

New Music USA
formerly
American Music Center and Meet The Composer



Composer Assistance Program

Program Guidelines

Deadline: October 17
Address for electronic submissions: CAP@amc.net
Address for sending audio files: www.yousendit.com

About the Program

Direct assistance is available to composers to help them realize their music in performance. **The program supports expenses related to the preparation of materials for live premiere performances (such as scores and electronic materials, etc.) and travel to premieres (see list of eligible expenses below).**

Grants are project-based. There must be a specific work (or works) associated with the request. There must also be a specific live event associated with the work, such as a performance or reading.

New Music USA awards a total of approximately \$100,000 annually to composers through this program. The maximum one-time grant is \$5,000. Most grants are between \$1,000 and \$3,000. Grants to a single composer are limited to a total of \$10,000 during that composer's lifetime.

Eligibility

Grants are intended to help advance the careers of early and mid-career composers. Applications from established composers who have achieved significant career accomplishments will not be funded in this program.

Only individuals are eligible to receive funding through this program. Organizations, performers, presenters, or ensembles are not eligible to apply.

Expenses for the following tasks are eligible for support:

- Copying of score and parts, including extraction and reproduction
- Purchase of computer hardware, software and/or office supplies to facilitate copying or the production of performance materials
- Hiring a copyist to copy parts
- Hiring an engineer to prepare electronic material for use in the premiere performance
- Studio time to prepare electronic material for use in the premiere performance

- Permission to use copyright material (texts, portions of existing works, etc.) for a premiere composition
- Reasonable travel for a composer to attend a premiere performance
- Preparation expenses for unscored, jazz or improvised works.

There **must** be one of the following events associated with the above expenses listed in descending order of priority to the program:

- Live premiere performance or public reading of an original composition by a professional-quality ensemble
- Live performance of a major revision or arrangement of an existing work

The following are some examples of activities **not** eligible for funding through CAP:

- Education or residency activities
- Professional development
- Production of a demonstration or promotional recording of existing works
- Hiring musicians to perform a work
- In cases when the composer is not the producer of the event, purchasing or hiring equipment such as sound systems or musical instruments
- Shipping/postage

Criteria

- **The significance of this performance or project to the composer's career is of principal importance.** For example, a factor that would make an application less competitive would be previous performances by the same or similar ensemble
- Artistic merit of the project
- The appropriateness of the project budget

Funding decisions will be made by an independent peer panel chosen by the New Music USA.

Deadlines and Notification

There are two rounds of CAP annually. The spring date is yet to be confirmed. Completed applications must be submitted electronically to CAP@amc.net by the composer no later than the following deadline date:

- **October 17**

Late applications will not be accepted or reviewed. NO EXCEPTIONS.

Application materials described below must be submitted electronically by 11:59PM on the deadline date. Scores that are mailed must be postmarked on or before the deadline date.

If scores are hand-delivered to our offices at 322 8th Avenue, they must be received by 5:00 p.m. on the deadline day. **Our offices are closed on Fridays.**

An applicant may only apply in a round which is up to a year in advance of the performance date. Projects for which performances have recently taken place prior to the deadline will also be considered. Please contact us to confirm eligibility of your project if your performance has already taken place – CAP@amc.net.

Applicants will be notified of funding decisions within eight weeks after the deadline.

How to Apply

It is required that all CAP applications are submitted electronically. Application and musical materials should be submitted as described below. Scores may be mailed if they cannot be submitted electronically as PDF files. CDs and DVDs will not be accepted or reviewed.

- Application form – submit the e-form from the AMC website: <http://www.amc.net/grants/cap.aspx> (#1 below).
- Additional required documents (#2-8 below), submitted via e-mail to CAP@amc.net. Documents should be in PDF or Microsoft Word format. Documents sent as JPGs or in other formats will not be reviewed. Please label each document with your name and the document, ie. Pat Grant application form.doc or Pat Grant bio.doc. Please include your name and “CAP Application” in the subject line of your e-mail submission.
- Musical materials – audio samples of prior work submitted via e-mail to CAP@amc.net or via yousendit or a similar file delivery service. Sample of work for which funds are requested – see below.

An e-mail acknowledgement will be sent within two weeks after the deadline date. Please do not contact the office to check if your application has been received unless you have not heard from us two weeks after the deadline.

Required Documents

- 1) Completed online application e-form on amc.net (full address and link above)
- 2) Professional resume or bio (maximum one page) – e-mail to cap@amc.net.
- 3) List of recent performances from the past 3-5 years (maximum two pages) – e-mail to cap@amc.net.
- 4) Written confirmation from the performing organization (not venue) of the exact performance date—letters, e-fliers or copies of e-mails are acceptable – e-mail to cap@amc.net.
- 5) A brief description or history of the performing organization (maximum one page) – e-mail to cap@amc.net.
- 6) If the work is a commission, a copy of the commissioning agreement – e-mail to cap@amc.net.
- 7) If requesting support to acquire the rights to use copyrighted material, a copy of the agreement with the copyright owner – e-mail to cap@amc.net.
- 8) Copies of all available invoices or estimates – e-mail to cap@amc.net.

With the exception of scores, paper materials will not be accepted or reviewed.

Support Materials.

Submit the following samples – including prior work and the work for which support is requested as described below. Applications without musical samples will not be considered for funding.

Audio samples must be submitted electronically as MP3 files via www.yousendit.com to cap@amc.net (a free service for sending large files electronically – sign-up for a free account and follow the instructions). You may send one zip file that includes all media files or send multiple emails for each file. Scores may be submitted as PDF files directly to CAP@amc.net if they are small files or via www.yousendit.com if they are large files, or they may be mailed.

1. Audio samples of prior work. Provide two (2) audio samples of prior work by the composer created within the past five (5) years. Provide information about the sample on the application e-form.
2. Sample of work for which support is requested. Provide musical samples (described below) for the piece for which support is requested. (Partially completed samples are acceptable, but it is in the composer's best interest to provide as much of the completed work as possible.) Please submit one of the following and provide a description on the musical materials sheet:
 - a) Instrumental and vocal works: One copy of the score (recording not required).
 - b) Electroacoustic works: One copy of the score and one audio sample of the electronic component.
 - c) Electronic works: One audio sample of the work
 - d) Improvised works: A chart and/or a narrative description.

Self-Addressed Stamped Envelope

If you would like your scores returned to you, please enclose an SASE with sufficient postage that is not dated (non-metered mail).

Grantee Requirements

Grantees are issued a contract which provides details of all credit and reporting requirements.

Recipients understand that their contact information will be released to our online magazine, **NewMusicBox**, for a possible news story.

Other Important Information

In the case of commissioned works, New Music USA strongly urges the commissioning organization to assume at least a portion of the copying expenses in addition to the composer's commission.

Applicants should understand that this is a competitive application. Fulfillment of the program criteria does not guarantee that a grant will be made. Although applicants are encouraged to request the full amount needed, some grants will cover only a portion of the request.

Contact

Prospective applicants are encouraged to contact us with questions prior to the time of application.

Address applications and inquiries to:

Jennifer Clarke, Manager of Grant Making Programs

American Music Center

RE: CAP Application

322 Eighth Avenue, 14th Floor, New York, NY 10001

212-366-5260 ext. 29

jclarke@amc.net

Link to online application form: <http://www.amc.net/grants/cap.aspx>. **E-mail address for supplemental materials:** CAP@amc.net

Address for sending large audio files and large PDF scores: www.yousendit.com – destination cap@amc.net

These guidelines and the application form, plus information about all our programs, are available on-line at www.amc.net and www.meetthecomposer.org.

Funders of the Composer Assistance Program include the Mary Flagler Cary Charitable Trust, The Edward T. Cone Foundation, the Aaron Copland Fund for Music and the Helen F. Whitaker Fund.