

## **THE BASCOM LITTLE FUND**

The Bascom Little Fund provides funding for the support of new music by composers currently living in northeast Ohio. (Northeast Ohio is generally defined as extending to Sandusky on the west, and Youngstown and Steubenville to the east, Zanesville and Newark to the south, not including Columbus.) Its Declaration of Trust states that "the primary purpose for which this trust is created is the promotion through the media of concerts, publications, recordings, and otherwise, of serious and semi-popular music, newly composed and performed in or near Cleveland, Ohio."

### **GUIDELINES FOR REQUESTING FUNDS, 2010**

The deadline for 2010 proposals to the Bascom Little Fund is Thursday, APRIL 1, 2010 (postmark). Applications postmarked after this date will not be considered at the May meeting. The Bascom Little Advisory Board meets only once each year, usually in late May or early June. Please note that The Bascom Little Fund does not provide funding for commissioning new works.

The Bascom Little Fund has supported concerts sponsored by The Cleveland Composers Guild, performances of Cleveland composers' works by the Cleveland Chamber Symphony and by the Cleveland Orchestra, the presentation of a ballet by the Tom Evert Dance Company with music by a Cleveland composer, and many chamber music concerts presenting music by Cleveland composers. The Fund has supported operas and has financed recording projects. The Fund supports musical theatre. It has also supported the performances of works by young and emerging composers in the Cleveland area. The Fund has also underwritten Not the Dead White Male Composers Hour on radio station WCLV 104.9fm for several years.

The Bascom Little Fund does not make direct grants to individuals. Applicants should be qualified, tax-exempt organizations to which donations are deductible for federal tax purposes, although some exceptions may be considered. Individuals wishing to apply for grants must be represented by tax-exempt organizations as described above.

#### **The review panel will consider the following questions in evaluating proposals:**

1. What is the purpose of the project? How will it help to promote new music in the Greater Cleveland area?
2. What are the professional qualifications and current activities of the persons involved?
3. What is the anticipated budget for this project? Has a thorough, itemized study been made of expenses such as recording, publishing, copying costs, performance expenses, promotional costs, distribution of recordings, and general administrative costs?
4. Is there a spokesman connected with the project who is qualified to promote the project to the musical community and to the general public?
5. Have the composers been properly protected in the matter of copyrights and royalties?
6. Has provision been made to ensure that programs of concerts or copies of recordings or other publications completed be furnished to The Bascom Little Fund?

**THE BASCOM LITTLE FUND APPLICATION INSTRUCTIONS**

**A complete application consists of the following:**

1. 20 copies of this form, completed
2. 20 copies of the budget breakdown
3. 20 copies of the list of supplemental material, if such material is included
4. 1 copy of supplemental material (optional). Note: 20 copies of supplemental material are not required and will not be returned!
5. Include a self-addressed, stamped envelope large enough for the return of any scores and/or recordings submitted as supplemental material
6. 1 copy of the completed Composer Acknowledgment Form for each composer involved in the project.

You must collate and staple items 1, 2, and 3.

**1. APPLICATION FORM (20 copies) Please type all answers.**

YOU MAY RE-TYPE THE QUESTIONS FROM THE APPLICATION FORM IN ORDER TO ALLOW MORE ROOM FOR ANSWERS, IF NECESSARY.

Copies of the application form may be requested from:

The Bascom Little Fund  
c/o Andrew L. Fabens  
Thompson - Hine, Attorneys at Law  
3900 Key Center  
127 Public Square  
Cleveland, Ohio 44114

**2. BUDGET BREAKDOWN (20 copies: typed)**

Provide a complete budget breakdown for the project. Include expenses, in-kind donations, funding requested from sources other than The Bascom Little Fund, funding granted, and any other appropriate budget information. Please limit the budget breakdown to one page. If it is appropriate to include a detailed budget which exceeds the one page limitation, such information should be included with the supplemental material.

**3. LIST OF SUPPLEMENTAL MATERIAL (20 copies, if such material is included)**

Provide a list of all supplemental materials included.

**4. SUPPLEMENTAL MATERIAL (1 copy, optional)**

Supplemental material may be sent in support of the application. This may include scores, copies of reviews, and other appropriate material. It is especially appropriate for scores to be included with applications involving composers whose work may not be familiar to the members of the Board of Advisors. It is also appropriate to include scores of completed compositions specific to the project. Compact discs may be sent as documentation, but equipment for playback of these recordings generally will not be available at the meeting.

All material should be sent to:

**The Bascom Little Fund  
c/o Andrew L. Fabens  
Thompson - Hine, Attorneys at Law  
3900 Key Center  
127 Public Square  
Cleveland, Ohio 44114**

**APPLICATION DEADLINE: April 1, 2010 (postmark)**

**THE BASCOM LITTLE FUND APPLICATION FORM**

**A. Organization requesting funding:**

Contact person:  
Telephone number:  
Fax number:  
e-mail:  
Address:

**B. Total estimated budget for the project:**

**C. Amount requested from the Bascom Little Fund:**

**D. Please provide a (250 word maximum) description of the applicant:**

**E. Provide a (500 word maximum) description of the project for which funding is requested:**

**THE BASCOM LITTLE FUND APPLICATION FORM** (continued)

**E. What music written by composers currently residing in northeast Ohio is included in this project?** Please indicate whether these compositions are completed, currently in progress, or in the planning stages, and if completed, indicate when they were completed. Indicate any premiere performances which are included in this project, although it is not necessary that a work for which funding is requested be one which will be receiving its premiere.

**F. What approximate percentage of the entire project consists of music by composers currently residing in northeast Ohio?**

**G. If a grant is requested to help with the production of a Compact Disc, please include detailed information about the distribution plans for said disc.**

**H. If a grant is requested to help with the production of one or more concerts, please include detailed information about your plans for promoting the event(s).**

**I. Please summarize the project budget as follows:**

<u>EXPENSES</u>	<u>INCOME</u>
artistic: _____	ticket and/or CD sales: _____
production: _____	membership (dues): _____
marketing: _____	individual contributions: _____
administration: _____	corporate support: _____
other: _____	foundation grants: _____
	government grants: _____
	other: _____

**J. How will the progress and outcome of the project be reported to the Bascom Little Fund?**

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**APPLICATION DEADLINE: April 1, 2010**

(Please note: Applications postmarked later than the above date will not be reviewed.)

A complete application consists of the following:

1. 20 copies of this form, completed
2. 20 copies of the budget breakdown
3. 20 copies of the list of supplemental material, if such material is included
4. 1 copy of supplemental material (optional)
5. 1 copy of the completed Composer Acknowledgment Form for each composer involved in the project.
6. You must collate and staple items 1, 2, and 3.

All material should be sent to:

**The Bascom Little Fund  
c/o Andrew L. Fabens  
Thompson - Hine, Attorneys at Law  
3900 Key Center  
127 Public Square  
Cleveland, Ohio 44114**

**THE BASCOM LITTLE FUND  
COMPOSER ACKNOWLEDGMENT FORM**

An organization applying for a grant from the Bascom Little Fund must present a copy of this form to each composer whose work(s) will be involved in the proposed project. Each composer must complete this form and sign it below, and return it to the requesting organization for inclusion in the application. Any composer applying for funds on his or her own behalf need not complete this form.

Copies of this form do not need to be submitted with proposals from The Cleveland Composers Guild.

It is my understanding that \_\_\_\_\_  
*(name of applicant - organization)*

is requesting a grant from The Bascom Little Fund for a project involving my music. I offer my support for this project.

I understand that The Bascom Little Fund provides funding to support music by composers currently residing in northeast Ohio. I also understand that The Bascom Little Fund does not provide funding for the commissioning of new works.

My composition(s) which will be included in this project is/are as follows:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please indicate above whether the composition(s) is/are completed, currently in progress, or in planning stages. If completed, please indicate when. Also indicate any premiere performances which would be included in this project, although it is not necessary that a work for which funding is requested be one which will be receiving its premiere.

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Signature \_\_\_\_\_ Date: \_\_\_\_\_