



Canada Magazine Fund (CMF) Support for Arts and Literary Magazines (SALM) Application Form 2009-2010

Read the SALM *Applicant's Guide* thoroughly before completing this application form.
For assistance, call toll free 1-888-357-3116. **Deadline for filing applications: April 15, 2009.**
If this date falls on a weekend or statutory holiday, the deadline moves to the next business day.

A. Applicant identification (please print)

A1. Full legal name of the publisher that owns the magazine		A2. Date and place of incorporation (or registration, if applicable)		
Scope of organization's activities <input type="checkbox"/> Local <input type="checkbox"/> Municipal <input type="checkbox"/> Provincial/Territorial <input type="checkbox"/> Regional <input type="checkbox"/> National <input type="checkbox"/> International				
LEGAL STATUS				
Incorporated → <input type="checkbox"/> Yes <input type="checkbox"/> Federal Corporate registration No. _____		<input type="checkbox"/> In process ↓ Date applied _____		
<input type="checkbox"/> No <input type="checkbox"/> Provincial/Territorial				
A3. Name of publisher or person accountable for any possible funding (indicate title if other than publisher)				
<input type="checkbox"/> Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Ms. <input type="checkbox"/> Other (specify) _____		A4. Preferred language of communication <input type="checkbox"/> English <input type="checkbox"/> French		
A5. Mailing address				
Apt./Suite	Street	City	Province/Territory	Postal code
Telephone No. ()	ext.	Facsimile No. ()	E-mail address	
Web site address				

B. Contact person for this application (person who will respond to queries from the CMF) (please print)

Name		Title		
<input type="checkbox"/> Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Ms. <input type="checkbox"/> Other (specify) _____		Preferred language of communication <input type="checkbox"/> English <input type="checkbox"/> French		
Work telephone No. ()	ext.	Facsimile No. ()	E-mail address	

C. Magazine information

Title of magazine for which you are applying	ISSN	Date the magazine was founded (year) (month)
C1. General		
a) Is the magazine still being published at the time of application? <input type="checkbox"/> Yes <input type="checkbox"/> No	g) Is the magazine distributed to Canadians from any location outside Canada? <input type="checkbox"/> Yes <input type="checkbox"/> No	
b) Is the magazine edited in Canada by persons resident in Canada? <input type="checkbox"/> Yes <input type="checkbox"/> No	h) Is the editorial content of any issues of the magazine primarily reproduced or repeated from current or previous issues of the same publication or of other publications? <input type="checkbox"/> Yes <input type="checkbox"/> No	
c) Is the magazine designed and assembled in Canada? <input type="checkbox"/> Yes <input type="checkbox"/> No	i) Is the magazine produced or published by a non-Canadian entity under contract on behalf of a Canadian client or produced or published under contract by a Canadian entity for a non-Canadian client? <input type="checkbox"/> Yes <input type="checkbox"/> No	
d) Is the magazine printed in Canada? <input type="checkbox"/> Yes <input type="checkbox"/> No	j) Has the magazine completed a full twelve (12) month publishing cycle prior to application? <input type="checkbox"/> Yes <input type="checkbox"/> No	
e) Is the magazine published in Canada? <input type="checkbox"/> Yes <input type="checkbox"/> No		
f) Is the magazine a printed publication that appears in consecutively numbered or dated issues published under a common title, at regular intervals, not more than once every week, and at least twice every year? <input type="checkbox"/> Yes <input type="checkbox"/> No		

C2. Place of publication (where main publishing activities are performed)	
City	Province/Territory
C3. Has this magazine applied to the CMF before? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, indicate the date of your last application and to which component:	
Date (year/month)	Component

D. Content information

D1. Editorial content is considered **non-Canadian** (foreign) if the creator of the text, photograph, graphic or illustration is non-Canadian or if their origin cannot be established. For example, texts and images obtained from Internet sites or CDs where creators are often unknown or unidentified are considered, for the purposes of the CMF, non-Canadian editorial content and must be treated as such in the page count.

	C (Canadian)	F (Foreign)	A (Advertising)	N (Non-revenue)	(C + F + A + N)
Page count	Pages of editorial content (Canadian)	Pages of editorial content (non-Canadian)	Pages of advertising content	Non-revenue pages	Total pages published
Regular issues					
Special issues					
Total					

D2. Calculation of percentages

Percentage of Canadian editorial content =

$$C \div (C + F) \times 100 = \text{_____} \%$$

Percentage of advertising content =

$$A \div (C + F + A + N) \times 100 = \text{_____} \%$$

E. Staffing information

Please indicate how many employees, outside professionals, freelancers, volunteers and unpaid staff worked for the magazine during the previous fiscal year stated in the publisher's application to the Canada Council for the Arts (CCA).

	TOTAL	
Full time employees	<input type="text"/>	+ Part time employees <input type="text"/> = <input type="text"/>
Volunteers and unpaid employees		= <input type="text"/>
Outside professionals and freelancers		= <input type="text"/>

F. Eligible expenses

Eligible expenses (**print version of magazine only, without in-kind contribution**) including pre-press expenses must be directly attributable to the Canadian editorial content created by **Canadian citizens or permanent residents**. If applicable, subtract any expenses related to ineligible content and report the eligible portion only. **Please consult the definitions in the Applicant's Guide.**

		Cost in \$ (without in-kind)	Expense line(s) in financial statements
Editorial	Editorial salaries and fees	A \$	
	Writers' fees	B \$	
	Art and photo fees	C \$	
Production	Pre-press	D \$	
	Printing and binding	E \$	
Publisher's salary	Portion of the salary representing the time spent on the creation of Canadian editorial content and magazine production (<i>If not included in the editorial expenses</i>)	F \$	
Sub-total (A+B+C+D+E+F) =		\$	
Other eligible expenses	The CMF will allow all applicants to claim 15% of their total editorial and production costs for other eligible expenses such as the cost and fees related to professional development, research, and travel.		
Sub-total x 15% =		G \$	
TOTAL (Sub-total + G)		\$	

G. Report on the use of financial assistance

This report is not required at the time of application. However, all SALM recipients who will receive funding for their magazine in 2009-2010, must complete and submit a report on the use of financial assistance by June 30, 2010. Publishers must complete this report in as much detail as possible, using the template that will be provided to them. This report must be signed by the publisher of the magazine. Please note that a completed example will be posted on the CMF Web site at: www.canadianheritage.gc.ca/cmf.

H. Ownership and control

Who holds the exclusive right to produce and publish this magazine? (Please check one box only)

- a) a Canadian citizen;
- b) a permanent resident within the meaning of the *Immigration and Refugee Protection Act*;
- c) a Canadian corporation as defined in the *Applicant's Guide*;
- d) a partnership, trust or joint venture in which a person or any combination of persons referred to in a), b) or c) beneficially owns and controls, directly or indirectly, interests representing in value at least 51% of the total value of the assets of the partnership, trust or joint venture, as the case may be, and of which the president or other presiding officer, and more than half of the directors or other similar officers are persons referred to in a) or b) above;
- e) a not-for-profit organization in which at least 51% of its members and directors are persons referred to in a) or b) above.

Provide information in each section that applies to your firm or organization
(Use additional pages if required.)

1. Owners, shareholders, partners or members information

Name	Address	Citizenship	% of voting shares or position held

2. Board of directors information N/A

Name	Address	Citizenship	Position held

3. Senior management information: publisher, editor, circulation manager, sales manager

Name	Address	Citizenship	Position held

4. Is the applicant controlled by a person/persons or entity/entities other than a Canadian, in any manner that results in control in fact, whether directly (through ownership of securities) or indirectly (through a trust, an agreement, an arrangement or otherwise)?
- Yes No

I. Warranties and agreements (to be completed by the applicant)

I, the undersigned Support for Arts and Literary Magazines (SALM) applicant:

1. attest that I have read the SALM *Applicant's Guide* and I agree to comply with the conditions and terms set forth therein;
2. consent to the disclosure by the Canada Council for the Arts of this magazine's data and information submitted in my CCA application to the Department of Canadian Heritage for their use in determining eligibility to the Program;
3. affirm that the information in this application and the attached documents is accurate and complete; I understand that I will reimburse all the amounts paid by the Department through SALM if it is demonstrated that false information was submitted in this application and may be declared ineligible for SALM funding for the two following years;
4. agree to submit a copy of all relevant agreements and contracts, as well as all information and additional documents that could help the Department of Canadian Heritage determine the ownership and control of the applicant's business and/or magazine;
5. agree and allow the Department of Canadian Heritage, its agents or contractors access to the applicant's books, records and files to confirm or have confirmed the accuracy of the statements made, the information provided in this application or the intended use of the contributions provided, and undertake to reimburse any amount shown by an audit to have been paid in excess or to which the applicant had no claim under the terms of SALM;
6. recognize that no member of the House of Commons shall be admitted to any share or any benefit arising from any funds received under the CMF;
7. agree to acknowledge the financial support of the Government of Canada as prescribed in the *Applicant's Guide* and the contribution agreement;
8. guarantee that at the time of filling out this application, the publishing firm is neither in default nor in arrears in the payment of royalties due to authors or their representatives under the terms of agreements signed with them;
9. understand that the information provided in this application might be accessible under the *Access to Information Act*. The publishing firm also agrees to respect the spirit and intent of the *Official Languages Act* and the legislator's intention with regard to services to the public for activities intended for members of the public from the two official language communities;
10. consent to the disclosure to Statistics Canada and to provincial and territorial agencies with agreements with Statistics Canada, the statistical data submitted to the Department of Canadian Heritage. The data are kept confidential by these agencies and used for statistical purposes only; and
11. attest that all information provided in this form regarding the CMF ownership and control requirements is true.

Signature of authorized officer (*same signatory as in A3*)

Signature of witness

Name of authorized officer (*please print*)

Name of witness (*please print*)

Title of authorized officer (*please print*)

Title of witness (*please print*)

Date