



ONTARIO ARTS COUNCIL
CONSEIL DES ARTS DE L'ONTARIO

an Ontario government agency
un organisme du gouvernement de l'Ontario

Writers' Reserve Program Frequently Asked Questions

➤ **What is a third-party recommender?**

A third-party recommender is a literary magazine, book publisher or literary organization that reviews applications from Ontario-based professional writers and makes grant decisions on behalf of the Ontario Arts Council (OAC). Each recommender receives a budget allocation in September to use towards Writers' Reserve grant recommendations.

➤ **What are the deadlines for the Writers' Reserve program?**

You may apply at any time from September 1, 2016 until January 31, 2017. Each recommender determines its own deadlines for reviewing applications or may make recommendations on an on-going basis until its funds are spent.

➤ **How do I know whether I am eligible to apply?**

See the program guidelines, page 3, to see whether you fit the OAC's definition of a professional writer.

➤ **How do I find out what a recommender is interested in funding?**

Please refer to the List of Recommenders on our website to find out about the types of work each recommender is interested in funding. You could also check their websites to see what kind of work they publish.

➤ **What is a regional recommender?**

A *regional recommender* is a literary magazine, book publisher or literary organization located outside of Toronto (outside the M postal code area). *Regional recommenders* receive the same base allocation amount as Toronto recommenders plus a small extra regional allocation. This money is intended to be recommended to *regional writers* by *regional recommenders*. Writers located outside the M postal code are encouraged to apply to any recommender they wish to, but should also be aware they can apply specifically to *regional recommenders as regional writers*.

➤ **What is the supplementary funding for Deaf Artists and Artists with Disabilities?**

This funding is available to successful applicants who are Deaf or have disabilities to assist them with accessibility-related expenses incurred in the course of realizing their projects. It is administered by OAC staff, not by third-party recommenders. Successful applications requesting supplementary funding will be directed to the OAC's Deaf and Disability Arts and

Access Committee for further review. If supplementary funding is awarded it will be released as a separate payment to the writer. Supplementary funding may be requested at any point in the completion of a funded application; please contact the OAC if you receive a grant and wish to make a request.

➤ **Do I have to have a publishing contract with a recommender I am applying to?**

No. Each recommender must use at least 30% of its allocation for writers it does not intend to publish; generally over 70% of the funding is awarded to writers who do not have publishing contracts with their recommenders.

➤ **Should I apply to a recommender that publishes the same type of work I do?**

Yes, in general, although some of the recommenders publish and fund a wide range of work. Please refer to the List of Recommenders for information about what the recommenders are looking for. You can also go to their websites to see the type of work they publish.

➤ **Can I apply to the Writers' Reserve program to do research for an article?**

Yes, the program funds writing projects at all stages of development and most types of writing projects. You can be working on a book of fiction, poetry or non-fiction, an article or essay or a series of poems or short stories. You can apply to undertake initial research, to begin writing or to hone an almost-finished work.

➤ **Can I apply to the Writers' Reserve program to buy a computer?**

No. The Writers' Reserve program funds only research or living costs. You may not use the funds to buy equipment or editing or publishing expenses. The grants cover living expenses such as rent, food and daycare or items necessary for research, including travel.

➤ **How do I find out whether I have a recommendation?**

You must make three copies of the completed, signed application form, send the original and two copies to the recommender with your support material and a self-addressed, stamped envelope and keep a copy for yourself. The recommender will fill out the bottom of the form with either a recommendation (and the amount of the recommended grant) or a denial and return the form to you. Recommenders are not obligated to notify applicants of declined applications if the applicant does not supply a self-addressed, stamped envelope.

The OAC will have received and processed all applications that are recommended for funding no later than March 27, 2017. Writers who receive a notification of recommendation from a recommender but do not receive a cheque should contact Helen Floros in early March for a status update. Unfortunately information on declined applications will not be fully processed and available to OAC staff until summer 2017. For this reason we can only provide positive status updates on successful applications that have been sent by the recommender to the OAC.

PLEASE NOTE: There is an upper limit of \$10,000 that a writer can receive from this program. If you have been recommended for Writers' Reserve grants totaling \$10,000 already in one program year, subsequent recommendations will NOT be approved by the

OAC. Instead, the recommendation will be returned to the publisher, who will recommend someone else for funding.

➤ **I've applied to a recommender but have not yet received results of its decision. What do I do?**

Wait. Each recommender sets its own deadlines, but must review applications at least twice in the 5 month period of the program. Recommenders will generally have processed all applications by February 15.

➤ **Does the recommender issue the grant cheque to me?**

No. The OAC will process the grant cheque and mail it to you.

➤ **If I receive a recommendation from the publisher, how long will it take for me to receive my Writers' Reserve grant?**

Grant cheques are usually issued by the OAC two weeks after we have received your approved application from the recommender. Please note that recommenders may notify you of your recommendation some time prior to sending the approved application to the OAC.

➤ **What is the average grant level?**

You may apply for between \$1,500 to \$5,000 from a recommender; however, the average grant is below \$2,000. Many of the publishers recommend the minimum amount in order to fund as many writers as possible.

➤ **May I apply to and receive funding from more than one recommender?**

Yes. You may receive up to \$10,000 from the Writers' Reserve program in any OAC fiscal year (April-March).

➤ **May I apply to the Writers' Works in Progress program for the same project?**

Yes, and you can receive funding from both the Writers' Reserve program and the Writers' Works in Progress program for the same project.

➤ **May I apply to the same Writers' Reserve recommender for more than one project?**

No. Please submit no more than one application per recommender.

➤ **If I receive a grant, do I have to submit a final report?**

Yes. If you receive a Writers' Reserve grant you must send us a report within six months of the receipt of the grant. The report should consist of a short narrative telling us how much writing or research you were able to complete. You *must* use the final report form that is enclosed with your notification letter (it is also posted on the website). We no longer accept reports by email.

You must also acknowledge the support of the OAC in any published work (print or online) for which you received funding. The OAC recognition must be in a regular acknowledgement page, where writers thank the people and institutions that helped them bring their work to fruition.