



## 2017 Music Grant Guidelines Supporting Creativity in Sonoma County

**Online Application Opens:** Monday, May 15, 2017  
**Deadline to apply:** Friday, June 30, 2017 11:59pm PST  
**Awards announced:** Monday, July 31, 2017  
**Funding period:** August 2017-July 2018

**Applicant Q&A Sessions (Optional):** Tuesday, June 6, 2017  
12:00-1:30pm OR 5:30-7:00pm  
141 Stony Circle, Suite 110, Santa Rosa, CA, or  
Dial in at 707.565.8996 (no code necessary)

### Questions?

Email: Samantha Kimpel, [Samantha.kimpel@sonoma-county.org](mailto:Samantha.kimpel@sonoma-county.org),  
or Gloria Rubio, [Gloria.rubio@sonoma-county.org](mailto:Gloria.rubio@sonoma-county.org)



# 2017 NEXT LEVEL GRANTS

## GUIDELINES

### CREATIVE SONOMA MISSION

To support and advance the creative community of Sonoma County.

#### Next Level Program Goals

- To build the capacity of Sonoma County musicians who have demonstrated readiness to take their career to a new level
- To recognize artistic excellence
- To cultivate public awareness and appreciation of the role of creativity in our community

#### Eligibility Criteria

To be eligible to apply, applicants must:

- Be residents of Sonoma County
- Be at least 21 years old
- Have a demonstrated track record in music as evidenced in the application materials
- Be able to complete the funded project within one year of the grant award

The following are not eligible to apply:

- Projects executed before grants are awarded
- Staff of the Economic Development Board or its Board of Directors
- Sonoma County government departments, boards, or programs

Next Level Grants do not require a grantee match.

#### Review Criteria

The following criteria will be used to evaluate each application:

- Artistic excellence
- Capacity to administer and implement the project
- Anticipated impact of proposed activity on the applicant's professional capacity and growth
- Demonstrated commitment of applicant to advancing his/her career
- Completeness and clarity of application

#### Grant Awards

- Grantees will receive the following cash and services:
  - \$2,500 cash grant
  - 10 hours of one-on-one consulting time with professional experts in areas that align with the applicant's grant activity request

#### Restrictions

Grant dollars may be used only for expenses directly related to the proposed project. These funds are not transferable to other organizations or individuals. As much as possible, funded projects must be executed as described in the grant application. Applicants should inform Creative Sonoma of any significant project or schedule changes. Unused funds or funds not used in accordance with the grant agreement must be returned to Creative Sonoma. Grantees will be required to sign a Letter of Agreement with the County of Sonoma for the award of funds.

## Grantee Responsibilities

- Attend a mandatory training session, coordinated by Creative Sonoma, in Summer 2017
- Attend up to 4 meetings with all grantees to share updates, challenges, progress reports
- Recognize Creative Sonoma in printed and promotional materials
- Provide 6 complimentary tickets to events supported by the grant (if any)
- Submit a final report at the completion of the grant period
- Retain financial records for the funded project in the event that they are required for an audit

## How to Apply

- Review this Guideline document, along with the Application Help Tool, both available at [www.creativesonoma.org/next-level-grants-for-musicians](http://www.creativesonoma.org/next-level-grants-for-musicians) (available by May 15).
- Consider registering for and attending one of the optional grant Q&A sessions (in person or via phone) on Tuesday, June 6, 2017, at either 12:00-1:30 or 5:30-7:00pm, at Creative Sonoma office, 141 Stony Circle, Suite 110, Santa Rosa.
- Prepare your Required Attachments (see below) for upload based on the specifications listed.
- Go to [creativesonoma.submittable.com/submit](http://creativesonoma.submittable.com/submit) and complete the Next Level Music Grant application. If you do not have access to the internet, please call 707.565-.6121.

## Application Support Materials

Please upload the following materials with your online application.

- Work samples, which serve as the key indication of the artistic excellence of the musician/group, so please submit clips you believe show you in your best light.
  - Total of three videos (MP4, MOV, WMV, AVI, M4V) and/or audio tracks (MP3, WAV, AIFF, WMA, M4A)
- Individual bio and/or group bio to show the experience of the applicant(s) – 1 page
  - If this information is contained in your bio for your EPK (electronic press kit), you may provide that bio.
- Two outside letters of support that help demonstrate you/your group's commitment to your music goals – 1 page each
- Optional: Up to 5 pages of additional documentation (i.e., press clippings, flyers, etc.) – to give a view into the effectiveness of your marketing activities

## Deadlines

May 15, 2017	Applications Available Online
June 6, 2017	Applicant Q&A Sessions (Optional) 141 Stony Circle, Suite 110, Santa Rosa <i>Or dial in at: 707.565.8996 (no code necessary)</i>
June 30, 2017	Application Deadline 11:59pm PST
July 31, 2017	Grant Awards Announced

## Grant Award Notice, Payments and Final Report

Grantees will receive an electronic grant award notification packet which will include a grant contract and a Final Report form. The contract must be completed and signed in order to receive payment. The Final Report document will ask Grantee to document the results and outcomes of the project

and is required to be submitted no later than 30 days following completion of the project. Future funding from Creative Sonoma will not be provided to any grantee who has not completed a Final Report. A payment schedule will be created for grantees based on the description and timeline of the project.

### **Questions**

Please send questions to Samantha Kimpel, [Samantha.kimpel@sonoma-county.org](mailto:Samantha.kimpel@sonoma-county.org), or Gloria Rubio, [Gloria.rubio@sonoma-county.org](mailto:Gloria.rubio@sonoma-county.org).

### **Public Records**

Creative Sonoma keeps information submitted as part of grant applications confidential unless disclosure is required by law.

### **Statement of Non-Discrimination**

Creative Sonoma is committed to providing services and making resources available to every resident of Sonoma county without regard to ethnicity, color, creed, religion, age, gender, gender identity and expression, sexual orientation, military status, marital status, political opinion, national origin, familial status, mental and physical disability, or source of income.

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