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

*questions and 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 provided after determining eligibility.*

**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:**

**PROJECT 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 Location(s):**

*\* Indicate where the public event(s) and/or recording of the project will take place.*

**Project Date:**

*\* Indicate the most significant public date of the project (premiere, CD release, first of multiple concerts, etc.).*

**Project Completion Date(s):**

 *\* Indicate the date of project completion. NB: A grant report will be due 30 days after the project completion date.*

**Brief description of the project:**

Provide a clear description of the project: who, what, when, where. You will have the opportunity to provide a more detailed and in-depth description in the project narrative. (100 word limit)

**Number of Musicians involved in project:**

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

**APPLICANT HISTORY**

**History of Applicant:**

*Provide a statement about your artistic mission, your background, and experience as an active artist. List relevant past performances as applicable, including repertoire, venues, dates, attendance, etc.. (If your ensemble does not have a significant group performance history, provide biographical information and performance history for each musician). (500 word limit)*

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

*Provide history/background for your project partner as above, as applicable. (500 word limit)*

**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 should include more detail, as well as project vision, motivation, and execution (why & how).

*Please provide a project narrative that addresses the following: What will you do (commission, recording, performance, etc.)? How will you execute the project? Why have you decided to undertake this project? Why is this project important and worthwhile to you? If the project involves a project partner(s), why are they important? Address the impact that the project will have (musical, professional, and community impact, etc.). In addition, please list the musicians/instruments involved in the project.\* (750 word limit)*

 *\* 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 awareness of your proposed project? What is your publicity strategy and what are your expectations? How will you distribute your tickets, CDs, etc.? (250 word limit)*

**Project Timeline**

*Describe the project timeline. List major events relevant to your project from start to finish. (250 word limit)*

**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. Foundation / Government 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 Fees
3. Technical/Production
4. Publicist
5. Other

D. (Subtotal Personnel)

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(e.g. graphic design, audio recording, and/or videography services provided free or at reduced rates).*

**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 (e.g. 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 note fields below.\**

**Work Sample #1 - Notes (150 word limit)**

**Work Sample #2 - Notes (150 word limit)**

**Work Sample #3 - Notes (150 word limit)**

**Work Sample #4 - Notes (150 word limit)**

**Work Sample #5 - Notes (150 word limit)**

**Work Sample #6 - Notes (150 word limit)**

**Additional Work Sample Notes**