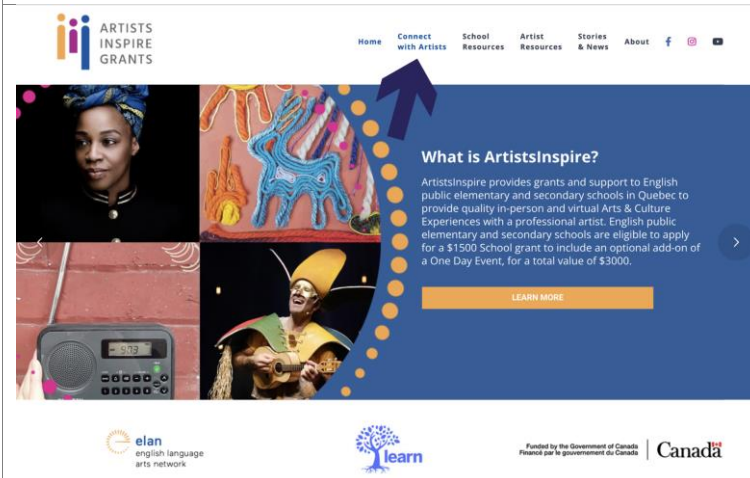


# School Application Process – NEW 2025

This pdf will take you through the new process of selecting and connecting with an artist and applying for an ArtistsInspire School Grant. Here are the steps to applying for a grant:

## Step 1: Navigate to our updated Artist Catalogue



Navigate to the website and access the Artists Catalogue through the **'Connect With Artists'** button in the menu or,

### CONNECT WITH ARTISTS

ELAN's ArtEd Team would love to speak with you about how connecting with the Arts & Artists can make a difference for children, families and communities!

Please note that our team currently operates on a part-time basis. While we are fully committed to supporting your project, we ask that you anticipate a response time of 7-10 working days for all general inquiries. If your project is highly time-sensitive to these parameters, please contact us directly via email so we can assess the feasibility of your application.

Contact us to explore your interests and get recommendations from artists who would connect with your needs.

[ARTIST PROFILES](#)

[CONTACT US](#)

"Our Cycle 3 students had the privilege of having artist, Mary Williamson work with them to brainstorm ideas for their upcoming storytelling festival. Her strategies were a fantastic stepping stone that allowed the students to begin their own stories with more comfort and confidence."



Photo: Athanasios Papamichailos

By clicking on the **'Artist Profiles'** button. They both take you to the same page, the **Artist Profiles**.

### Connect with Artists

Connect • Collaborate • Create • Celebrate

### Artist Profiles

What kinds of arts & culture experiences would inspire students in your schools? Lifelong learners in your communities?

Artistspire profiles feature over one hundred talented and diverse Quebec Artists who have experience facilitating high quality Arts & Culture experiences in English schools and communities. The ArtEd Team is available to support Educators and program organizers to Connect with Artists. Complete our [Contact form](#) to explore your interests!



The Workshop Catalogue is intended to be a guide to help understand what is possible during an Artistspire Grants project.

[2024-2025 WORKSHOP CATALOGUE](#)

### Search

Artist Name

Search by artist name



The **Artist Profiles** page showcases our artists and gives you details like their contact information, websites and social media as well as providing you with options to search for artists, such as the grades they work with or themes of their workshops.

## Step 2: Search for artists

### Search

Artist Name

Include only Artists who can facilitate virtual creative experiences



Discipline



Experience working with



Include only Artists in the Quebec Culture in the Schools Repertoire



Include only Artists with CHSSN Mental Health Initiative training for:

Youth



Children & Pre-teens



Older adults



All artists with CHSSN Mental Health Initiative training



Resides in



SEARCH ARTIST

Here is a closer look at the Search functions.

You can search for artists using the filters or their profile cards, and once you have found the artist who you'd like to connect with, you click on their profile.

# Ivanie Aubin-Malo

## DANCE

Specialities: Historical Perspectives, Nature-focused art



Qey! My name is Ivanie Aubin-Malo and I am a Wolastoq and Québécoise dancer. I like to engage with students of all ages and inform them about my reality as a Wolastoq (First Nation) through movement and embodied storytelling. I bring my music and turn a classroom into a dance studio, unless the gym is available. By the end of the workshop, the students learned few steps of the fancy shawi dance (powwow dance) and are happy to show their gratitude by saying thank you in wolastoqey. Woliwon!



### CONTACT INFO

Please note that you must communicate with the artist to confirm details such as dates, levels or grades and workshop themes.

Apply!

Email address

This will take you to the profile page of the artist, where you can find out more about them and their work.

## NEW FOR 2025:

You can now apply for the grant directly from the profile page of the artist, which links their page to your grant application. This replaces the previous membership portal and removes the email passwords issues that used to plague school administrators and our team. Get your details and information ready and click **'Apply!'**

***Please note that you must communicate with the artist to confirm details such as dates, levels or grades and workshop themes. Once you have these details, you will be able to complete the form without having to resubmit it.***

## Step 3: Fill out the School Application Form

**School Application Form**

Applications are open for 2025-26! Apply now for your school's ArtistsInspire School Grant for Interactive Arts & Culture Experiences. Grants are available while funds last. Please note that our team currently operates on a **part-time basis**. While we are fully committed to supporting your project, we ask that you anticipate a response time of 7-10 working days for all general inquiries. If your project is highly time-sensitive to these parameters, please contact us directly via email so we can assess the feasibility of your application.

For the 2025-26 school year, the deadline to apply is January 16, 2026. All projects must be completed by the end of the school year. It is a good idea to apply for projects at least a month before the start date for the project. This will give you ample time to go through the workshop details, the grant documentation, and to work out any other details with your chosen artist.

Please fill out this form to the best of your knowledge. It is fine if some items need to change, such as the dates worked or the number of students who attended, we understand that these things happen. You can work out these details with the artist and when you fill in the feedback form, you can update the final details of the grant. You can anticipate around one month of

When you submit this form, it will not automatically collect your details like name and email address unless you provide it yourself.

\* Required

**School Information**

**1**

**School Code (Code d'organisme)**

Please enter your school's 6-digit Code d'organisme. If you don't know your school's code, you can search for it here: [https://artistsinspire.ca/aig\\_schoolcodes\\_20251021\\_v1/](https://artistsinspire.ca/aig_schoolcodes_20251021_v1/)

Please enter at most 6 characters

The **'Apply'** button brings you to the **'School Application Form.'**

## NEW FOR 2025:

**Please note** that you must communicate with the artist to confirm details such as dates, levels or grades and workshop themes. Once you have these details, you will be able to complete the form without having to resubmit it.

### Step 4: Find your School Code (Code d'organisme)

Québec GDUNO

Accueil Recherche Recherche avancée

Recherche Cliquez un filtre (d'application) Créer un rapport personnalisé

Recherche d'un organisme 6 octobre 2025 14:00

Recherche avancée Recherche par priorité Recherche par nom Recherche par municipalité Recherche de centre de services sociaux / commission scolaire

Ce formulaire lui des critères à pour sans téléchargement de la page

L'ensemble des critères sont optionnels. Pour rechercher un organisme scolaire, sélectionnez les critères de recherche qui vous intéressent, puis cliquez sur le bouton « Rechercher ».

Critères de recherche.

Nom d'organisme: high school

Code postal: Rayon de la recherche: Critères additionnels... Données observationnelles et code d'organisme

Ordre d'enseignement d'apprentissage: Éducation préscolaire, enseignement primaire et secondaire

Enseignement dispensé

Préscolaire

Primaire

Secondaire général (jeunes)

Critères additionnels... Ordre d'enseignement

Réseau d'enseignement

Niveau d'enseignement:

Langue d'enseignement:

Autres critères... Éducation préscolaire, enseignement primaire et secondaire

Rechercher Effacer Imprimer les critères

You will need to enter your school's 6-digit Code d'organisme. If you don't know your schools code, you can search for it on this website (in French only):

<https://prod.education.gouv.qc.ca/gdunojrecherche/rechercheOrganisme.do?methode=rechercheBase&typeRecherche=base>

Or you can find it with this pdf:

[https://artistsinspire.ca/aig\\_schoolcodes\\_20251021\\_v1/](https://artistsinspire.ca/aig_schoolcodes_20251021_v1/)

or

Search through the list of schools to find your school, then copy the school code.

### Code d'organisme for English Language Schools

Use Ctrl-F to search for your school's code! If you are unable to locate your school in this list or the information associated with your school is inaccurate, please contact [artistsinspire@quebec-elan.org](mailto:artistsinspire@quebec-elan.org). You may also search for your school's code using the [GDNUO Search Tool](#).

School Name	Code	School Board	Administrative Region
Ajagudak School	769030	Katvik SB	Nord-du-Québec
Alexander Galt Regional High School	883022	Eastern Townships SB	Estrie
Allion Elementary School	888002	Lester B. Pearson SB	Montréal
Arsanq School	769070	Katvik SB	Nord-du-Québec
Arundel Elementary School	885151	Sir Wilfrid Laurier SB	Laurentides
Asbestos-Danville-Shipton Elementary School	883001	Eastern Townships SB	Estrie
Asimaitag School	769140	Katvik SB	Nord-du-Québec
Ayer's Cliff Elementary School	883002	Eastern Townships SB	Estrie
Badabin Eeyou School	759007	Cree SB	Nord-du-Québec
Baie-Comeau High School (K-11)	882019	Eastern Shores SB	Côte-Nord
Bancroft Elementary School	887001	English Montreal SB	Montréal
Beacon Hill Elementary School	888013	Lester B. Pearson SB	Montréal
Beaconsfield High School	888051	Lester B. Pearson SB	Montréal
Beechwood Public School	888004	Lester B. Pearson SB	Montréal
Belle Anse Elementary School	882001	Eastern Shores SB	Gaspésie - Îles-de-la-Madeleine
Bearling Academy	888069	Lester B. Pearson SB	Montréal
Birchwood Elementary School	888050	Lester B. Pearson SB	Montréal
Boucherville Elementary School	884012	Riverside SB	Montréal
Buckingham Elementary School	886011	Western Quebec SB	Outaouais
Butler Elementary School	883003	Eastern Townships SB	Montréal

### École secondaire de New Carlisle

- Immeuble : [Centre Jeunesse Gaspésie et Les Îles \(Entente avec le ministère\)](#)
- Immeuble : [La Balise \(Entente avec le ministère\)](#)
- Immeuble : [New-Carlisle High School](#)
- Immeuble : [Vigie \(Entente avec le ministère\)](#)

**Adresse**  
177, boulevard Gérard-D.-Lévesque  
New Carlisle (Québec) G0C 1Z0

**Téléphone :** 418 752-3316

**Télécopieur :** 418 752-2130

**Site Web :**

**Courriel :** [nchs.admin@essb.qc.ca](mailto:nchs.admin@essb.qc.ca)

**Type de formation :** Générale

**Réseau d'enseignement :** Public

**Enseignement dispensé :** Préscolaire, Primaire, Secondaire

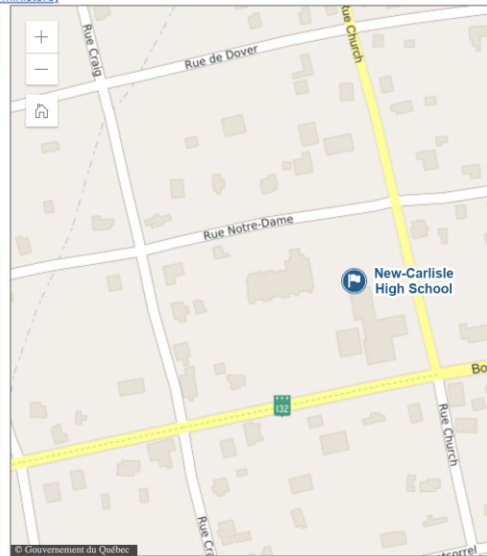
**Région administrative :** Gaspésie-Îles-de-la-Madeleine

**Langue d'enseignement :** Anglais

**Code d'organisme :** 882002

**Organisme Responsable :** [Commission scolaire Eastern Shores](#)

**Directeur :** Shea McGuinness



Vous pouvez également consulter la Carte Interactive des réseaux d'enseignement du Québec.

On the website version, the **School Code (Code d'organisme)** is the 6-digit code in the column on the left side of the map.

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Please fill out this form to the best of your knowledge. It is fine if some items need to change, such as the dates worked or the number of students who attended, we understand that these things happen. You can work out these details with the artist and when you fill in the feedback form, you can update the final details of the grant. You can anticipate around one month of

When you submit this form, it will not automatically collect your details like name and email address unless you provide it yourself.

\* Required

**School Information**

**1**

**School Code (Code d'organisme) \***

Please enter your school's 6-digit Code d'organisme. If you don't know your school's code, you can search for it here: [https://artistsinspire.ca/sig\\_schoolcodes\\_20251021\\_v1/](https://artistsinspire.ca/sig_schoolcodes_20251021_v1/)

Please enter at most 6 characters

Copy the code and return to the form and paste it into the answer field for Question 1.

**2**

**Main Contact Name \***

Enter your answer

**3**

**Main Contact Email \***

Please enter an email

**4**

**Principal Name \***

Enter your answer

**5**

**Principal Email \***

Please enter an email

**Next**

Page 1 of 5

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Add your contact details and the contact details of your school principal.

## Step 5: Question 4: Selected artist

**School Application Form**

\* Required

**Artist & Experience Details**

Here are the key requirements for an artist in the Artists Inspire program:

- Work with a minimum of two separate classes;
- Conduct at least two live workshop sessions for each class;
- Spend a minimum of two hours total with the same group of students, over a minimum of two days;
- Facilitate between 6 and 10 hours of live workshops in total (in-person or virtually).

*Note: In exceptional cases, an artist may be approved to work with just one class.*

**6**

**Selected artist**

\* *Note: do not modify this field! If this field is empty, please use the Artist Catalogue to connect with an artist by clicking on the "Apply" button in the artist's profile: <https://artistsinspire.ca/artists/>*

BOB1 Ivanie Aubin-Malo

**7**

**What is the project format? \***

In-Person

Virtual

Hybrid

*Note: do not modify this field! If this field is empty, please use the Artist Catalogue to connect with an artist by clicking on the "Apply" button in the artist's profile: <https://artistsinspire.ca/artists/>*

## NEW FOR 2025:

**Please note** that the button from the artists' profiles will auto-populate information into the form, saving you trouble and reducing errors.

### Step 6: Select the format of the event.

**School Application Form**

\* Required

**Artist & Experience Details**

Here are the key requirements for an artist in the Artists Inspire program:

1. Work with a minimum of two separate classes;
2. Conduct at least two live workshop sessions for each class;
3. Spend a minimum of two hours total with the same group of students, over a minimum of two days;
4. Facilitate between 6 and 10 hours of live workshops in total (in-person or virtually).

*Note: In exceptional cases, an artist may be approved to work with just one class.*

**Selected artist**

\* *Note: do not modify this field! If this field is empty, please use the Artist Catalogue to connect with an artist by clicking on the "Apply" button in the artist's profile: <https://artistsinspire.ca/artists/>*

BOB1 Ivanie Aubin-Malo

**What is the project format? \***

In-Person

Virtual

Hybrid

Select the project format from:

- *In-Person*
- *Virtual*
- *Hybrid*

### Step 7: Select the type of event and describe it.

School Application Form

\* Required

**Project Hours & Structure**

**Workshop Grant (minimum requirements)**

- 2+ classes.
- Each class: 2 x 1-hour sessions.
- 6-10 hours total, over at least 2 separate days.

**One Day Event (minimum requirements)**

- 2 x 45-minute performances + 15-minute Artist Talks.
- One Day Event must be on a different day than workshops.
- Represents a full day of work by the Artist.
- Same Artist as Workshops.

**10**

**Program type \***

Workshop

Workshop AND One-day Event

**11**

Please give us a one-line description of what you are planning for your **Workshops** and a one-line description of what you are planning for the **One-Day Events** (if you have selected both options.) \*

Enter your answer

Remember that the workshops are more in-class, for a smaller group of students than the one-day events. The one-day events are for a larger group of students and have more of a performance aspect, rather than a workshop aspect.

Select your choice of either the

- **Workshop**

Or the

- **Workshop AND One-day Event**

Then describe what you will be doing. This description allows us to verify if you are doing the eligible activities for each option. If you are not offering eligible activities, then your grant application may not be eligible and will be declined.

## Step 7: Question 9: Budget and Add-Ons

School Application Form

Required

**Budget & Add-Ons**

12

**Do you need to purchase materials for this project?**

Artists may purchase materials and can invoice and be reimbursed for up to **\$300** from the **\$1,500** School Grant and up to another **\$300** for the one-day event add-on. Purchased materials become the property of the school.

Yes  
 No

[Back](#) [Next](#)

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Select if you need resources and materials.

## Step 8: Question 10: Final Agreements







School Application Form

Required

**Final Agreement**

13

**Please confirm all the following statements are true:**

Please select 4 options.

I have communicated with the artist and confirmed all project details.  
 I have read and accept the terms in the School Guide for Artist Fees/Expenses: <https://artistsinspire.ca/wp-content/uploads/2025/09/2024-2028-Artist-Inspire-Grants-Guidelines-to-Eligible-Expenses-2025.pdf>  
 I understand payment will be issued directly to the artist by LEARN once we complete the final feedback form.  
 I understand I will give feedback on the event and upload pictures, videos and other media.

You can print a copy of your answer after you submit

[Back](#) [Submit](#)

Page 5 of 5

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Confirm all the required tickboxes and once the form has been filled in completely, click on the **'Submit'** button.



## Your response was submitted.

Important thing you can do next

[Save my response](#)

[Submit another response](#)

You will receive a positive response if everything has submitted correctly