



ONTARIO ARTS COUNCIL
CONSEIL DES ARTS DE L'ONTARIO

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

FINAL REPORT

Writers' Reserve

You can print the form and complete it by hand OR you can complete it on-screen, print it out, sign it AND send it by mail/email.

To complete the form on screen, move your cursor to entry spots or tab from one entry spot to the next.

Please note:

- The personal information in this document is confidential to the Ontario Arts Council (OAC).
- This *Final Report* must be submitted by the date stated in your grant notification letter.
- You are not eligible to apply to any OAC program if you have an overdue final report.
- If you do not submit a final report, OAC may also require you to repay the grant.
- Submit ONLY ONE signed copy of this form.
- Do not send this cover page.
- Please print clearly.
- Please DO NOT submit this *Final Report* and attachments with any new application you may be sending in.

Send Final Report to:

finalreport@arts.on.ca

or

Final report for Writers' Reserve

Ontario Arts Council
121 Bloor Street East; 7th floor
Toronto ON M4W 3M5

The OAC is also committed to providing accessible services.

Deaf persons and persons with disabilities who require accommodation (e.g. assistance, alternate formats) are encouraged to contact us as soon as possible.

For more information about OAC's Accessibility Standards for Service to the Public Policy, please refer to the OAC website at:

<http://www.arts.on.ca/oac/media/oac/Access%20and%20Equity/OAC-Accessibility-policies.docx>

VOLUNTARY STATISTICAL INFORMATION

The OAC is committed to supporting and enhancing Ontario's thriving, evolving and diverse arts communities. As a public agency we recognize:

- our responsibility to help correct systemic barriers and historical challenges faced by Aboriginal peoples and people of colour;
- our role in supporting the arts as a critical link between language and culture for francophone people;
- the need to support new generations of artists (18 to 30 years old) in order to seed growth in all our arts communities.

We are gathering information to find out how well OAC grants serve Aboriginal artists, artists of colour, francophone artists and new generation artists, and organizations that support the work of artists from these communities.

This information will not be used to assess your application, will not be passed on to the assessors and will not be attached to your file. After we prepare a summary report using these statistics, this form will be destroyed.

Your response to the questions in this section is voluntary.

The term person of colour is based on the government of Canada's definition of visible minorities, which is defined as "persons, other than Aboriginal peoples, who are non-Caucasian in race or non-white in colour."

OAC's definition of the term "Aboriginal" means Status and Non-Status, Métis and Inuit people.

OAC's definition of the term "Francophone" is a person who learned French at home and still understands it.

OAC's definition of the term "new generation" is a person who is 18 to 30 years of age.

You may check off more than one box.

Are you:

- Aboriginal? yes no
- Francophone? yes no
- a person of colour? yes no
- aged 18 to 30? yes no

GRANT RECIPIENT INFORMATION			
Recipient name – <u>First</u> and <u>last</u>			
Permanent Physical Address			
Suite / Apt. / Floor	Number and street name	OR	R.R. #
City / Town / First Nation	Province	Postal code	
Mailing Address, if different from above			
Suite / Apt. / Floor	Number and street name	R.R. #	
		Postal station	
City / Town / First Nation	Province	Postal code	
Contact Information			
Phone number		Work phone number	
Cell phone number		Fax number	
Email (for correspondence)		Website	
GRANT CO-RECIPIENT INFORMATION			
Co-Recipient name – <u>First</u> and <u>last</u>			
Permanent Physical Address			
Suite / Apt. / Floor	Number and street name	OR	R.R. #
City / Town / First Nation		Postal code	
Mailing Address, if different from above			
Suite / Apt. / Floor	Number and street name	R.R. #	
		Postal station	
City / Town / First Nation		Postal code	
Contact Information			
Phone number		Work phone number	
Cell phone number		Fax number	
Email (for correspondence)		Website	

PROJECT/GRANT DETAILS

Please use the table below to list all recommendations for the project on which you are reporting. If you have received funding from Writers' Reserve for more than one project, please file a separate report for each project.

Project Title		
<input type="checkbox"/> Changed since application was made		
Recommender	Grant amount received	Date grant received (month/year)

MANDATORY FINAL REPORT ATTACHMENTS

Report

- Please describe the writing you were able to undertake during the granting period. Do not give details of your living expenses. In most cases the space provided below should be sufficient. If it is not you may attach an additional page.
- If you have completed the manuscript, please let us know whether you have sent it to a publisher or agent or whether you have a publishing contract, with which publisher, when the work is to be published and how you will acknowledge the OAC.
- If you are completing this form by hand, you may use the space below or attach a separate page with the project narrative.
- If your manuscript gets published, we would like you to notify us, by email or regular mail, with the name of the publisher and the publication date. This information is important as it becomes part of the evaluation of the Writers' Reserve program.

SIGNATURE(S)

I certify that the grant money has been fully spent on the activity for which the grant was awarded.

INDIVIDUAL

Must be signed by the person who received the grant, not a representative of the grant recipient.

Name	Signature	Date

CO-APPLICANTS

Must be signed by both persons who had the responsibility for the administration of the application, not a representative of the co-applicants.

Name	Signature	Date