

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

We're here:

- ***to bring the music of Wales to audiences across our nation.***
- ***to protect the legacy of Welsh music of the past, and to nurture Welsh music of now and the future.***
- ***to support professionals and non-professionals, performers and audiences, to perform, compose and experience Welsh music.***

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Tŷ Cerdd Funding for Music in Wales Guidelines

Part 1: Information for Applicants

1. Please ensure that you have read the scheme summaries in Part 2 of this document. These describe how you can use our grants and how we will assess your application.
2. Details of funding available, along with 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. 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.**
3. Each application must be accompanied by a balanced Income and Expenditure budget. We need you to provide as much detail as possible, so budget lines could include (as appropriate), creative fees, production costs, marketing, travel, administration costs, hire charges, ticket income, match funding, in-kind support. Only include VAT if you cannot recover it from HMRC.
4. At least two letters of support must be provided to endorse each application, including written confirmation from any project partners.
5. 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
6. Make sure that you have answered every question and checked over 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
Wales Millennium Centre
Cardiff CF10 5AL

Part 2: The Schemes

Five separate schemes are open for applications from organisations.

1. Composer in Residence – up to £2,000

- We encourage 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 with 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.
- 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 projects which will meet some, if not all, of these priorities:
 - promoting the creation of new music
 - reaching out to a wide audience
 - involving a young generation of performers
 - reaching out to the community where the project is taking place
 - including one or more performances of the new music
 - demonstrating a legacy for the new composition
- 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 – up to £2,000

- 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 that 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
 - name and CV of the chosen composer, together with examples of music (these can be written or audio material)
 - duration
 - instrumentation
 - who will perform the new work
 - date and venue of the first performance
- 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. The sum that we award can be up to 50% of the commissioning costs; applicants are therefore encouraged to develop partnerships in order to supplement any potential Lottery funding given by Tŷ Cerdd.
- The project must achieve at least one performance of a new work. The panel will give priority to projects that demonstrate legacy for the new composition.
- The project must be completed within a 12-month period. Project activity should be planned to begin at least two months after application deadline. No expenditure should be incurred until after an offer letter is received; we cannot pay retrospective costs.
- 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 – up to £2,000

- We recognise the fundamental importance of young people's involvement in music making. Our aim is to support 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 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.
- 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.
- The project must be completed within a 12-month period. Project activity should be planned to begin at least two months after application deadline. No expenditure should be incurred until after an offer letter is received; we cannot pay retrospective costs.
- Four rounds of applications are invited each year, with deadlines in April, July, October and January. Actual dates and times are published on our website www.tycerdd.org

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4. Programming Welsh Music – up to £1,000

- This scheme aims to promote the performance of Welsh music to audiences across the nation – from works that form our rich musical heritage, to music written by composers currently living and working in Wales.
- Successful applicants to this fund will ensure that significant amounts of music by Welsh composers are programmed in their concerts.
- A creative and imaginative approach to programming will be prioritised in this process.
- Tŷ Cerdd's staff can provide advice and expertise in this area, and our Library is available for perusal/research of Welsh repertoire.
- 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.
- The project must be completed within a 12-month period. Project activity should be planned to begin at least two months after application deadline. No expenditure should be incurred until after an offer letter is received; we cannot pay retrospective costs.
- Four rounds of applications are invited each year, with deadlines in April, July, October and January. Actual dates and times are published on our website www.tycerdd.org

5. Music in Communities – up to £500

- Tŷ Cerdd is committed to supporting music-making in communities throughout Wales – from concerts by choirs and community orchestras, to participatory projects and workshop activity.
- 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 are keen to support collaborative ventures between organisations with this fund.
- 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.
- The project must be completed within a 12-month period. Project activity should be planned to begin at least two months after application deadline. No expenditure should be incurred until after an offer letter is received; we cannot pay retrospective costs.
- Four rounds of applications are invited each year, with deadlines in April, July, October and January. Actual dates and times are published on our website www.tycerdd.org

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Part 3: who can apply?

You can apply if you are a voluntary or community organisation (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 organisation, 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 organisation on behalf of another.

Part 4: what can you apply for?

These funds are designed to help you with your costs for up to 12 months from the start of your project. You may be able to apply to Tŷ Cerdd for **Funding for Music in Wales** and another Lottery funding programme (eg Arts Council of Wales) for the same project as long as you do not ask for the same activities to be funded in both applications. If you intend to make multiple applications to the Tŷ Cerdd schemes within one funding round, please contact us to establish which schemes can be applied for concurrently.

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).
- recoverable VAT.

Part 5: how will we assess your application?

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 your project plans to reach the widest possible constituency.
- how realistic your budgets are and the match funding they demonstrate.
- 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?

- We'll let you know our decision with five weeks of application deadline.
- If we offer you funding we'll send a conditional grant offer to the address of the legally responsible contact. This has to be signed and returned to us within 28 days of the date of our letter.
- We'll also send you by email a form on which to complete the bank details of the account you wish us to pay any funding into.
- 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.

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Notes:

Definitions

A *Welsh composer* is defined, for the purposes of this scheme, as one who has been living or working in Wales for a minimum of 12 months. A composer born in Wales and living abroad is also eligible for project support if that project is to be delivered in Wales.

Youth is defined as up to the age of 25.

Application form

The Tŷ Cerdd Funding for Music in Wales application form is 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.

Equality principles

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