



# Business Policies and Program Updates 2020-2021

[Click here to access the 2020-2021 Standard Terms and Business Policies Handbook.](#)

## COVID-19 Related Program Changes

The minimum percentage of FACTOR's funding contribution is now 75% of the total eligible budget, across all programs. This change comes as part of a relief effort from the Department of Canadian Heritage. Components already currently funded at 100%, 75%, or subsidy-based will not change.

For components that were previously funded at 50%, FACTOR will now fund at 75%. This affects the following programs:

- **Collective Initiatives** – Industry Events and Showcase Production for Export-Ready Artists
- **Comprehensive Artist** – Sound Recording, Marketing
- **Comprehensive Music Company** – Sound Recording, Marketing
- **Marketing and Promotion for Non-FACTOR-funded Sound Recordings** – Marketing
- **Support for Eligible Music Companies** – Business Development, Business Travel, Songwriter Support for Music Publishers

## New Programs

### Songwriter Development Program

\$2,000 subsidy per year for professional songwriters toward a year of various songwriting initiatives such as travel for co-writing sessions, songwriting camps and workshops, and eligible showcases. This program has a rolling deadline. Applicants must submit their application at least one calendar day before travel departure.

[Click here to read the full program guidelines for rules on eligibility and how this program works.](#)

### Envelope Funding for Music Companies

Funding is allocated once a year for a recipient to undertake a suite of activities fostering the development of Canadian artists and the promotion of their music. This can include expenses related to the production and marketing of sound recordings, domestic and international tours and showcases, music publishing, artist management and business development activities.

[Click here to read the full program guidelines for rules on eligibility and how this program works.](#)

### Envelope Funding for National Service Organizations

This program provides funding to increase the creation of and access to diverse Canadian music for audiences everywhere by enhancing the ability of national service organizations to compete in domestic and international markets.

[Click here to read the full program guidelines for rules on eligibility and how this program works.](#)

## Major Program Changes

### Completion Requirements

#### *Artist Development, Showcase, Tour Support, Songwriter Development Components*

For [Artist Development](#), [Showcase](#), [Tour Support](#) and [Songwriter Development](#) components approved after April 1, 2020, a cost report and supporting expense documentation do not need to be submitted upon completion.

However, FACTOR reserves the right to request this information after reviewing the completion, recipients should keep invoices, receipts, and proofs of payment for eligible costs. Recipients must still complete and submit all other sections of the completion, such as Results, Component Information, and Public Funding.

Click on each program above to see further details on the completion requirements.

## **Live Performance Program**

### ***Tour Support Component***

Tour dates no longer have to be continuous and scheduled with no “extensive breaks”. Tours approved after April 1, 2020 must be completed within three months of the first tour date.

[Click here to see further details on tour eligibility.](#)

## **Songwriter Support for Music Publishers Component**

### ***Deadline Change***

This component now has a rolling deadline. Applications must be submitted at least one calendar day before travel departure.

[Click here to read the full component guidelines for rules on eligibility and how this component works.](#)

## **Artist Development**

### ***Songwriter Eligibility***

Songwriters are not eligible to apply to the Artist Development program. Professional songwriters are encouraged to apply to the Songwriter Development program instead.

[Click here to read the full program guidelines for rules on eligibility and how this program works.](#)

## **Collective Initiatives**

### ***Showcase Production for Artists from Official Language Minority Communities (OLMC) Component***

The definition of a new OLMC artist now includes:

- Artist’s first professional commercial release (album or single) that is supported by a team (label, manager, publisher, agent, or publicist) is no more than 4 years from the start of the fiscal year in which the applicant is seeking funding.

### ***Digital Marketing Component***

This component has been retired. For digital initiatives, please see the Industry Events component.

[Click here to read the full Collective Initiatives program guidelines.](#)

## **Accessibility**

### **Recipient Accessibility Support Fund**

FACTOR grant recipients are eligible for top-up support to their project funding for costs related to accessibility. FACTOR will allow applications in this fund for up to \$5,000 each fiscal year, not to exceed \$5,000 per project. Eligible costs claimed under this fund will be reimbursed at 100%. This fund is open to artists and staff of music companies associated with the project Artist or Applicant. Support for this fund is provided exclusively by Canada’s Private Radio Broadcasters.

[Click here to access FACTOR’s Accessibility Page for more details.](#)