

The goal of the CMSA Grant Program is to further our mission to promote and support the art of classical mandolin playing in North America. The program is currently budgeted to award up to \$3,000 in total in grants per calendar year.

CMSA members in good standing are eligible to submit grant proposals. We are eager to attract strong, worthwhile proposals and encourage people to be creative! If you have an idea for a project and are not sure if it is suitable for a CMSA grant, please use the website contact form at <https://classicalmandolinsociety.org/contact/>.

Proposals will be assessed on the following criteria:

- The extent to which the project advances the mission of CMSA
- The quality of the project description
- A carefully prepared and well-justified budget

Examples of projects that CMSA would consider funding (not an exhaustive list)

- A proposal to subsidize the purchase of mandolin family and related (e.g. guitar, bass) instruments for a new or established youth ensemble
- A proposal to subsidize start-up costs (e.g. purchase of sheet music or a necessary instrument) for a new adult mandolin orchestra
- A proposal to subsidize an educational outreach program, with the aim of recruiting new players of mandolin-family and related instruments, in a local community
- A proposal to subsidize expenses of acquiring and distributing instructional material for mandolin-family and related instruments to a new or established youth ensemble or adult mandolin orchestra, or a local school program
- A proposal to subsidize expenses associated with a visit by a recognized instructor of a mandolin-family or related instrument to a new or established youth ensemble or adult mandolin orchestra, with the aim of improving playing skills and/or recruiting new players
- A proposal to subsidize expenses associated with the preservation and distribution of historically important mandolin music to CMSA members not otherwise available through our website or other sources, subject to US copyright law
- A proposal to subsidize expenses (e.g. travel to an archive or library, manuscript copying costs, required journal submission or publication fees) associated with a scholarly research project on classical mandolin in North America
- A proposal to subsidize travel of an individual or group to an international conference or festival as a delegated representative of CMSA

*Please note that CMSA does not grant funds for salary or for routine support of individual or orchestra operating cost.*

Grant proposals must be submitted by August 1 to be considered for a given year's cycle. Proposals will be reviewed by the CMSA Board of Directors and voted on at its annual meeting. Approved awards will be disbursed on or about January 1 of the following calendar year.

Final Report: If the grant is awarded, the grantee is expected to submit a brief final report no longer than one page (single space) to CMSA no later than 90 days after the end of the grant period. Please use Microsoft Word or pdf format for your final report. Please send your report by email to [CMSAJournal@gmail.com](mailto:CMSAJournal@gmail.com) (Jackie Zito, editor). Your report will be published in the next available issue of the CMSA Mandolin Journal. Please see “Sample Final Report” below.

Instructions for submitting a proposal. Proposals must be submitted using the online form on the CMSA website at <https://classicalmandolinsociety.org/grants/>. All fields marked “\*” are REQUIRED. Following is further information to help you complete the online form:

- First Name and Last Name: Name of the individual submitting the proposal
- Project Sponsor: If the project is associated with an ensemble, write the name of the ensemble here. Otherwise, write the name of the individual submitting the proposal.
- Project Description: Provide a succinct description of your project. What is the motivation for your project? What are its goals? How will you accomplish these goals?
- Project Objectives...: Indicate how your main objectives support CMSA’s mission of supporting and promoting classical mandolin in North America. *Note:* This can be done by referencing the examples listed above.
- Total Amount Requested: Enter the total amount of funds you are requesting (e.g. \$1,000). *Note:* the total amount budgeted for all grants in a given calendar year is \$3,000. While a single grant could be as large as this, most will be for much smaller amounts.
- Project Budget Details: Indicate each line item in your budget. For example, if you are requesting funds to purchase 4 starter mandolins at \$200 each, and 10 copies of a mandolin instruction book at \$20 each, you should have two line items, one for the mandolins and the second for the instruction books. *Note:* The total amount of funds associated with all line items should match the total amount requested (see above).
- Timeframe: Indicate the approximate start date for your project, any intermediate dates that are important, and an end date. *Note:* CMSA generally expects grant activity to be completed within one calendar year; if your grant activity will last longer than one year please be sure to explain why this is necessary in your project description.

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### **Sample Proposal**

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First Name: John

Last Name: Smith

Project Title: Gotham Mandolin Orchestra Youth Ensemble: Start-Up Expenses

Project Sponsor: Gotham Mandolin Orchestra

Project Description: First organized in 1980, the Gotham Mandolin Orchestra is an active ensemble of about 20 adult members, playing mandolin family instruments, classical guitar, and string bass. We rehearse on a bi-weekly basis at a local church and give 4-5 public concerts per year. Orchestra operating expenses are financed by annual dues, concert revenues, and an annual raffle. Our ensemble is listed in the CMSA ensemble directory. The individual submitting this proposal, John Smith, is a CMSA member in good standing.

The typical member of the GMO is an older adult, and we know that we need to replenish our ranks with younger members. Through our contacts in the local schools we have put together a group of 8 students who will form the core of the GMO youth ensemble. John Smith, the author of this proposal, has volunteered to direct the ensemble. One of the local schools is allowing us to use a room on Saturday mornings for rehearsals; we expect to rehearse twice per month. After learning the “ropes” we expect some (perhaps all) of the members of youth ensemble to play with the GMO. New youth members will be recruited through our contacts with the local schools.

Several GMO members have donated extra instruments, but we are in need of two alto mandolas. From contacting other ensembles, we have decided to purchase instruments from the Hora factory. We would also like to purchase eight (8) copies of Gertrud Troester’s instructional method, “Technique on 8 strings,” from [www.trekel.de](http://www.trekel.de).

Project Objectives and how they support CMSA’s mission. Our project supports CMSA’s mission by establishing a new youth ensemble associated with the Gotham Mandolin Orchestra.

Total Amount Requested: \$650.00

Project Budget Details: The line items of our budget are as follows:

- Hora mandola. Number: 2. Price per item: \$250 (includes shipping to the US and gig bag). To be ordered directly from the factory. Subtotal: \$500.
- Gertrud Troester, “Technique on 8 Strings”. Number 8. Price per item: \$25.00 (includes shipping to the US). We will be ordering from [www.trekel.de](http://www.trekel.de). Subtotal: \$150.00

Timeframe: If our grant is awarded, we will order the items in early January, for expected delivery in mid-February. Assuming the delivery is on time, we will begin rehearsals in early March. Our final report will be sent to CMSA on or about April 15.

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### **Sample Final Report**

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Title: Gotham Mandolin Orchestra Youth Ensemble: Start-Up Expenses

Timeframe January 1, 2019-April 15-2019

Budget: \$650.

Report: The GMO requested and received a CMSA grant for \$650 for expenses associated with starting a new youth ensemble, under the direction of John Smith. The funds were used to purchase starter instruments and instruction books. The ensemble has eight members currently, all local students, and has rehearsed bi-weekly since early March 2019. We hope to give our first public performance in 2020, in conjunction with a regular GMO concert.