

Cohen/Grappell Recording Endowment

Grant Application Rules and Guidelines

June 30, 2010

Eligibility

The Cohen/Grappell Recording Endowment provides a Grant of up to \$5,000.00 for recording an autoharp CD. Any autoharp player(s) or Group featuring the autoharp, that has not previously produced an autoharp featured recording, is eligible to apply for the Grant. An Applicant who has previously participated in a recording project with the autoharp in a minor role or a recording viewed as insignificant due to the age or limited availability of the recording, may still be considered eligible at the discretion of the Endowment Committee. Any additional autoharp players performing in this project must assume a minor role and otherwise satisfy these same eligibility rules.

Recording Project

The Recording Project will be one professionally recorded CD including at least 12 cuts or 50 minutes of music. At least 500 copies of the CD will be made. The Recipient will have one year from the date of the Award notice to finish the Project. Any genre or style of music is eligible. The autoharp must be featured on at least 75% of the CD. Vocals and other instrumentation are eligible and encouraged.

The Endowment Grant can be used for all phases of the recording process. The Endowment will make larger payments directly to professional and reputable Vendors and incidental expenses will be paid to the Recipient by submitted Expense Voucher.

Licensing fees will be eligible for Endowment funding, but it is the Recipient's responsibility to obtain the proper licenses where required. Neither MLAG nor the Endowment Committee will bear any responsibility for failure to properly license any copyrighted material.

The Committee may withhold or terminate any further payments if it deems that the recording milestones are not being acceptably met. If the CD project is not completed by the next MLAG, the Endowment Committee shall have the option to terminate any further payments and to require that the outstanding amount already paid out be returned to the Endowment Fund.

Project Selection Criteria

Each year, the Endowment Committee will consider awarding a Recording Project Grant from the Applications submitted. Applications not selected may be re-submitted for consideration in the following year. Of the current Applications, the Endowment Committee will decide who, if anyone, should receive the Award, based primarily on the Project that shows the most potential for showcasing the technical mastery and the musical artistry of the autoharp. While the most scrutiny will be given to the autoharp performance, technical and artistic criteria will also be applied to all elements of the CD Project. For the Endowment Committee to make a fair and informed Award decision, it is in the best interest of the Applicant to provide as much detail as possible to reflect the full concept of their Project.

While financial need is not a condition of Eligibility, an Applicant's resources (or lack of resources) may be considered by the Endowment Committee when deciding between two otherwise equal Projects.

By accepting the Grant Award, the Recipient agrees to the rules and conditions of the Recording Endowment.

Application

1. Your name, address, phone number and email address.
2. Please provide us with a demo CD, MP3 or cassette tape with at least two cuts of your autoharp music. This does not have to be a professionally recorded sample. Please indicate what we are hearing on the sample and if it is part of your Project concept. (Sample recordings become the property of MLAG.)
3. Describe each recording project in which you have been involved.
4. How long have you been playing the autoharp and how much performing do you do? Please include a Performers Bio if you have one.
5. Briefly explain how this Grant would impact you financially. Will you have some financial resources from you or others to contribute to this Project?
6. In as much detail as possible, describe the recording project that you have in mind. Please answer such question as, but not limited to: How much will the autoharp be used as a solo or lead instrument? What genre of music? Who is your target audience? What other instruments will you use? What songs will you use? Will you use original material? Does your Project have cultural or historical significance? Will your Project be unique in any way?

Note: It is understood that some details of the Project concept can change during the recording process, but the Recipient should be aware that if the original concept changes too much, it can be re-evaluated by the Endowment Committee and denied further funding.

7. Provide an estimated budget for your Project using the Budget Form provided below.

8. List the names, and provide references if available, for the technical and artistic resources (e.g. recording studio, graphic artist, session musicians) that you expect you will be using and are known to you at this time.

	Projected \$
Studio recording time: ___ hours @ \$_____	_____
Studio editing/mixing time: ___ hours @ \$_____	_____
Studio mastering time: ___ hours @ \$_____	_____
Session musician fees	_____
Reasonable travel expenses	_____
Graphic design and artwork/photography	_____
CD Duplication: 500 CDS @ \$_____	_____
Licensing Mechanicals: ___ cuts @ \$_____ x 500 plus processing fee	_____
Advertisement in Autoharp Quarterly/MLAG website	_____
Miscellaneous expenses: (please specify)	_____
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Total Budget for Project	_____
Amount I am prepared to contribute:	_____
Amount requested from the Cohen/Grappell Recording Endowment	_____