***This is not the official MGP application****. This document is provided to overview the*

*questions & requirements of the application and allow applicants to draft responses outside of the application portal. For the official application form, refer to the link in your email.*

**APPLICANT INFORMATION**

**Applying as:** (choose one) *Performer / Composer / Presenter*

**Primary genre of project:**

**Name of Organization/Ensemble/Composer:**

**Lead Contact Name:**

**Email:**

**Phone Number:**

**Address:**

**Website:**

**Alternate Contact Name:**

**Alternate Contact Email:**

**GRANT OVERVIEW**

**Total Project Budget:**

**\*** *Includes the full scope of the proposed project.*

**Amount of Grant Request:**

*\*Maximum award: up to $3,000, and up to $4,000 for projects involving commissioning.*

**Project Date Range:** Start / Finish

*\* Please include a start date and end date for your project\**

**Key Event Date(s):** Start / End

*\*Project event/premiere/release date(s) must be between July 1, 2021 and June 30, 2023*

**Brief description of the project:**

(~100 words) Give a clear description of the project: who, what, when, where. A more detailed and in-depth description will be given in your project narrative.

**APPLICANT HISTORY**

**History of Applicant:**

*Include a statement about your artistic mission, your background, and experience as an active artist. List relevant past performances including repertoire, venue, date, attendance etc., as appropriate. (If your ensemble does not have a significant group performance history, provide biographical information & performance history for each musician)*

**History of Project Partner(s):**

*Provide history/background for your project partner as above, if appropriate.*

**PROJECT NARRATIVE**

*Your project narrative should address the points below. The project narrative is similar to the brief project description (who, what, when, where), but will include more detail as well as project vision, motivation, and execution (why & how).*

*What will you do (commission, recording, performance, etc.)? How will you execute the project? Why you have decided to undertake this project? Why is this project important and worthwhile? If the project involves a project partner(s) why are they important? Address the impact that the project will have.*

*List the musicians/instruments involved in the project.*

*\* Depending on your project, some points may be more applicable and/or may require more description than others.*

**PROMOTION & PUBLICITY**

**Promotion & Publicity**

*What are the steps you will take to maximize the public impact of your proposed project? What is your publicity strategy and what are your expectations? How will you distribute your tickets/CD/etc.?*

**Project Timeline**

*Describe the project timeline. List the major events relevant to your project from start to finish.*

**PROJECT BUDGET**

*Please visit* [*http://www.intermusicsf.org/mgp*](http://www.intermusicsf.org/mgp) *and review the tab “Application Tips & Examples” for more information*

**Income**

Contributed

1. MGP Grant Request
2. Foundations / Gov grants
3. Individual / crowdsourced funds
4. Existing Income / Funds
5. Other

A. (subtotal contributed)

Earned Income

1. Admissions
2. Product Sales
3. Performance Fees
4. Other

B. (Subtotal Earned)

(total income)

**Expenses**

Project Expenses

1. Production Costs
2. Marketing Expenses
3. Printing / Digital Media
4. Venue Rental
5. Equipment
6. Other

C. (Subtotal Project expenses)

Personnel

1. Performer Fees
2. Composer Fee
3. Technical/Production
4. Other

D. (Subtotal Personnel)

Administrative Expenses

1. Office
2. Phone/Web
3. Publicist
4. Other

E. (Subtotal Administrative)

Total Income (Calculated)

Total Expenses (Calculated)

Surplus/Deficit (Calculated)

**Budget Notes**

*(add notes to better clarify your budget.)*

**In-Kind**

*Please list all in-kind contributions. In-kind contributions are any non-cash goods or services received over the course of a project, i.e, Graphic design, audio recording, or videography provided free or at a reduced rate.*

**CYPRESS AWARD**

*Made possible through a generous donation from the recently retired Cypress String Quartet, the Cypress Award will provide up to $5,000 to a deserving musical project that strives to make both an artistic and educational impact in the Bay Area.*

*Artists applying for funding through the Musical Grant Program can choose to be considered for the Cypress Award. The Cypress Award will be in addition to the grant provided by the Musical Grant Program.*

*Not limited to any one genre of music or specific instrumentation, the Cypress Award seeks to deepen the impact of artistic excellence through an educational approach. Along with intrinsic artistic merit, winners must display an educational component in their proposal, to be defined by the applicant, which is true to the essence of the artistic project and shows a direct benefit to the Bay Area community. The recipient(s) of the Cypress Award will be announced with the full roster of Musical Grant Program recipients.*

Would you like your project to be eligible for the Cypress Award?

**Yes / No**

***To be considered for the Cypress Award, provide a statement on the potential educational impact\* of your project. How does your project involve educational outreach, how does it enrich the musical community, and how would additional funding from the Cypress Award help expand your original project? (\* “educational impact” is left open to creative interpretation and may not necessarily involve an educational institution.)***

**WORK SAMPLES**

*Upload samples (recordings, videos, scores, etc.) that are relevant to your proposed project. 2–4 work samples are required for all applications. A single work sample may include multiple files (audio, excerpt, video, score, pdf). For project partners, upload 2-4 additional work samples as appropriate (eg. work of a commissioned composer).*

*Please submit recent, high-quality samples that showcase artistic excellence and best correlate to your project.*

*Before uploading files:*

*Name all files clearly, beginning with the applicant name, work sample number, and additional details (title, composer, movement etc.).*

*Include any additional details for each work sample in the fields below.*

*\* If you are unable to upload your samples or you would prefer to link to your samples (YouTube, Google Drive, Dropbox), please paste the url(s) in the work sample fields below.\**

**Work Sample #1 - Notes**

**Work Sample #2 - Notes**

**Work Sample #3 - Notes**

**Work Sample #4 - Notes**

**Work Sample #5 - Notes**

**Work Sample #6 - Notes**

**Additional Work Sample Notes**