

A black and white photograph of a person wearing a futuristic, metallic mask with a visor. The person is also wearing a garment with a complex, patterned texture. The background is dark and out of focus.

**TORONTO
ARTS FOUNDATION**

2026 AWARDS

**TORONTO KIKI
BALLROOM ALLIANCE
2025 ARTS FOR YOUTH
AWARD RECIPIENT**

NOMINATION GUIDE

**GET READY
TO NOMINATE—
HERE'S WHAT
YOU'LL NEED
TO GET STARTED**

This guide walks you through what you'll need to prepare a Toronto Arts Foundation Award nomination — including a preview of questions and required materials.

This isn't the actual nomination form. **All nominations must be submitted online through the Smart Simple Portal**, and some details may vary by award.

1. NOMINATOR FIELDS

THIS SECTION ASKS FOR INFORMATION ABOUT THE 'NOMINATOR' / THE PERSON SUBMITTING THE NOMINATION.

- First/Last Name
- Org (If Applicable)
- Address/Postal Code
- Phone Number
- Email
- Website

2. NOMINEE ID

THIS SECTIONS ASKS FOR INFO ABOUT THE 'NOMINEE'/ THE PERSON WHO IS BEING NOMINATED FOR THE AWARD.

- You'll select the nominee type:
- 1. **ORG/COLLECTIVE**
 - 2. **INDIVIDUALS**
 - Name
 - Address/Postal Code
 - Phone Number
 - Primary Contact Info (Applied to 1.)
 - Website

3. RATIONALE

THIS SECTION IS A LONG-FORM ANSWER. 500 WORDS ALLOWED.

* If your nominee is selected, this description will be used in press releases, on the Foundation website and in the awards program.

You'll explain why the nominee should be considered for a Toronto Arts Foundation Awards. *

4. NOMINEE DESCRIPTION

THIS SECTION IS ALONG-FORM ANSWER. 250 WORDS ALLOWED.

* If your nominee is selected, this description will be used in press releases, on the Foundation website and in the awards program.

You'll enter the nominee's artist bio or the organization's/collective's organizational profile. *



QUESTIONS? GET IN TOUCH!

LIZ TSUI
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5. RESUME/ ORG HISTORY

THIS SECTION WILL ADD MORE DETAILS TO YOUR NOMINATION.

Accepted file format: PDF
max 2 pages

FOR INDIVIDUAL ARTISTS (MAX 2 PAGES)

- Include a resume or CV outlining:
- Training and education (formal or informal)
 - Years active in artistic practice
 - Selected works (year, note if recorded/published/produced)
 - Awards and notable nominations

FOR ORGS (MAX 2 PAGES)

Include a brief history highlighting key achievements and major milestones.

6. SUPPORT MATERIAL

THIS SECTION IS A KEY PART OF YOUR NOMINATION AND IS HEAVILY CONSIDERED BY THE JURY.

For uploads, maximum file size is 200MB in the following formats:
Video - MOV, AVI, JPEG, MPEG, WMV.
Audio - AAC, MP3, WAV, WMA.
Print - pdf, doc, docx.

- You may submit:
- Up to 3 files uploaded directly, **or**
 - A link to your materials (include any required password or access instructions).
- Examples include: press clippings, testimonials, and other relevant documents. For any news articles that require a paid subscription to access, please attach the article as a PDF instead of providing a link..

READY TO NOMINATE?

SUBMIT YOUR NOMINATION
[TAC.SMARTSIMPLE.CA/WELCOME/TAF/](https://tac.smartsimple.ca/welcome/taf/)





**NOMINATE
TODAY**