



ARE YOU LOOKING FOR FUNDING ?
GET UP TO \$5,000
IN SPONSORSHIPS !

Cree Native Arts & Crafts Association

SPONSORSHIP PROGRAM

APPLICATION GUIDE & PROCEDURE

<https://cnaca.ca/sponsorship/>

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1 Sponsorship Program

The Cree Native Arts & Crafts Association provides sponsorship to all eligible members of the Association. The Sponsorship program is designed to increase opportunities for our members and support their artistic and career development in the arts, including the purchase of supplies and equipment.

1.1 Sponsorship Requests Dates

All applicants must submit by these dates to be eligible. Deadline for submissions are:

Period	Deadline
Spring	April 1st
Summer	July 1st
Fall	October 1st
Winter	February 1st

1.2 Criteria of Eligibility for the application

1. The Applicant must be a member of the CNACA for a minimum of one (1) year prior to the date of the application and have fully paid the applicable membership fees before receiving a grant.
2. The Applicant shall provide his James Bay and Northern Quebec Agreement beneficiary number and a copy of his Indian Status Card with his sponsorship request. If the Indian Status Card is not updated, the applicant shall provide a supporting letter from their local band council attesting their status.
3. If the Applicant is a corporation, organization or association, it shall demonstrate that it is legally constituted pursuant to the applicable laws and by-laws (i.e. provide the letter patent, articles of incorporation, proof of support by the local Chief and Council).

Not a member of CNACA? Join today at <https://cnaca.ca/artists>

1.3 Funding

- The amount awarded shall be of a maximum of five thousand dollars (\$5,000.00) per Project. Funding decision will vary depending on the impact of the project.
- Individuals wishing to organize events, workshops, programs related to arts can apply for sponsorship up to a maximum of one thousand dollars (\$1,000.00). It shall be a one-time sponsorship contribution per year and per organization or association (i.e., moose tanning, snowshoes making, earring workshops, etc.).
- However, larger amounts may be awarded if the Project is far-reaching and if it benefits the Cree Nation of Eeyou Istchee.

1.4 Sponsorship Policy

The latest copy of the **Sponsorship Policy** document is available at <https://cnaca.ca/sponsorship/>

Please download the policy document to view the rules and sponsorship procedures in detail.

2 How to Apply

Applying for sponsorship is easy. Download the application form, fill it out electronically on your computer, phone or tablet, attached the required documents and send it via email to members@cnaca.ca

Alternatively, you may also send your application via mail to:

Cree Native Arts and Crafts Association
c/o- Special Projects and Events Coordinator
205 Opemiska Meskino
Oujé-Bougoumou
Quebec G0W 3C0

The following are steps on how to fill out the application form to ensure that you provide all necessary information in order to process and evaluate your sponsorship application.

2.1 Download Digital PDF application form

The digital PDF form is available at : <https://cnaca.ca/sponsorship/>

Please download the PDF file and save it in your computer or phone.

The form can be filled electronically and saved, so you do not need to print it or hand write your application. You are required to fill the application form completely in order to submit your application.

2.2 Filling out the sponsorship application form

Applicant Information

Applicant must complete the applicant information section. The following are required in order to process your application.

1. Name of Applicant(s)
2. Full address
3. Email
4. Telephone
5. List any collaborators
6. Are you a Cree beneficiary? If yes, please enter your beneficiary number.

CREE NATIVE ARTS AND CRAFTS ASSOCIATION
Sponsorship Application Form

Please fill the form completely and attach all required documents with your application.
Send all applications to members@cnaca.ca.

Clear Form Save Form Print Form

Applicant Information

Name of Applicant(s) (Please list names of all applicants if applicable. If business, please fill out business section below)

Address (Full address including postal code)

Email

Telephone

Are there any collaborators involved ?
 Yes No (If yes, please list all collaborators)

Are you a Cree beneficiary? Yes No
If yes, please enter your beneficiary number:

Business Information

If you are a business, you are required to fill out the business information section. Non-business applicants can skip this section.

1. Business Operating Name
2. Business Email
3. Type of Business (choose one)
4. Business Address
5. Business Telephone & Fax

Business Operating Name <small>(Only fill this section if you are a business)</small> <input type="text"/> Business Email <input type="text"/>	Type of Business <input type="checkbox"/> Corporation <input type="checkbox"/> Non-Profit <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Co-Op <input type="checkbox"/> Other (specify) <input type="text"/>
Business Address <small>(Full address including postal code)</small> <input type="text"/>	Business Telephone <input type="text"/> Ext <input type="text"/> Business Fax Number <input type="text"/>

Social Media & Website

If you have a social media page or a website, list them here.

Social Media & Website	Website <input type="text"/>	YouTube <input type="text"/>
Facebook <input type="text"/>	Instagram <input type="text"/>	Twitter <input type="text"/>

Previous Funding

If you have received funding from the Cree Native Arts and Crafts Association before, fill out all questions.

1. Previous Project Name
2. Amount Received
3. Date of funding

If you have not received any funding from us before, you may skip this section.

Have you received sponsorship from Cree Native Arts & Crafts Association before ? <input type="checkbox"/> Yes <input type="checkbox"/> No		
<small>If yes, please provide the following information :</small>		
Project name <input type="text"/>	Amount received <input type="text"/>	Date <input type="text"/>

Project Description (Project Art Sector)

Check all that apply. You can select more than one category or discipline. If your discipline is not listed, please tick “other” and describe the art category your project falls under.

Project Description

Project Art Sector (Check all that apply)

Visual Arts	Performing Arts	Traditional & Contemporary	Multidisciplinary Arts
<input type="checkbox"/> Architecture	<input type="checkbox"/> Circus	<input type="checkbox"/> Bead-work	<input type="checkbox"/> Cinema
<input type="checkbox"/> Sculptor	<input type="checkbox"/> Dance	<input type="checkbox"/> Printmaking	<input type="checkbox"/> Literature
<input type="checkbox"/> Painting	<input type="checkbox"/> Music	<input type="checkbox"/> Sleds	<input type="checkbox"/> Multimedia
<input type="checkbox"/> Photography	<input type="checkbox"/> Opera	<input type="checkbox"/> Snowshoes	<input type="checkbox"/> Storytelling
<input type="checkbox"/> Plastic Art	<input type="checkbox"/> Theatre	<input type="checkbox"/> Tamarack	<input type="checkbox"/> Video
<input type="checkbox"/> Other (specify)	<input type="checkbox"/> Other (specify)	<input type="checkbox"/> Traditional Knowledge Object	<input type="checkbox"/> Other (specify)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Description of the Project

Provide a brief summary and description of the project. The description should include purpose of the project, objectives and expected results.

Description of the Project

(Purpose, Objective and Expected Results)

Additional Description (Cultural & Community Benefits)

Describe how your project will promote Cree culture or benefit Cree communities.

<p>Demonstrate how this project will promote Cree culture or benefit Cree Communities</p> <div style="background-color: #e6f2ff; height: 150px;"></div>
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Project Timeline

Provide expected timeline for the project. Enter anticipated start and end dates.

Timeline for completion of project	Start Date	<input type="text"/>	End Date	<input type="text"/>
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Project Budget

Please include all applicable financial information in the table provided. This section requires you to enter all anticipated budget which will be necessary for the completion of the project.

The amount awarded will be 20% of the amount requested and will not exceed the maximum amounts indicated in chapter 1.4.

If your budget does not fit in the table provided, you are requested to attach all budget and financial information in a separate document along with this form.

Example Budget

Budget Information			
Anticipated Project Costs and Financing			
Please include all applicable financial information in the table below. <i>Alternatively, if there is not enough space in the table below, you may attach your complete budget as a separate document along with this application.</i>			
COSTS (List all items and amounts)	AMOUNT	FINANCING	AMOUNT
Recording Studio	\$ 4,000	Applicant's Contribution	\$ 2,000
Mastering & Mix	\$ 3,000	Amount requested from CNACA	\$ 2,000
Marketing & Artwork	\$ 1,500	Government Assistance	\$ 1,000
Travel & Lodging	\$ 1,500	Commercial Funding	\$ 2,000
Equipment Rental	\$ 1,500	Other (specify)	\$ 4,500
		Youth Council - \$2,000	
		Local Committee - \$2,500	
TOTAL PROJECT COSTS	\$ 11,500	TOTAL PROJECT FINANCING	\$ 11,500

Steps taken to obtain funding from other sources

Provide the steps you have taken to obtain funding from other sources.

Steps taken to obtain funding from other sources

Funding Sources

List all contact information and amount requested from your other funding sources.

Information on Funding Sources <small>Please list and provide information on your funding sources.</small>			
Organization	Band Office	Telephone	(555) 555-5555
Contact Person	John Surrea	Amount	\$ 2,000
Organization		Telephone	
Contact Person		Amount	
Organization		Telephone	
Contact Person		Amount	
Organization		Telephone	
Contact Person		Amount	

Required Documents

Required Documents

Please ensure that all required documents are attached.

- | | |
|---|---|
| <input type="checkbox"/> Resume(s) of applicant(s) | <input type="checkbox"/> CNACA membership application (if applicable) |
| <input type="checkbox"/> Copy of Indian Status Card | <input type="checkbox"/> Project Budget and related documents (if applicable) |
| <input type="checkbox"/> Proof of other funding | <input type="checkbox"/> Photos and other relevant documents (if applicable) |

If documents are missing, your application could be delayed or refused. Please ensure that you attach all required documents as listed above. You may also attach additional documents if applicable.

Signature

Enter your name and date of application in the box provided. This box acts as a signature box and you hereby signify that all information is true and correct to the best of your knowledge. Knowingly providing false or misleading information on this document could lead to the revocation of sponsorship.

Signature

By printing your name below, you hereby signify that all information is true and correct to the best of your knowledge. Knowingly providing false or misleading information on this document could lead to the revocation of sponsorship.

Name Date

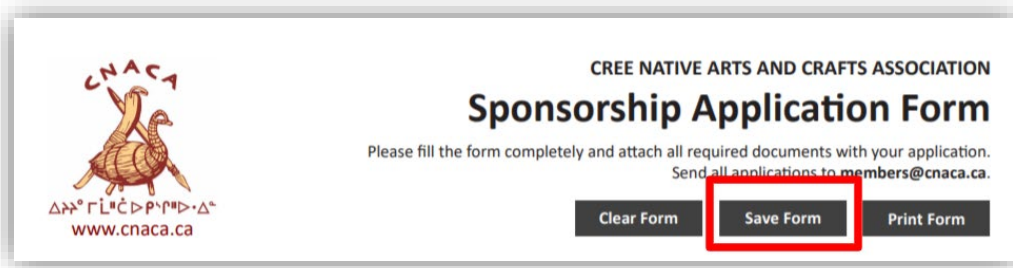
2.3 Saving & Printing the Form

Once you have filled out the application form, you can save it in your computer or device by clicking on the **Save Button** at the top of the form.

Clear Form – Resets the entire form and erases all information.

Save Form – Save the form in your computer or device. You can also rename the file.

Print Form – You can print the form once you fill it out for your records.



3 Submitting your Sponsorship Application

The easiest way to submit your application is through email. Attach the application form along with all required documents and email it to members@cnaca.

Please contact the following if you require any help or have some questions about our sponsorship program.

Adrienne Shecapio

Special Projects and Events Coordinator

Phone: 418-745-2444

Fax: 418-745-2324

Our Mailing Address:

Cree Native Arts & Crafts Association

205 Opemiska Meskino, Ouje-Bougoumou, QC G0W 3C0

Telephone: (418) 745-2324 Ext 3226

Fax: (418) 745-2324

Email: communications@cnaca.ca

Website: www.cnaca.ca



Not a member of Cree Arts & Crafts Association?

Join today at <https://cnaca.ca/artists>
