**ARTS LEADERSHIP RESIDENCY FUNDING**

**2025 APPLICATION TEMPLATE**

You are welcome to complete your grant writing in this template and then copy/paste your answers into the online form. **Applications must be submitted via Reviewr:** [**https://my.reviewr.com/s2/site/rozsa\_foundation**](https://my.reviewr.com/s2/site/rozsa_foundation)**.**

All questions are required until indicated as optional.

**SECTION 1: TELL US ABOUT THE HOST ORGANIZATION**

Organization Name:

Organization Mailing Address:

Organization Phone Number:

Organization Website:

Organization Mandate:

Charitable Registration Number:

Artistic Discipline:

Annual Revenue on last CRA filing:

Primary Contact at Host Organization

Primary Contact Name:

Primary Contact Email:

Primary Contact Phone Number:

Primary Contact Job Title:

Resident Contact Information

Resident Name:

Resident Email:

Resident Phone Number:

Resident Job Title:

Board Chair/President

Board Chair/President Name:

Board Chair/President Email:

Board Chair/President Phone Number:

Board Chair/President Position Title:

**SECTION 2: RESIDENCY INFORMATION**

NOTE: Please ensure you have read the Arts Leadership Residency Funding Guidelines. We recommend that you review the assessment statements to ensure that your application speaks to each consideration.

Amount of funding being requested ($20K):

The organization understands that the total funding amount for this program is $20,000, and that any Mandatory Employment Related Expenses (MERCs), such as CPP and EI, must be paid by the organization.

CHECK BOX: YES

If approved, the organization agrees to send the Rozsa Foundation a copy of the Resident’s signed employment agreement as part of the funding agreement.

CHECK BOX: YES

Residency Overview

Please provide a summary of the details for the Arts Leadership Residency you are applying to undertake, including the name of the Resident and Mentor, length of Residency (6 months or 1 year), etc. Ex: *Jane Wick will complete a 12-month leadership residency at The Continental Theatre with mentorship from Marcus.*

Max. 50 words.

Resident Statement

We ask the Resident to respond to the following as part of the application:

* Please tell us about your long-term career goals at a high level and why you are drawn to this specific mentor and/or Host Organization.
* Tell us about your existing and desired skill sets in relation to your career goals.
* Tell us why you believe the Host Organization is the right fit to support the realization of your goals and skill development.

Resident Bio

Please share a brief professional bio that tells us about your experience working in the arts.

*Max. 250 words.*

Mentor and Host Organization Statement and Bio

We ask the Mentor(s) and Host Organization to respond to the following as part of the application:

* Please tell us about what draws you to the Resident. What potential do you see in their continued contributions to the sector?
* Tell us why you believe the residency would be of value to the Resident
* Tell us about you and/or your organization’s experience with mentorship, learning and professional development opportunities
* Tell us how the residency will contribute to the internal capacity, learning, and resiliency of the organization

Mentor Bio

Please share a brief bio of the primary Mentor(s) / trainers (s) / supervisor(s).

*Max. 250 words per person.*

Anticipated Start Date (MM-DD-YYYY):

Anticipated End Date (MM-DD-YYYY):

Residency Plan

In this section, please share your co-developed residency work plan with us.

* The workplan should demonstrate the activities and leadership that the Resident will undertake to close the gap between their existing and desired skill set.
* Tell us about any opportunities for external professional development relevant to the Resident’s goals.
* This section should include a proposed timeline and workload overview.
* If the proposed Residency will be remote in nature (for example the organization is based in Toronto and the Resident will be working from Calgary), please share your plans to ensure the Resident will be integrated into the organization’s operations in a meaningful way.
* Tell us how the organization will ensure the safety and respect of the Resident and what infrastructure exists in support of this.

Evaluation and Reflection

Please share the tools, practices, indicators, and/or measures that the Resident and Host Organization will use to evaluate and reflect on the progress and effectiveness of the residency in supporting the Resident’s learning goals.

EDIA

The Rozsa Foundation is committed to working towards an equitable and anti-racist arts sector, both through our own organizational practices and through the work and organizations we support. What is the role of EDIA (Equity, Diversity, Inclusion, & Accessibility) work within your organizational priorities? Where did you start with this work and where are you going? What training has your board and/or staff undertaken and how has that manifested in your organization? Are there specific examples of work your organization has done to date to advance equity and anti-racism in your operations and practices?

Max. 1500 characters.

Additional Comments (optional)

Is there anything else you would like to share with us about any part of your project or application?

**SECTION 4:** **SUPPORT MATERIAL**

Mandatory Support Material

1. Project Budget – you must use the Rozsa Foundation budget template found on our website. All budgets should balance to $0.00.
2. Resident’s resume.
3. Host Organization Financial Statements

Additional Support Material (optional)

You are welcome to upload up to two (2) additional files that you feel support your application.