage names. If you are a solo artist, you'll fill this section out for yourself. If your group has multiple members, create a separate entry for each member by clicking add below for each person.****

Role Leader Supporting Musician

Instrument

City

Province/State

With which gender(s) do you identify?

Cisgender Woman Cisgender Man Transgender Woman not to respond

Transgender Man Transfeminine Transmasculine Non-Binary

2-Spirit Agender Other Prefer not to respond

Do you identify as Indigenous to Canada? (First Nations, Non-Status, Métis, and Inuit)

Yes No Prefer not to respond

If you identify as Indigenous to Canada and would like to include your Nation, please do so here.

4. (cont'd) SELF IDENTIFICATION

Do you identify as Black? Yes No Prefer

Do you identify as White? Yes No Prefer not to respond

For data comparability with 2020, do you identify as a Person of Colour?

Yes No Prefer not to respond

With which group(s) do you identify?

Arab Chinese Filipino Francophone Japanese Korean

Latin American South Asian (For example, 'East Indian', 'Pakistani', 'Sri Lankan', etc.)

Southeast Asian (For example, 'Vietnamese', 'Cambodian', 'Laotian', 'Thai', etc.)

West Asian (For example, 'Afghan', 'Iranian', etc.) Identity not listed above

Other Prefer not to respond

Do you identify as Deaf, Disabled, or someone with chronic illness or who is neurodiverse?

Yes No Prefer not to respond

A person with a disability is a person who has a long-term or recurring physical, mental, sensory, psychiatric or learning impairment that affects employment, such as a functional limitation, and that requires accommodation in the workplace.

Do you identify as LGBTQ2IA+? Yes No Prefer not to respond

Opportunity to note any groups with which you identify that are not listed above:

From time to time Creative BC has specific opportunities for creators and initiatives with distinctive characteristics to participate in round tables, events and targeted programs within the creative sector. However, we also want to respect your privacy and the collection of this information for its specific purpose. Please let us know to what degree you would like your self-identification information to inform our correspondence with you here:

I MAY consent to the use/sharing of this information in specific instances BUT only if Creative BC contacts me first.

I do NOT wish to be contacted for opportunities based on the personal information I have disclosed for the application/situation

Band Member Email (optional)

NOTE: Double check to make sure the total number of entries you've made matches the number of band members you've provided at the top. Ability to add multiple band members online (if applicable)

5. ARTIST HISTORY

CAREER HISTORY

Public link to previously released music

Which genre best describes the artist's music?

Does the artist make music languages other than English? Opportunity to specify:

Career Highlights (max. 500 words, bullet points are fine)

5. (cont'd) ARTIST HISTORY

List past releases (Release date & title)

In which year did the artist launch their career in music?

Is the artist registered with SOCAN or another performing rights organization?

Yes No

Live Performance

Approximately how many times does the artist perform per year?

What is the average audience size for this artist?

Team

Please list the names of external team members, and their companies. Do not include members of the band in these roles. If a category does not apply, leave blank.

Manager	<input style="width: 480px; height: 20px;" type="text"/>
Label	<input style="width: 480px; height: 20px;" type="text"/>
Publicist	<input style="width: 480px; height: 20px;" type="text"/>
	<input style="width: 480px; height: 20px;" type="text"/>

Booking Agent

Other Team Members

6. ONLINE PRESENCE

Artist Website

Social Handles

Spotify

Facebook

Instagram

Twitter

YouTube

Audience Reach

Not all artists may be active on the platforms below. If so, type '0'

Number of Facebook page likes

Number of Twitter followers

Number of Instagram followers

Number of Spotify monthly listeners

Number of YouTube subscribers

Number of Soundcloud followers

7. EARNED MUSIC REVENUE

Answer with the numerical value only and no symbols (\$). For example: \$5,000.99 would be written as 5000.99. If any of the sections below do not apply, type '0'.

If the artist plays in multiple projects or groups, include revenues from the applicant project only, excluding grants.

What is the total gross music revenue for the artist so far in 2021?

**What was the total gross music revenue for the artist in 2020?
(January 1, 2020 - December 31, 2020)**

**What was the total gross music revenue earned by the artist in
2018? (January 1, 2019 - December 31, 2019)**

If you are an Established artist who has experience writing, recording, and performing with other groups, and are starting a new project that has yet to meet the revenue or release requirement for emerging artists, please describe how this new project builds on your previous audience or success. Include past music revenue and audience stats. (max 100 words).

7 (cont'd) EARNED MUSIC REVENUE

Estimate the percentage of the above earnings in each of the categories below. Total should add up to 100%

Live Performance	<input type="text"/>	%
Royalties	<input type="text"/>	%
Physical Sales	<input type="text"/>	%
Digital Sales	<input type="text"/>	%
Licensing/sync	<input type="text"/>	%
Streaming	<input type="text"/>	%
Video and/or ad revenue	<input type="text"/>	%
Other revenue	<input type="text"/>	%
<i>Please specify other revenue source</i>	<input type="text"/>	

COVID-19 Impacts

Estimate the artist's losses due to COVID-19 in 2021. \$

What are the artist's average monthly losses due to COVID-19? \$

Briefly explain your current level of activity in 2021 due to COVID-19? (max. 250 words)

8. PROJECT PLAN

Complete the [2021-2022 Project Plan](#) for Career Development. Do not use an old template from a previous intake.

Project Plan upload (.pdf, .doc, .docx)

If you are working in Pages, be sure to export your .pages file to a .pdf, .doc, or docx file before uploading. Do not upload Pages documents.

9. BUDGET INFORMATION

Please refer to your Budget and Schedule of Activities when answering the following questions. Answer with the numerical value only and NO symbols (\$) rounding to the nearest dollar. For example: \$5,000.99 would be written as 5000.99.

Total Project Budget \$

The total project budget is equal to the total expenditures listed in your proposed budget. Do not include items that are ineligible or beyond the scope of your project, in your total budget. Use the numbers as shown on your Excel budget.

Total Funding Request \$

For 2021-2022, this program covers 100% eligible expenses, up to the maximum grant amount in your artist category.

Is your project also being funded, or applied to be funded, by any of the following sources?

No other public funding FACTOR First Peoples' Cultural Council
 Music BC Canada Council BC Arts Council City of Vancouver
 Other

Budget Template

Complete 2021-2022 Budget template for Career Development. Do not use an old template from a previous intake.

Budget (.xls, .xlsx, .csv)

Do not upload Numbers documents. If you are working in Numbers, be sure to export your .numbers file to a .xlsx file before uploading.

10. SOUND RECORDING

Does this project include sound recording activities?

Note: Each time you recheck this box, the fields below will reset.

What is the total budget for sound recording activities?

How many songs will be recorded?

List the titles of the songs to be recorded

What percentage of the songwriting is completed for the songs that will be recorded?

What is the proposed release date?

Releases can happen up to 12 months after the submission of the final report

How will the recordings be released? Check all formats that apply

Digital CD Vinyl Cassette Digital Only DVD Other

Recording Team

Primary Studio
Secondary Studio
Producer(s)
Engineer(s)
Mixing
Master
Guest/Featured Artist(s)

11. VIDEO PRODUCTION

Does this project include video production activities?

Note: Each time you recheck this box, the fields below will reset

Total Video Budget?

How many music videos will be made?

List the titles of the songs to be recorded

In which city will you be filming?

What is the proposed release date for the first video?

Video Team

Director

Cinematographer

Editor

Production Facility

Other Team Members

Video Treatment Upload

12. MARKETING

Does this project include marketing activities?

Note: Each time you recheck this box, the fields below will reset

What is the total budget for marketing activities?

Name of related music release?

Related music release date?

Is this project related to a tour? Yes No

List the tour dates this project will be supporting

13. ADDITIONAL DOCUMENTS Checklist

File uploads are limited to 5MB. If you are over limit, reduce the size of the file or compress to a .zip file. Please be sure you include all required documents. Incomplete applications may not be processed.

Attachments will display a red X when uploaded successfully. If you would like to remove or replace a document, click the red x and select "Add File" again.

Required for Some Applicants

- Statement of Business Registration, Certificate of Incorporation, or Copy of GST number (Businesses only)
- Contract between the artist and the applicant, if the applicant is not the artist.

Recommended Materials

- Vendor quotes/cost estimates for major budget items (recommended)
- Letters or expressions of support (recommended)
- Tour history or upcoming performance dates (optional)
- Upload one recent piece of press (optional)
- Other support documents (if applicable)

14. DELARATION

By submitting this Application Form to Creative BC:

- I acknowledge that Creative BC shall have the authority to discuss this application (including all documentation provided thereunder) with the auditor(s), legal counsel, actual or proposed financial participants and any other person(s) or entity(s) connected with the subject project.
- I also acknowledge that Creative BC may request additional application materials in order to complete the analysis of my application, and I agree to provide any additional requested documentation in a timely manner. I will save a copy of all my application materials until application reviews are complete.
- I certify that the majority of the band members qualify as BC artists, have resided in BC for 200 of the 365 immediately preceding the date of the application, and have filed a BC tax return in the taxation year prior to the date of the application.
- I hereby declare and warrant that to the best of my knowledge, the information contained herein is true and complete and I authorize Creative BC to contact sources necessary to verify the contents of this application and supporting documents.

Full Name

Date

If you are experiencing any trouble submitting your application, or an error saying "Not a decimal value" check to see if there are any special characters (% , commas, \$, periods, text or blank spaces) before or after a number.

If you receive an error saying "The form you are attempting to use is inactive", go back to your save notification, click the unique link in your email, and click submit.

If you continue to receive a form error, you can forward the saved draft link to ghausman@creativebc.com on or before 11:59 PM on Wednesday, October 13, 2021.

You should receive a confirmation email with a PDF copy of your submission, shortly after you hit submit. If you don't receive a confirmation, please email ghausman@creativebc.com to ensure your application has been received.