



Artist Travel and Touring Fund Application Guide

2026

Government of
Northwest Territories

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Overview

The Government of the Northwest Territories' (GNWT) Artist Travel and Touring Fund provides support to NWT individual artists or groups of artists that want to travel within or outside the territory to promote, share, or advance their artistic practice.

- Individual artists can apply for up to \$4,000 per year.
- A group of artists can apply for up to \$8,000 per year.

This fund is intended for artists who have developed their craft to a level where they are ready to engage broader audiences, pursue professional opportunities beyond their home community or the NWT, and expand the reach of their work.

What activities this funding supports

Activities that are **eligible** to receive funding include:

- Visual art and fine craft exhibition/showcase (to show work)
- Visual art and fine craft sales market (to sell work)
- Fashion showcase (show)
- Author reading
- Film screening
- Music performance, tour, or showcase
- Film or music pitch
- Music studio recording (if an NWT option is not an option)
- Participation in presentations, speaking engagements, panels, etc.
- Networking at conferences or gatherings related to the applicant's artistic discipline.
- Giving a workshop related to the applicant's artistic discipline.

Note: Artistic development (residencies, taking workshops, and receiving mentorship) are not funded through Artist Travel/Touring Fund and should apply under the Small Arts Projects instead (and can claim a portion of travel directly related to the project).

Who can apply

Types of potential applicants include:

- Individuals/groups who have been a resident of the NWT for at least 6 months prior to applying and are living in the NWT at the time of application.
- Artists and groups of artists who need to travel to promote, share, or advance their artistic practice, and who can demonstrate that they are at a stage in their artistic practice where they are ready to pursue opportunities outside their home community or the NWT.
- Applicants may only apply to this fund for one project at a time. A funded project must be completed and reported prior to re-applying for this fund.
- Artists can apply for more than one project per year, either individually or as part of a group, but cannot exceed the maximum amount of funding per year.
- Applicants may apply for and receive funding for the Artist Travel and Touring Fund and/or Arts Business Support Fund, even if they are currently receiving a small or medium arts project grant. However, eligibility is contingent upon being in good standing, with all required reporting up to date.
- Organizations (community governments, non-profit associations, etc.) are NOT eligible to apply for this fund.

What expenses this funding supports

Expenses that are **eligible** to receive funding include:

- Standard accommodation that include, but are not limited to:
 - Private accommodation (\$50/night)
 - Hotels, motels, AirBnB
- Lowest available airfare
- If artists choose to drive instead of fly, funding will not exceed the lowest available airfare, including:
 - GNWT private car kilometer rates; and
 - Hotel costs while in transit.
- Fees (related to the project).

- Excess baggage (related to the project)
- Shipping (related to the project)

What expenses this funding does not support

Expenses that are **not eligible** to receive funding include:

- Per diems, incidentals, salaries, and honoraria.
- Unapproved expenses
- GST, HST or PST on eligible expenses.
- Funding to participate in an artist cohort through the Artist to Market Program (AMP)

Note: The program will only support expenses that occur after the applicant has submitted their application. Costs incurred before the submission date are ineligible and will not be considered for funding.

How funding will be allocated

- Funding is allocated to five Industry, Tourism and Investment (ITI) regional offices in the NWT (North Slave, South Slave, Dehcho, Beaufort Delta, and Sahtu).
- This funding is assessed and administered through the ITI regional offices.
- Applications will be accepted on an on-going basis throughout the fiscal year, from April 1 to March 31 annually.
- Applications are assessed on a first come, first serve basis until the annual budget is exhausted.

Application process

- It is strongly recommended that you contact your [regional ITI Office](#) to discuss your idea and plan your project prior to submitting your application.
- Once you have your project planned, fill out the [Artist Travel and Touring application form](#).
- The supporting documents that must be included with your application include:
 - o Copies of quote(s) (NWT quotes are encouraged)
 - o Proof of residency (e.g, driver's license, letter from band, etc)

- o Samples of work to support your application. Any one of the following will be accepted:
 - One to two sound/video clips of roughly five minutes or less.
 - One to two writing samples of five pages or less.
 - Images that showcase your work.
- o Artistic resume
- Submit the completed application form and supporting documents to your [regional ITI Office](#).

Applications can be submitted anytime for available funding, from April 1 to March 31st annually.

Application processing time

Applicants will be informed in writing within 15 business days of the review of a complete application whether approval of the application has been granted and which eligible costs have been approved. Please apply early to ensure enough time to review and process the application.

Funding payment

Applicants approved for funding will receive a contribution agreement that outlines the terms of funding, payment schedule and reporting requirements.

- Applicants must sign the contribution agreement and return it to their regional ITI office within 30 days of receiving the agreement.
- Applications must be approved before beginning the activity. Expenditures made prior to the date of application approval will not be considered.
- To receive the payment, an account with GNWT is required and must be in good standing.
- Payment will be processed and sent to funding recipients within **14 to 30 days** of the GNWT receiving the signed contribution agreement.

Funding conditions

Funding recipients must meet the following conditions:

- Funding must be used for the stated purposes in the approved contribution agreement. If a situation arises where you cannot use the funds as proposed, contact your ITI regional office.
- Any changes in part or in full of the contribution agreement must be approved in writing by the regional office prior to changes being made.
- Applicants must be in good standing with the GNWT and currently be a resident of the NWT.
- Applicants may only apply to this fund for one project at a time. A funded project must be completed and reported prior to re-applying for this fund.
- All overdue reporting must be submitted and approved prior to applying for new arts funding.
- Minimum equity contributions are required and based on community classification:
 - Group 1 communities (Yellowknife, Hay River, Fort Smith, and Inuvik) – minimum **30%** of total project costs
 - Group 2 communities (all other communities within NWT) – minimum **20%** of total project costs
 - This program does not accept sweat equity.

Funding acknowledgement

Funding recipients must credit the GNWT for financial support in any publicity prepared in relation to your activities, including electronic, print, or visual material.

Where the logo is unable to be used, the following message can be included in publicity related to the funded recipient's activities:

This project was made possible, in part, with funding from the Government of the Northwest Territories.

Funding reporting

Funding recipients must provide financial reporting within **terms of their contribution agreement** after the completion of the project outlining how the funds have been used.

To complete required reporting:

- Fill in the 'Actual Costs' (without GST, HST or PST) and 'Actual Revenues' fields. Only costs approved in the contribution agreement will be accepted.
- Provide receipts for all the expenses you are claiming as 'Actual Costs'

- Complete the Artist Travel and Touring Fund reporting survey either using the online or downloadable form from the GNWT website (link will be provided).
- Applicants are required to provide proof that the supported activity occurred. Documentation may include but is not limited to: exhibition or event programs listing the artist's name, show posters, promotional assets, venue confirmations, media coverage, schedules, or any comparable materials demonstrating completion of the activity.