

Chamber Music America

GUIDELINES

2017 NEW JAZZ WORKS

Application Deadline: March 5, 2017, Midnight, ET

Grant Notification: June 2017

Grant Period: July 1, 2017 – June 30, 2020

A component of the Doris Duke Jazz Ensembles Project, the New Jazz Works program is funded by the Doris Duke Charitable Foundation.

Chamber Music America's *New Jazz Works* program provides grants to U.S. jazz ensembles to create, perform, and record new works. The new work may be composed by the ensemble leader, a member of the ensemble, or by a guest composer.

ELIGIBILITY

Only ensembles may apply to this program.

An ensemble is eligible if it

- is a professional composer-led or collective jazz ensemble;
- is based in the U.S. or its territories, consists of 2-10 musicians, and the leader is a U.S. citizen or permanent resident;
- includes improvisation as an integral part of its composition and performance;
- is a CMA organization-level member;
- has no overdue reports or financial obligations to CMA; and
- has waited 12 months from completion of any previous CMA commissioning grant.

An ensemble may apply to either CMA's 2017 *New Jazz Works* program or its 2017 *Classical Commissioning* program but not to both. Similarly, a composer may appear on only one application in either program.

THE NEW COMPOSITION

The new work must

- be of substantial length; the piece may be one extended work, or consist of multiple sections or movements;
- be written for 2-10 musicians;
- be scored for one musician per part;
- result in a printed score, lead sheet, or other form of graphic notation; and
- feature improvisation.

Previously written works, works-in-progress, arrangements, and/or incidental music are not supported by this program. If the new work will be written as part of a multi-disciplinary project, it must be a stand-alone work for performance. *New Jazz Works* funds musical artists only; non-musical artists are not supported by this program.

THE COMPOSER

The composer may be either a performing member of the ensemble or a guest from outside the ensemble. The composer is understood to be an individual, not a group, must be a citizen or permanent resident of the U.S., and must not have any outstanding obligations to CMA at the time of application.

GRANT COMPONENTS AND FUNDING

A *New Jazz Works* grant is made up of four components:

1. Core

The Core phase includes the creation of a new work, the work's world premier and one additional performance. The two performances must take place in different venues in the United States or its territories. Funding (up to \$19,000) includes a composer fee of \$9,000 for writing the work; and an ensemble honorarium of \$1,000 per musician, including the composer if performing with the group. The total number of musicians, including the composer, may not exceed 10. Core phase must be completed by December 31, 2018.

2. Continued Life

Funding (\$12,000) supports either three public performances in different venues, or two public performances in different venues plus a distribution-quality audio or video recording. Activities may take place in the U.S. and abroad. The Continued Life phase begins after completion of the Core phase. Continued Life activities must be completed by June 30, 2020.

3. Administrative Support

Funding (\$3,000) may be used at the grantee's discretion to engage a booking agent to assist with scheduling performances, to help defray expenses associated with recording the new work, or other administrative functions identified by the grantee. The Administrative Support phase must be completed by June 30, 2020.

4. CMA National Conference

A complimentary registration is offered to the ensemble leader to attend one CMA National Conference. Travel/hotel subsidies are available, on a limited basis, for ensemble leaders who live outside the New York metropolitan area. Conference attendance must take place during the grant period: July 1, 2017 – June 30, 2020.

GRANT AWARD AND PAYMENT

CMA contracts with the grantee ensemble leader, or his/her business entity, on behalf of his/her ensemble. The grantee ensemble leader must provide government-approved documentation showing his/her U.S. citizenship or permanent resident status. Grant funds are taxable; grantees must comply with all applicable city, state, and federal laws, ordinances, codes, and regulations affecting the project. The grantee ensemble leader is solely responsible for the management of the project and the disbursement and reporting of grant income.

PANEL REVIEW PROCESS

New Jazz Works applications are reviewed by an independent panel of jazz musicians; CMA staff and board do not participate in the deliberations. [Representative list of previous CMA panelists](#)

The panel's evaluation of the audio work samples through "blind listening" determines which applications advance to the final round. Ensemble audio work samples are evaluated for the ensemble's artistry, distinctiveness, and ability to perform scored and improvised music. Composer audio work samples are evaluated for the composer's skill and originality in composing/arranging chamber jazz music. The audio summary document serves as a guide for the listening rounds.

THE APPLICATION

General Instructions

CMA uses an online application through Submittable. Only online applications will be accepted. Go to <https://cma.submittable.com> to create a free Submittable account if you do not already have one.

- Login to your Submittable account.
- You may type directly into the online form or draft your responses in an offline document and cut/paste your information into the online application.
- To save the work you have done on your application, you must click **SAVE DRAFT** at the bottom of the form before exiting.
- You may return to your saved application to continue working on it by following the login instructions. Submittable maintains your draft for 21 days.
- CMA recommends that you also save your draft in an offline document as back-up.

Uploads

Audio Summary Document

Provides instrumentation, track length, cue times, etc. to guide the panel's listening. Do not include any information that will identify the applicant or guest composer – names of musicians, name of composer, work title, album title, etc. Acceptable file types: xls, xlsx, pdf

Audio Uploads

The audio samples should demonstrate the ensemble's best playing, the composer's best work and, if working with a guest composer, his/her artistic compatibility with the ensemble. Each sample should include both scored and improvised music. The panel generally listens to 2-3 minutes of an audio file. Guest artist audio is not part of the panel review. Each audio file may be edited and/or excerpted, but from only one composition. Do not include multiple works in the same audio file. **Please be advised: Poor recording quality affects the panelists' ability to accurately judge the artistic quality of the applicant.**

- Audio samples must be uploaded to the online application. Acceptable file types are mp3 and m4a.
- Submit audio featuring small ensemble music (2-10 musicians), with up to 5 minutes of a single work recorded on each file.
- Music featuring a solo artist or an ensemble of more than 10 musicians is ineligible.
- Your submission may feature music from a live concert, studio/home recording, and/or commercial disc.
- Audio 1 and 2: Ensemble Work Samples must each feature a single work, or an excerpt from that work, performed by the core ensemble or a majority of its members.
- Audio 3 and 4: Composer Work Samples must each feature a single work or an excerpt from that work by the composer for a small ensemble (need not be the applicant ensemble).

Score Upload for Audio 3 Composer Work Sample

Must contain a relevant section of the printed score, lead sheet, or graphic notation for the Audio 3 Composer Work Sample. Do not include work title, name(s) of composer, musicians, and/or publisher on the document. Acceptable file types: pdf, doc, docx.

Memorandum of Understanding

The applicant ensemble may elect to work with a guest composer. If so, the applicant must include a Memorandum of Understanding between the ensemble and the guest composer indicating each party's agreement to collaborate on the project. See sample at the end of these guidelines. Acceptable file types: pdf, doc, docx

To Submit an Application

- Go to <https://cma.submittable.com> and click on “2017 New Jazz Works Application.”
- Complete all text boxes.
- Prepare your attachments.
- Name files as indicated below:
 - Audio Summary Document: **Applicant Ensemble Name-Audio Summary** (e.g. XYZ Ensemble-Audio Summary); acceptable file types: xls, xlsx, pdf
 - 4 Audio files: **Applicant Ensemble Name-Audio #** (e.g. XYZ Ensemble-Audio 3); acceptable file types: mp3, m4a
 - Audio 3 Score: **Score Upload** (Do not include the name of the ensemble or composer or the work title.) acceptable file types: pdf, doc, docx
 - Memorandum of Understanding (if applicable): **Applicant Ensemble Name-MOU** (e.g. XYZ Ensemble-MOU); acceptable file types: pdf, doc, docx
- Upload attachments to application.
- When complete, sign and date the application.
- Click “Submit” to send the application to CMA. You will receive a confirmation email.

OTHER INFORMATION

[FAQs](#)

[Application Workshop Schedule](#)

SUPPORT

Program: [Gargi Shindé](#), (212) 242-2022, x103

Membership: [Aryo Wicaksono](#) (212) 242-2022, x114

Technical: contact [Submittable Knowledgebase](#)

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CHAMBER MUSIC AMERICA, the national network of ensemble music professionals, was founded in 1977 to develop, strengthen, and support the chamber music community. With a membership of nearly 6,000, including musicians, ensembles, presenters, artists’ managers, educators, music businesses, and advocates of ensemble music, CMA welcomes members representing a wide range of musical styles and traditions. In addition to its funding programs, CMA provides its members with consulting services, access to instrument and other insurances, conferences, seminars, and several publications including *Chamber Music* magazine and the weekly e-newsletter, *Accent*. <http://www.chamber-music.org>

The mission of the **DORIS DUKE CHARITABLE FOUNDATION** is to improve the quality of people’s lives through grants supporting the performing arts, environmental conservation, medical research and child well-being, and through preservation of the cultural and environmental legacy of Doris Duke’s properties. <http://www.ddcf.org>

SAMPLE: MEMORANDUM OF UNDERSTANDING BETWEEN ENSEMBLE AND GUEST COMPOSER

(Date)

[Composer Name]
[Street Address] [City,
State, Zip]

Dear _____:

By signing this document, you confirm that you have agreed to serve as composer/ [and performer, if applicable] for the project [insert ensemble name] is proposing to Chamber Music America's 2017 *New Jazz Works* grant program.

The *New Jazz Works* composer's fee is \$9,000. If our proposal is accepted by Chamber Music America, we will be responsible for sending you the full amount for the completed work.

We understand that this is the only CMA commissioning grant request that you are participating in this year, and that you have completed all requirements for any previous CMA commissioning grants.

This memorandum of understanding confirms your intention to compose a new work for the ensemble if it receives a *New Jazz Works* grant, but it is not a contract or legally binding agreement.

For Ensemble (Signature):

(Print Name):

Date:

For Composer (Signature):

(Print Name):

Date: