Scholarship Application Checklist

Before you apply:

- ☐ Read through the Scholarship program guidelines and application preview to understand specific requirements.
- ☐ Watch an information session recording.
- ☐ Make sure you are eligible. See **Who Can Apply** section below.
- ☐ Make sure your program of study is eligible. See **What We Fund** section below.
- ☐ Call the Program Advisor if you need to discuss your eligibility or if you have any questions about the application.
- ☐ **New applicants:** Register in the BC Arts Council online system to access the online application. **Registration requests can take up to 5 business days to process.**
- ☐ Add NoReply@BCArtsCouncil.ca to your safe senders list to ensure you receive approval of your registration request.
- ☐ **For applicants who are D/deaf or have a disability**: Consider applying for Application Assistance which pays for support services for creating and submitting a grant application. Find out more at: BCArtsCouncil.ca/accessibility.
- ☐ Compile the information below before you start your application.
- ☐ Plan to proofread your application before you submit it.
- ☐ Plan to submit your application at least two days before the deadline to avoid any last-minute technological issues.

Update your Personal Profile in the BC Arts Council online grant system:

- ☐ Update your mailing address and other contact information.
- ☐ Complete the Designated Priority Group section (required for funding prioritization).
- ☐ Complete the Voluntary Self-identification section.

What you need for your Scholarship application:

- ☐ An Artist Statement describing your creative process. As part of our commitment to accessibility you may choose to submit a written answer or a verbal or ASL answer. Options are outlined in the application.
- ☐ Information about the program you will be enrolled in during Summer 2024, Fall 2024 or Spring 2025. Be prepared to explain how the program relates to your artistic goals and development.
- ☐ A PDF of your resume or curriculum vitae (CV), up to 2 pages, detailing your educational and training history, awards, achievements, and community involvement as related to your artistic practice. A sample resume can be found on the Scholarship program webpage, under "Resources."
- ☐ Samples of recent artistic work. See the **Appendix: Requirements for your Artistic Samples** in Guidelines for details on the type and number of samples required for your field of practice. Do not submit more than what is required.
- ☐ Description of your artistic samples (use the Inventory Form within the application)

☐ Parent or guardian consent for applicants under the age of 19.

After you submit your application:

☐ Add NoReply@BCArtsCouncil.ca to your safe senders' list. Notification of results will come from this system email in August 2024, approximately 16 weeks after the application deadline.
☐ Keep your mailing address up to date in your online Personal Profile. Grant payments and T4As will be mailed to this address.
☐ Contact the Program Advisor for feedback on the assessment of your application after you have received notification of the results.