

# Chamber Music America

## RESIDENCY PARTNERSHIP PROGRAM GUIDELINES

Grant Period: July 1, 2009 to June 30, 2010 (for short-term and extended projects)  
July 1, 2009 to June 30, 2012 (for multi-year projects)

Completed applications are due in CMA's offices by  
December 5, 2008, 5:00 P.M. Eastern Time (this is NOT a postmark deadline)

*This program is supported by JPMorgan Chase, the Doris Duke Charitable Foundation,  
and the Chamber Music America Endowment Fund.*

The Residency Partnership Program supports dynamic collaborations and partnerships among ensembles, presenters, and community-based organizations, with the goal of bringing live ensemble music to rural, urban, and suburban communities nationwide.

The Residency Partnership Program provides funding for projects that

- strengthen partnerships between ensembles and presenters;
- forge or expand partnerships with community organizations, such as libraries, hospitals, senior centers, schools, and other locally based groups;
- engage and develop new audiences for diverse chamber music styles—classical, jazz, contemporary, and world music—especially for underserved or under-engaged communities;
- increase audience awareness of and appreciation for a specific chamber music style through repeated exposure and imaginative approaches.

### WHO MAY APPLY?

To be eligible, applicants and program participants (Organizing and Performing Partners) must:

- be Organization-level members of Chamber Music America at the time of application (grant recipients must maintain their CMA membership for the duration of the grant period);
- be based in the United States;
- be United States citizens or legal U.S. residents;
- have no overdue final reports for any CMA grant programs;
- have no overdue financial obligation to CMA.

### Ensembles/Producing Organizations\* applying to the program:

- must be no larger than ten members and perform with one member per part;
- must have performed together professionally for a minimum of two years at the time of application;
- must have given a minimum of 10 public performances, using a minimum of three different programs in the two years prior to application;
- must, in the case of a duo, perform as two equal partners (rather than soloist and accompanist) and must consistently publicize themselves as a duo.

### Presenters/Festivals applying to the program:

- may apply with no more than one ensemble or core group of artists (the ensemble must meet the criteria listed in the "Ensembles applying to the program" section);
- must have produced a minimum of 10 concerts in the two years prior to application;
- must have tax-exempt status.

\* CMA defines a producing organization as one that produces and performs its own concerts.

Note: CMA membership is not required for Community Partners.

## PROJECT REQUIREMENTS

Projects must:

- take place in the United States;
- be designed collaboratively by the partners; and
- direct at least one-third of residency activities to a culturally underserved segment of the community, as defined by the applicant.

Activities must be:

- at least 45 minutes in length;
- performed by the full ensemble or the ensemble's core group of musicians.

Projects may include:

- workshops
- ensemble coaching sessions
- masterclasses
- lectures/demonstrations/performances (audience interaction and/or participation are required)

Applicants are encouraged to work with community partners that may be unfamiliar with chamber music. Repeat visits to the same audience are strongly encouraged.

If the residency activities involve school programs or coaching sessions, the ensemble carrying out the activities must demonstrate appropriate training or previous experience, as requested in section 2 of the application.

Duration of residency:

Short-term or extended projects may range from a minimum of three days to a maximum of one year (see chart on next page).

A multi-year residency, with projects requiring up to three years to complete, may be proposed in order to:

- create a long-term relationship with a community or a particular community partner;
- expand a residency over time and increase the number of communities that it serves;
- achieve a specific outcome that requires more than one year to accomplish.

NOTE: Applicants for multi-year residency projects must document prior residency experience in the proposal and their supplemental materials.

## RESIDENCY PARTNERS

Residency partners are defined as follows:

- **Organizing Partner**—
  - 1) may be an ensemble, presenter, producing organization or festival;
  - 2) coordinates the residency activities;
  - 3) if an ensemble, performs the residency activities.
- **Performing Partner**—ensemble that carries out the residency activities;
- **Community Partner**—a local entity, such as a library, hospital, school, community center, that hosts the residency and helps the Organizing Partner to reach first-time and/or existing audiences.

The Organizing Partner submits the application for the project. If the Organizing Partner is:

- an ensemble or producing organization, it must also apply as the Performing Partner and with a Community Partner(s);
- a presenter or festival, it must apply with an ensemble (Performing Partner) and with a Community Partner(s).

## GRANT AWARDS

Support will typically range from 50 to 80% of proposed costs, depending on the size of ensemble, number of residency events, and duration and scope of the project. Applications must state sources of support in addition to the amount requested from CMA. These may include contributions, other grants, earned income, in-kind donations, or an allocation from the organization's general operating funds. NOTE: Applications may be fully or partially funded.

### Throughout the United States:

Funding is available for residencies according to the categories listed below:

Duration	Minimum Requirements	Available Funding	Grant Cycle
Short-term	3 activities over a minimum of 3 days (need not be consecutive)	\$2,500 to \$6,000	July 1, 2009 to June 30, 2010
Extended	At least 10 activities taking place between a minimum of 1 month and a maximum of 1 year	\$5,000 to \$12,000	July 1, 2009 to June 30, 2010
Multi-year	At least 12 activities per year for up to 3 years; activities must occur in a minimum of 3 months (need not be consecutive) each grant year	Up to \$15,000 per each grant year	July 1, 2009 to June 30, 2012

### New York Metropolitan Area

Organizations with annual budgets under \$300,000 will be given priority consideration through the JPMorgan Chase Residency Re-Grant Program for projects taking place in the Tri-State Area counties listed below:

New York	Albany, Bronx, Broome (Binghamton), Chemung (portions), Erie (Buffalo), Kings, Madison, Monroe (Rochester), Nassau, New York, Niagara (Niagara Falls), Onondaga (Syracuse), Oneida (Rome and Utica), Ontario (central), Orange (Newburgh), Oswego, Putnam, Queens, Rensselaer (Troy), Richmond, Rockland, Saratoga, Schenectady, Suffolk, Tioga, Wayne (western), Westchester
New Jersey	Bergen, Essex (Newark), Hudson (Jersey City), Morris (eastern), Passaic, Union
Connecticut	Fairfield, Litchfield (portions), New Haven (Meriden, Milford, New Haven, Orange, West Haven)

### Guarneri String Quartet Residency

One residency project involving a string quartet will be chosen as the 2009 Guarneri String Quartet Residency, named in honor of the Quartet, and made possible through a generous gift from the Sewell Family Foundation.

### **This program will not fund:**

- faculty or staff salaries at chamber music camps or other training programs
- ensembles that are sub-sets of larger groups, such as symphony orchestras or big bands
- private or group instrument lessons
- activities in which the Performing Partner ensemble does not participate
- recording or commissioning projects
- closed rehearsals
- private or fundraising events
- fees to lecturers or non-musician guest artists

NOTE: This program does not provide sponsorship for concerts on an organization's series. It does, however, fund community-based performances that are part of a larger audience-building effort.

**Please note the following:**

- CMA will not accept more than one application from an ensemble, producing organization, presenter or festival. If an ensemble or producing organization is part of one application, it may not be part of any additional applications.
- Applicants for multi-year residency projects must have prior residency experience.
- Any grantee who is currently fulfilling a Residency Partnership Program grant and/or whose reports are outstanding may not apply until all program obligations have been fulfilled. This condition also applies to ensembles or producing organizations that are Performing Partners for current CMA residency grants.

**REVIEW CRITERIA AND SCORING**

Applications will be separated into two groups: classical/contemporary and jazz. Separate peer review panels will evaluate each group. The panels will not include CMA staff or Board members.

Panelists will evaluate applications according to the following criteria:

Project Quality (40% of score):

- appropriate match of activities to target audience;
- well-defined planning process among the partners;
- clearly stated plan and realistic timeline;
- method for attracting audiences to public presentations, if applicable;
- plan for evaluating the proposed project.

Multi-year funding (included in Project Quality score):

- organization's long-term goals;
- explanation of why multi-year funding is necessary to accomplish the organization's or the project's goals.

Partnership and Community Involvement (15%):

- commitment of all residency participants;
- efforts to create new community partnerships or deepen existing ones;
- plans for reaching underserved audiences.

Capacity (15%):

- human resources available to implement the proposed project;
- demonstrated organizational capacity to make the monetary match.

Artistic Quality (30%):

- CD demonstrating the performance level of the Performing Partner.

**REPORTING REQUIREMENTS**

Recipients of short-term and extended residency grants will submit a final report after the completion of their projects.

Multi-year residency grantees will submit reports on the following schedule:

Interim report due March 1 of each grant year;

Year-end reports due September 1 of each grant year;

Requests for renewal of funding are due with the yearly Interim report on March 1;

Final report due 60 days after the last grant year is over.

## PAYMENT SCHEDULE

Disbursement of grant funds will be made as follows:

Short-term and extended projects:	Multi-year projects:
50% thirty days prior to the first residency activity	50% thirty days prior to the first residency activity each grant year
50% after all reporting obligations to CMA are fulfilled	50% when each year-end report is received, or for the final year, after the final report is received.

## APPLICATION FORMS

The application form can be downloaded from the CMA website at [www.chamber-music.org](http://www.chamber-music.org). CMA does not accept handwritten, faxed, or e-mailed applications.

## CONSULTING SUPPORT

CMA is committed to helping members present themselves well to the review panel. Members may call to schedule a consultation with CMA program staff for assistance during the application process.

## AWARD NOTIFICATION

March 2009

## STAFF CONTACT

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Chamber Music America, the national service organization for the ensemble music profession, was founded in 1977 to promote artistic excellence and the economic stability of the field, and to ensure that chamber music, in its broadest sense, is a vital part of American life. With a membership of over 8,000—including ensembles, individual musicians, presenters, artists' managers, educators, music businesses, and advocates of ensemble music—CMA welcomes and represents a wide range of musical styles and traditions. In addition to its funding programs, CMA provides its members with consulting services, access to health and instrument insurance, conferences, seminars and several publications, including *Chamber Music* magazine, and a website, [www.chamber-music.org](http://www.chamber-music.org).