



ONTARIO ARTS COUNCIL
CONSEIL DES ARTS DE L'ONTARIO

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

Final Report

Exhibition Assistance

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 or 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 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 Exhibition Assistance
Ontario Arts Council
121 Bloor Street East, 7th Floor
Toronto ON M4W 3M5

CE DOCUMENT EXISTE ÉGALEMENT EN FRANÇAIS

The OAC is committed to providing services in French according to the requirements of the French Language Services Act.

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/Page3616.aspx>

VOLUNTARY STATISTICAL INFORMATION

OAC is committed to ensuring equitable access for all Ontarians, with particular emphasis on the following priority groups: Aboriginal artists; artists and arts organizations located in regions across Ontario; artists of colour; Deaf artists and artists with disabilities; francophone artists; and new generation artists (18-30 years old).

Some of these priority groups have a unique history, identity and status in Canada, some have faced historical and/or systemic barriers, others reflect OAC's province-wide mandate and all are essential to the future of the arts sector.

OAC acknowledges that there are other population groups in Ontario that face barriers. However, we believe that the priority groups identified above are the appropriate ones for OAC to focus on at this time.

As part of OAC's commitment to equitable access, we are interested in knowing how well our grants serve Aboriginal artists, artists of colour, Deaf artists and artists with disabilities, francophone artists, and new generation artists – as well as organizations that support the work of artists from these communities.

To help us with this important goal, we encourage you to complete the voluntary self-identification form below.

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. The information you provide is confidential and will never be identified with you. After we prepare a summary report using these statistics, this form will be destroyed.

OAC will use the information you provide to:

- generate aggregate statistics on how well OAC programs are reaching members of our priority groups;
- help plan, evaluate and improve OAC programs and services;
- develop plans for outreach activities.

OAC defines the terms used in the self-identification form as follows:

- Aboriginal means Status and Non-Status, Métis and Inuit people.
- Francophone is based on the Government of Ontario's Inclusive Definition of Francophone (IDF), which includes "those persons whose mother tongue is French, plus those whose mother tongue is neither French nor English but have a particular knowledge of French as an Official Language and use French at home."
- 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."
- New generation is a person who is 18 to 30 years of age.
- Deaf person or person with a disability includes people who have physical, mental or learning conditions with long-term, temporary, or varying effects that may be apparent or not.

Your response to the questions in this section is voluntary.

You may check off more than one box in your applicant category.

<p>For individual applicants</p> <p>Are you:</p> <p>Aboriginal? yes <input type="checkbox"/> no <input type="checkbox"/></p> <p>Francophone? yes <input type="checkbox"/> no <input type="checkbox"/></p> <p>a person of colour? yes <input type="checkbox"/> no <input type="checkbox"/></p> <p>a Deaf person or a person with a disability? yes <input type="checkbox"/> no <input type="checkbox"/></p> <p>aged 18 to 30? yes <input type="checkbox"/> no <input type="checkbox"/></p>	<p>If you are the primary applicant of an ad hoc group or collective:</p> <p>Is the primary purpose of your group, collective or organization to support the work of:</p> <p>Aboriginal artists? yes <input type="checkbox"/> no <input type="checkbox"/></p> <p>Francophone artists? yes <input type="checkbox"/> no <input type="checkbox"/></p> <p>Artists of colour? yes <input type="checkbox"/> no <input type="checkbox"/></p> <p>Deaf artists or artists with disabilities? yes <input type="checkbox"/> no <input type="checkbox"/></p> <p>Artists aged 18 to 30? yes <input type="checkbox"/> no <input type="checkbox"/></p>
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EXHIBITION ASSISTANCE FINAL REPORT

GRANT RECIPIENT INFORMATION			
Recipient name – <u>First</u> and <u>last</u> OR Collective			
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	

EXHIBITION AND GRANT DETAILS

Exhibition location – include name of exhibition venue and city

Exhibition dates	month	day	year
Start Date:			
End Date:			

Date you received the grant (month and year):	
Grant amount received:	\$
Grant was recommended by (name of recommender organization/gallery):	

FINAL REPORT REQUIREMENTS

Written Report

In a few sentences, identify what expenses the grant covered and comment on how the grant assisted you.
Explain how you acknowledged grant support from the OAC.

Proof of exhibition – required whether or not the OAC grant was acknowledged.

Attach a copy of your exhibition invitation. If you did not produce one, attach a copy of any materials or documents used to promote your exhibition to the public, e.g. email notice, webpage, etc. **If you are sending the report in by email, include a scanned image** of the proof of exhibition document.

Financial Summary

Provide a financial report of how you spent the Exhibition Assistance grant. Please do not attach receipts; keep them for your own files.

Presentation materials (including framing)	\$
Equipment	\$
Crating and transportation	\$
Technical/installation assistance	\$
Venue/space rental or fees	\$
Promotional expenses	\$
Other – specify:	\$
TOTAL GRANT RECEIVED	\$

NOTE: Do not include ineligible expenses in your report, e.g. cost of materials and other expenses related to creation of your work, studio rental costs, artist’s travel costs (if not related to performance art or installation of site-specific art work), catalogues, opening hospitality, and photographic or audio-visual documentation of your work.

Optional Additional Information:

Total attendance at your exhibition:	
Do you have any feedback on the Exhibition Assistance program or the application process?	

SIGNATURE

Applicant to whom the grant cheque was made payable.

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

INDIVIDUAL

Must be signed by the applicant, not a representative of the applicant.

Name	Signature	Date

COLLECTIVE

Must be signed by two members of the collective, not an outside representative of the collective.

Name	Signature	Date

Note: The report will not be approved without a signature. If submitting the report by email to finalreport@arts.on.ca, sign the form, scan it and email the PDF.