

TŶ CERDD

tynnu sylw'r byd at Gerddoriaeth Cymru
promoting the Music of Wales to the world

www.tycerdd.org

**Tŷ Cerdd Funding for Music in Wales
For use in Wales only**

Guidelines

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Definitions:

A *Welsh composer* is defined, for the purposes of this document, as one living or working in Wales. A composer born in Wales and living abroad is also eligible for project support if that project is to be delivered in Wales.

Music is defined as Classical Contemporary Music. This could be vocal, choral, orchestral, instrumental, electroacoustic, film music, opera and music theatre. Classical music written in Wales over the last 150 years also comes into focus within the schemes.

Application form:

Please do not alter this application form in any way other than by filling in the details requested. Any changes to the format will disqualify the application.

Copies of the Tŷ Cerdd Funding for Music in Wales guidelines and application form are available from:

Tŷ Cerdd website: www.tycerdd.org
Email: enquiries@tycerdd.org
Phone: 02920 635640

Accessibility

Please contact us to discuss any particular communications needs you may have.

Our equality principles

Promoting accessibility; valuing cultural diversity; promoting participation; promoting equality of opportunity; promoting inclusive communities; reducing disadvantage and exclusion.

Our mission is:

To promote the music of Wales in all its variety to every community.

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TŶ Cerdd Funding for Music in Wales Guidelines

Part one: Important information to check before you start your application

1. Make sure that you have read the scheme summaries in part 2. These describe what activities you can use our grants for and how we will assess your application.
2. Make sure that you have answered every question and check your application before you send it to us. You can send it by post or by email.

Email to: enquiries@tycerdd.org

Post to: TŶ Cerdd Funding for Music in Wales
TŶ Cerdd – Music Centre Wales
Wales Millennium Centre
Cardiff
CF10 5AL

3. Deadlines for applications are indicated on the scheme summaries – with exact dates updated on our website; please ensure that your applications reach TŶ Cerdd by the closing date. **It is important that if you are making applications to more than one scheme, you fill in an application form for each one. NB: if you intend to make multiple applications within one funding round, please contact us to establish which schemes can be applied for concurrently.**
4. TŶ Cerdd staff will be pleased to help you with your application. If you have a question please call 029 2063 5640 or email enquiries@tycerdd.org

Part two: What's it all about?

TŶ Cerdd Funding for Music in Wales aims to help communities use music to enhance their society activities and to promote musical activity in all parts of Wales.

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We are introducing five schemes for applications from organisations.

1. Composer in Residence

- We are encouraging communities to invest in, and enjoy the excitement of, new music. We have created a fund to enable composers to work with organisations in their communities to create new work. We aim to support the creation of new music through enabling composer residences in performing groups of all sorts (music, theatre, dance) across Wales.
- We are offering residencies for organisations, ensembles and societies to work in partnership with a Welsh composer (or a composer living and working in Wales). The project must be completed within 12-month period and must achieve a performance of a new work.
- A sum of between £500 and £2000 will be made available to support each of the five residencies. Please note that at least 10% of your total costs must be from sources that are not Lottery, and this must be shown in your budget.
- Successful organisations will work closely with their composer in workshops, rehearsals and performances over this period to produce new music.
- Quarterly update reports will enable us to monitor the progress of your project.
- Applicants are required to submit with their application the name and CV of the chosen composer, together with examples of music (these can be written or audio material).
- The nature of the project should be outlined clearly and your chosen composer should be committed and persuasive about the nature of the project. Include in your application details of the new composition. These should include:
 - Vision
 - Duration
 - Instrumentation
 - Who will perform the new work
 - Date and venue of the first performance
- We are particularly looking for ideas which will encompass some, if not all, of these ambitions. You should aim to:
 - promote the creation of new music
 - reach out to a wide audience
 - involve a young generation of performers in the creation of new music
 - reach out to the community where the project is taking place
 - include one or more performances of the new music
- Two rounds of applications will be invited each year, with deadlines in April and October. Actual dates and times are published on our website www.tycerdd.org

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2. New Music Commissions

- Tŷ Cerdd plays a central role in the commissioning of music and we are inviting applications for the creation of new music from organisations in Wales.
- We are committed to supporting all musical performers to enjoy the challenges of new music and to help create art that expands traditional models.
- We are looking for exciting and innovative ideas and projects which will enable the creation and promotion of new Welsh music.
- Please demonstrate in your application why you have chosen a particular Welsh composer (one who was born in Wales or is now living and working in Wales). Your application must include the following details:
 - Vision
 - Duration
 - Instrumentation
 - Who will perform the new work
 - Date and venue of the first performance
- We will make a contribution of up to £2000 for the commission. The sum that we award can be up to 50% of the commissioning costs.
- Applicants are therefore encouraged to develop a wide partnership in order to supplement any potential Lottery funding given by Tŷ Cerdd.
- The project must be completed within a 12-month period and must achieve a performance of a new work.
- Two rounds of applications are being invited each year, with deadlines in April and October. Actual dates and times will be published on our website www.tycerdd.org

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3. Youth Fund

- Tŷ Cerdd recognises the fundamental importance of young people becoming involved in music making. The future of music in Wales depends upon this.
- If required we are ready to work with, and to help, organisations identify significant and innovative projects which engage with young people. Our aim is to create new and exciting ventures to encourage participation and to inspire an understanding of the art form.
- We define youth as up to the age of 25.
- Successful applications will be for projects that place an emphasis on Welsh music, feature the inclusion of emerging talent, pioneering ideas, a wide audience reach, and will leave a strong legacy.
- Applicants are encouraged to develop wide partnerships in order to help supplement any potential Lottery funding given by Tŷ Cerdd.
- A sum of between £500 and £2000 will be made available to support youth projects. Please note that at least 10% of your total costs must be from sources that are not Lottery, and this must be shown in your budget.
- Each project must be completed within 12 months of the date the award is made.
- Four rounds of applications are being invited each year with deadlines in April, July, October and January. Actual dates and times will be published on our website www.tycerdd.org

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Programming Welsh Music

- TŶ Cerdd encourages the imaginative inclusion of Welsh music in concerts, and a sum of between £500 and £1000 will be made available to support programming.
- Successful applicants to this fund will ensure that significant amounts of music by Welsh composers are programmed in their concerts.
- It should be noted that a creative and imaginative approach will be prioritised in this process.
- TŶ Cerdd Library is available for perusal of Welsh repertoire, and we can provide advice and expertise; please notify ahead of any prospective visit (enquiries@tycerdd.org).
- Four rounds of applications are invited each year, with deadlines in April, July, October and January. Actual dates and times will be published on our website www.tycerdd.org

4. Support for Music in Communities

- TŶ Cerdd is keen to continue its support for music in communities throughout Wales. This could, for example, be to allow choral groups of all sizes, or instrumental ensembles of all kinds, to realise concerts and projects.
- We want to encourage music-making in the community as a way of promoting cohesion, inclusivity, health and well-being, and creating new musical experiences for all generations.
- We will look to support collaborative ventures between organisations and showcase performances with this fund.
- This fund may also be used to promote workshops associated with performances.
- A sum of between £250 and £500 will be made available to support your music-making.
- Four rounds of applications are invited each year, with deadlines in April, July, October and January. Actual dates and times will be published on our website www.tycerdd.org

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Part three: Who can apply?

You can apply if your organisation is a:

- voluntary or community organization (including if you are a registered charity or company, or a social enterprise) with a written governing document, including music/arts within the objects of the organization, and at least three unrelated people on your governing body.

We won't accept applications from:

- individuals and sole traders
- profit making organisations (for example a company limited by shares)
- organisations based outside the UK
- applications made by one organization on behalf of another.

Part four: What can you apply for?

These funds are designed to help you with your project costs for up to 12 months from the date of the award. This includes activities such as workshops and commissions which form part of a larger project. You may be able to apply to Tŷ Cerdd for **Funding for Music in Wales** and another Lottery funding programme for the same project as long as you do not ask for the same activities to be funded in both applications.

There are some things that we can't pay for and these include:

- activities that are statutory obligations or will replace statutory funding, including activities on the curriculum in schools or that take place during curriculum hours.
- anything that you start spending money on before we confirm our funding.
- any capital expenditure.
- any project which benefits just one person.
- activities which take place outside Wales.
- applications that are exclusively to fund travel costs.
- existing staff costs. We can pay for individuals to deliver short term activities.
- religious or political activities.
- organisational overheads (for example utility bills, council tax, rent and insurance).
- VAT.

Part five: How will we assess your application?

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When we assess your application we'll consider:

- how your project will make a difference to people and communities.
- how your project will impact on music in Wales.
- how creative your approach is to programming Welsh music.
- how your project plans to reach the widest possible constituency.
- how realistic your budgets are and how strong your collaborations seem.
- the creative team that will help to realise your project.
- the letters of support you supply: their indication of demand for your project, as well as their confirmation of key partnerships / collaborators in your project.

What happens then?

- Please make sure that your planned activity will not begin with two months of the application deadline. This will give us time to assess what you are proposing, tell you of our decision and begin paying your grant if you are successful. No expenditure should be incurred until an offer letter is received. We cannot pay retrospective costs.
- We'll let you know our decision with 5 weeks of receiving a complete application
- If we offer you funding we'll send a conditional grant offer in the post to the address of the legally responsible person provided in Question 3. This has to be signed and returned to us within 28 days of the date of our letter.
- We'll also need you to return with this acceptance a copy of your organisation's constitution and a copy of your latest bank statement.
- We'll also send you by email a bank details form in order to note the details of the account you wish us to pay any funding into, which should be emailed back to us.
- We'll check that we've got everything from you and that it's all OK, then we will let you know the funding is granted and that the project can begin.
- If your application is unsuccessful we'll tell you why. You should only apply again for the same project if you can make a much stronger case.
- Please keep all original receipts or invoices relating to the project as we may ask to see them at any time. If these are not available as requested we may ask for repayment of all or part of your award.

When you come to the end of your project we'll send you a short form to complete to tell us what you've achieved. This is your *completion report*. If you do not return this you will be in breach of the terms and conditions of the grant, and we may require repayment of all or part of your award. We will not fund organisations that have previously had a grant from us which has not been managed satisfactorily.