

How to Submit Your Application for the Cole Foundation's Intercultural Conversations Program – Fall 2026 Intake

*An original theatre project to encourage dialogue between the various cultures in Montreal and beyond (religious, ethnic, race) to be performed in the greater Montreal area **post December 7th, 2026.***

Step-by-Step Guide for Theatre Companies

 **Application Deadline:** Friday, October 16th, 2026, at 5:00 PM

This single deadline covers both your application form and all required documents, submitted together in one sitting.

What You Must Submit

Complete the [online application form](#) in one sitting. The form includes both the written questions about your project and the file-upload questions below — attach your documents directly where indicated as you go, so there's nothing further to send afterward.

- Submit it [here](#)
- Please include your usual email address as well as an email address associated with a Google account — this is needed for you to attach files to the form (Google requires you to be signed in to upload).

Required File Uploads

Applications without supporting files will not be considered. Attach these **three** documents directly to the matching question in the online form:

- **Budget (PDF or Excel) — required.** Your project's projected revenues and expenses. Any clear, well-considered format is acceptable — an Excel spreadsheet is fine, or you can use the CALQ budget sample found [here](#).
- **Script (PDF) — required for Production grants.** If no script is available, upload a PDF with a brief explanatory note (e.g., "No script," plus an explanation). For Commission or Translation grants, upload a synopsis, outline, and samples of the author's and/or translator's past work instead.
- **Supporting Documents (PDF) — optional.** Biographies of key participants, contracts with playwright or translator, press kit (if available).

An "Application Form" upload is no longer needed — your completed online form is automatically kept on file as the official record of your application.

Video Link or Video Upload (Optional)

Adding a short video is optional and can support your application — for example, a brief project pitch, an excerpt from a workshop reading, or a sample of past work.

Please make sure your link is set to "Anyone with the link can view" (no password or login required) — for example on YouTube, Vimeo, or Google Drive. We share video links with our external jury members, who need to be able to open them directly.

Naming Your Files

Because every applicant's Budget, Script, and Supporting Documents are collected by document type, please name each file with your company name before uploading it in the following format (with your info):

- *Théâtre des Merveilles – Budget.pdf (or .xlsx)*
- *Théâtre des Merveilles – Script.pdf*
- *Théâtre des Merveilles – Supporting Docs.pdf*

Important: Please upload just three files + a video (video is optional) — don't combine documents into one file wrong question. Maximum file size: 25 MB per file. Maximum number of pages for supporting documents is 5 pages.

Final Reminders

- Complete and submit the [online form](#), with all documents uploaded, **by Friday, October 16th, 2026, at 5:00 PM.**
- **Applications without correctly uploaded supporting files will not be considered.**
- Name your files with your company name so we can identify them correctly.

For help:  kjohn@colefoundation.ca |  (514) 409-8125

Background

The Cole Foundation is a private family foundation based in Montreal. It has two main programs: the Intercultural Conversations—Conversations Interculturelles program and a program supporting research and childcare in pediatric and young adult leukemia and lymphoma.

The Intercultural Conversations program is committed to celebrating the vibrant, multi-cultural mosaic of Montreal, Quebec, and the rest of the world by supporting professional theatre that does more than simply showcase diverse voices. We seek projects that bring those voices into meaningful exchange — where different cultural perspectives meet, interact, and even confront one another. The strongest works in this program are those that reveal points of connection and points of tension, fostering true intercultural dialogue that can challenge audiences, spark reflection, and encourage empathy.

The Foundation will contribute financially to the production, creation, and translation of such plays. This program is juried by bilingual theatre professionals. Among the criteria are the quality of the play, the depth and significance of the intercultural themes raised in the script, and the racial, religious, linguistic, and cultural* composition of the creative team. The budget, outreach strategies, and postproduction activities are also considered.

About the Program

The Intercultural Conversations – Conversations Interculturelles program supports professional theatre productions, commissions, and translations that encourage dialogue between cultures in Montreal and beyond. The goal is to address issues of racism, religious intolerance, and cultural diversity (ethnic and religious diversity) through high-quality theatrical work here in the greater Montreal area.

** We recognize that culture can also encompass queer culture, deaf culture, and other areas of culture, however this program specifically focuses on race, religion, and ethnicity and not the aforementioned areas of culture.*

Key Points

- Applications are accepted twice a year (Fall and Spring).
- *The Fall 2026 intake applies to productions taking place on or after December 7th, 2026, presented in the 2027-2029 seasons.*
- Companies or artists may apply for more than one grant.
- Grants fund expenses directly related to the production, creation, or translation of a play — such as readings, additional rehearsals, and audience engagement activities. Production grants are for plays that will open to the general public and not for readings. Production applications that don't plan to open in the theatre (that include a reading but no play) will not be considered.
- Funding is not intended to replace federal, provincial, municipal, or private funding sources and must be proportionately allocated with other arts grants.
- The Foundation is not an arts council and does not offer operational funding. Awards are project specific.

Grant Categories

Note: Commissioning and Translation grants fund the creation or translation of a script itself — they do not cover the costs of staging or producing the resulting play. Companies who also want funding to mount a production should apply separately for a Production grant.

Production Grants

- Up to \$25,000 is available (to cover no more than 25% of the total budget)
- Full scripts are required
- Applicants may combine applications for commissioning and production (to be considered together)
- Payment: 90% is to be made at the start of rehearsals (please write to us to ask for this at the appropriate time), 10% after the closing night of the play (idem) and submission of the final artistic & financial reports

Talk-Back Grants

- Up to \$150 is available per performance for audience discussions
- There is no limit on the number of talkbacks
- Talk-back grants are not available for young audience shows where talkbacks are part of the performance
- The payment will be included in the final grant payment after the reports are completed

Commissioning Grants

- Grants of up to \$10,000 for original scripts are available
- These funds are for the writing and development of the script itself — not for producing or staging the resulting play.
- Grants may include workshop readings
- Payment: 50% at the start of the writing process, 25% after the first draft is accepted by the theatre company, and 25% on the opening night of the play. Opening night is used only as a

payment milestone — this final installment remains part of the Commissioning grant, not funding toward the production itself.

Translation Grants

- Up to \$10,000 for translations are available into French and/or English
- These funds are for the translation itself — not for producing or staging the resulting play.
- The grants may include workshop readings
- Payment: 50% is made at the start of the translation process, 25% is made after the first draft of the translation is complete, and 25% is made on the opening night of the play. As with Commissioning grants, opening night is used only as a payment milestone — this final installment remains part of the Translation grant, not funding toward the production itself.

Eligibility

- Companies must be professional theatre companies with professional actors, have a history of past performances, and pay all artists and participants for their work
- Young audience companies are eligible if students can understand the intercultural themes
- There must be performances in Montreal (or the greater Montreal area) for any funded project
- Plays must be primarily in French or English
- For translation applicants:
 - The translator must have at least one published literary translation
 - Written permission from the author is required
 - The work to be translated must already be complete

Note: Companies may submit applications for either or both deadlines each year.

A credit of the Cole Foundation's contribution to the project must appear in printed programs, publications, broadcasts, and any other media disseminating the work. For commissions and translations, this credit is to appear in perpetuity.

If a substantial change is made to the project, the budget, or its work schedule, the Cole Foundation must be immediately contacted to make the appropriate arrangements. Should the artist/theatre company fail to comply with this condition, the Cole Foundation reserves the right to withhold final payment or to demand repayment of the grant. Applications from companies that have already received a grant from the Cole Foundation and have completed their project, but have never submitted their artistic and financial report, will not be considered.

The Jury

Bilingual theatre/arts professionals and members of the artistic community will be on the jury that assesses all applications, including any video links submitted. The decision will be announced after our board meeting (Dec 7).

Weighting and Grading Scheme

Assessment Criteria

Production grants are assessed by the jury according to the Foundation's priorities, with a strong emphasis on intercultural content and dialogue. The jury also considers the quality of the writing; the

composition of the creative team; the feasibility of the project; and the strength of the proposed development process, however that process is structured.

Additional Consideration

The jury also considers the opportunities and mentoring the project offers BIPOC, immigrant, or otherwise similarly marginalized artists.

Commissioning and Translation Grants

Commissioning and Translation grants are assessed more simply, with intercultural content and the quality of the writing or translation weighted equally, since these grants fund the development of the text itself rather than a full production.