



The Piano Scheme 2018

supported by Jeffers Pianos, in association with Galway Jazz Festival and Music Network

Guidelines for Applicants

1. Aims and objectives

The aim of this scheme is to provide access to concert standard pianos for professional musicians resident in Ireland and working in jazz/improvised music, for public performances throughout the country.

Its objectives are to:

- Facilitate increased employment opportunities, and promote fair remuneration, for Ireland-resident musicians
- Increase regional access¹ to live jazz/improvised music performance for audiences
- Develop the range of promoters programming jazz/improvised music throughout Ireland.

2. Eligibility

Who can apply?

- Musicians and groups working in jazz/improvised music
- Artists of a professional performing standard, as recognised by their peers
- Applicants resident in the Republic of Ireland. Featured ensembles may also include international musicians, but the lead applicant must be Ireland-resident in order to be eligible for this scheme. Residency is based upon the Revenue Commissioners' definition of the term²
- Promoters and agents acting on behalf of the above musicians/groups.

What types of projects are eligible?

This award is only open to musicians/ensembles giving public performances throughout the RoI. Private concerts/ functions and fundraising events cannot be supported under this scheme.

Eligible projects include:

- Individual concerts
- Concert series in one or more venues
- Multi-disciplinary projects involving live music performance as a key structural/thematic element
- Collaborative projects with international musicians.

¹ Priority will be given to performances taking place outside the greater Dublin area.

² A person is resident for Irish tax purposes if they spend 183 days in Ireland or 280 days over two years - ie. current and preceding tax year, minimum 30 days in each year. Residents will have a valid PPS number. Please visit www.revenue.ie for additional information.

What types of promoter can be targeted?

- Local authorities
- Music venues
- Arts centres/venues
- Festivals
- Community/voluntary groups

Musicians who wish to undertake the staging and promotion of their own project are also welcome to apply. **NB:** In all cases, it is essential to outline how appropriate professional fees and expenses will be paid to musicians. As per our aim to promote fair remuneration for musicians, please note that **it is mandatory to have musician fee guarantees, at sufficient level, in place for all projects.**

What does the Scheme cover?

Supply, delivery, set-up and tuning of one of the below choice of pianos, subject to availability on your chosen date(s):

- Yamaha C3 model
- Yamaha U1 model
- Steinway model B
- Steinway model D
- Steinway model M, 1934 (suitable for prepared piano works)

Awards are intended primarily to assist in securing concert bookings by reducing the financial burden on promoters, on the basis of payment of appropriate professional fees and expenses to awardees.

How often can a musician/ensemble apply?

There is no restriction on the number of applications a musician or ensemble can make in any one year. However, applicants should note that we aim to ensure an even spread of opportunity to a range of musicians, and that applications will be considered in terms of how they fit into an overall national picture of music access.

In 2018, 10 piano hire subsidies will be made available and applications will be received on a rolling basis. Applications received by the last working day of each month will be processed during the following month, ensuring the scheme is as responsive to upcoming opportunities for musicians as possible.

When should I apply?

You must allow a minimum of 8 weeks between your concert date and the last working day of the month that your application has been submitted.

3. Developing a project

Music Network recommends that applicant musicians/ensembles undertake the following steps to assist them in preparing an application for The Piano Scheme.

Artistic planning

The musician's proposal to the promoter should take into account the promoter/venue's programming history, and the needs of their audience. Prior to approaching promoters, musicians should have developed their project idea to a point whereby they are able to articulate this clearly, for example:

- The proposed timeframe of the project
- Details of the musicians involved
- The proposed duration and nature of the performance
- Sound and lighting requirements
- The projected budget.

Please note:

A Promoter/Venue Manager should be made aware that any **bookings which are dependent on a successful application to this Scheme are provisional only** and can only be confirmed with results obtained after the Scheme's adjudication. **Music Network therefore recommends that applications to The Piano Scheme be made well in advance of any proposed performance(s). Applications may be made up to a year in advance of the commencement of the proposed project.**

Liaison with promoters

- Musicians/ensembles should research appropriate promoters/venues for their project (taking into account venue size, staging, usual programming, etc.)
- They should then initiate discussions with their targeted promoter(s) in terms of:
 - suitability of proposed performance within the venue and its programming
 - possible performance dates
 - technical requirements
 - target audience(s) and PR & marketing plans for reaching them.
- Musicians should obtain written agreement **in principle** from the promoter or venue, for inclusion with their application, using the template provided. **N.B. It is mandatory to have musician fee guarantees, at sufficient level, in place for all projects.**

4. Application procedures

Applicants should submit their application to Music Network by email. All of the following must be supplied, in order for an application to be considered eligible:

- Completed application form
- Written agreement with promoter(s) for proposed performance(s) (template provided) - please note that it is an essential requirement to complete all sections of this agreement
- Proposed programme for performance(s)
- Biography for each musician involved in the project
- Links to 3 sample tracks (via dropbox, soundcloud or youtube): while professional standard recordings are not essential, these should reflect the artistic quality of the artist/ensemble, and ideally the artistic concept proposed.

Additional supporting documentation may be provided at the discretion of the applicant, such as:

- Publicity Photographs
- Selected press reviews of the featured musician or ensemble.

Application deadlines

Applications will be received on a rolling basis. Results will be communicated each following month. **N.B. you must allow a minimum of 8 weeks between your concert date and the last working day of the month that your application has been submitted.**

5. Selection procedure and criteria

A panel will consider applications received monthly, and make decisions regarding award allocations.

Key selection criteria include:

- Artistic quality/track record of applicant musician/ensemble or demonstrated artistic potential, including peer recognition/standing
- Artistic quality and audience appeal of proposal/proposed programme

- Evidence of partnership approach to planning/realizing the project with promoter(s) or in the case of self-promoted gigs, evidence of a well-planned approach including confirmation of financial/other terms agreed with the venue, target audience and PR and marketing plans

Please note:

All applications for awards are assessed in the context of other applications received, and the number of piano subsidies available. Because of the competitive nature of the scheme and dependent on the number of applicants, it may not be possible to make an award to all eligible, good quality applications. Eligibility and compliance with criteria for assessment alone do not guarantee the allocation of an award.

Notification of funding decisions

Music Network aims to inform applicants about decisions during the month following that in which applications are received.

Feedback

Feedback is readily available upon request where an application has been unsuccessful, for 4 weeks following communication of results. To request feedback, email the Operations Administrator on operations@musicnetwork.ie stating the title of your project and contact details.

6. Piano supply procedures and conditions

- Successful applicants will be informed in writing of the panel's decision, and requested to confirm acceptance in writing, together with emailed/written confirmation from participating promoter(s) regarding their agreement to participate in the delivery of the project.
- Upon receipt of these documents, Galway Jazz Festival will liaise with awardees directly on requirements and agree delivery dates and set-up/tuning times, rehearsal requirements etc.
- **Please note:** Piano provision is for ground floor venues only and for single day usage.
- Post-concert feedback and marketing materials bearing required acknowledgements (see point 7. below) must be provided to Music Network (template will be supplied).

Timeframe:

Any projects not completed within **2 months** of the dates specified within the application will be deemed to have lapsed (unless written notification of a change of timeframe has been submitted to, and agreed with, Music Network within this 2 month period) and the relevant piano subsidy will be reallocated.

7. Implementation of projects/delivery of scheme

Once an award has been granted to a successful applicant, it is expected that the artist/ensemble and promoter(s)/venue(s) will work together to see the project through to a successful conclusion, adhering as closely as possible to the parameters outlined in the application. However, **any substantive change to the artistic concept, musician line-up and/or programme to those presented in the application must be communicated to Music Network well in advance of the project's commencement.**

PR, Marketing and Publicity

Musicians and promoters are expected to work together to generate PR around the event. A promoter will require the following:

- Biographical material
- High resolution colour photographs in digital format
- Programme information
- CD recordings from the musician/ensemble.

This information will be required well in advance of the event (a minimum of 6 weeks). In turn, it is reasonable for musicians to expect promoters to take responsibility for distribution of press releases and publicity tools to the local media in their area, with a view to gaining local press and radio coverage. It is also reasonable to expect promoters to undertake responsibility for putting up posters and distributing fliers locally.

Music Network and Galway Jazz Festival will also promote your concert(s) on their Facebook and Twitter pages.

All publicity materials (posters, fliers, programmes, press releases, promoters' season brochures, websites, e-newsletters etc.) **must** carry the following line of acknowledgement:

"Supported by Jeffers Pianos, in association with Galway Jazz Festival and Music Network"

Finally, promotional materials must carry the following logos: Jeffers Pianos, Galway Jazz Festival, Music Network and The Arts Council, which Music Network will provide to awardees.

For further information on The Piano Scheme, please contact:

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