

**APPLICATION RECEIPT DEADLINE**

**May 29, 2015**

**PROJECT PERIOD**

**September 1, 2015 – December 31, 2016**

**PROGRAM DESCRIPTION**

The French-American Jazz Exchange (“FAJE”) celebrates the shared passion for jazz in France and the United States. A partnership of FACE Foundation (“French American Cultural Exchange”), the Cultural Services of the French Embassy, and Mid Atlantic Arts Foundation, the program fosters the creative and professional development of jazz artists from France and the United States through support for the collaborative investigation of artistic practice and activities that provide exposure to new audiences and professional relationships.

FAJE supports projects jointly conceived by French and American professional musicians that encourage artistic exploration, foster intercultural dialogue, and contribute to the dynamism of jazz. The program awards grants through an open, competitive application process to support projects that take place either in France or the United States and their respective territories or both, within a 16-month period. FAJE supports activities that may result in the creation of original work, establishment of new creative and professional partnerships, and development of new audiences. Projects may include jazz artists collaborating with artists working in different music genres.

As an additional benefit to program grantees, nonprofit presenters in the mid-Atlantic region of the United States (Delaware, District of Columbia, Maryland, New Jersey, New York, Pennsylvania, Virginia, U.S. Virgin Islands, and West Virginia) are eligible to receive fee-subsidy for booking performance engagements by FAJE artists after the end of their project periods.

FAJE is made possible through the generous support of the Cultural Services of the French Embassy, Doris Duke Charitable Foundation, Florence Gould Foundation, The Andrew W. Mellon Foundation, Institut français, Ministère de la Culture et de la Communication, and Société des Auteurs et Compositeurs de Musique (“SACEM”).

**PROGRAM PARTNERS**

**Cultural Service of the French Embassy**

The Cultural Services of the French Embassy provides a platform for exchange and innovation between French and American artists, intellectuals, educators, students, the tech community, and the general public. Based in New York City, Washington D.C., and eight other cities across the United States, the Cultural Services develops the cultural economy by focusing on six principal fields of action: the arts, literature, cinema, the digital sphere, French language and higher education. Visit: [www.frenchculture.org](http://www.frenchculture.org)

**FACE Foundation**

FACE Foundation (“French-American Cultural Exchange”) administers grant programs and projects in the performing and visual arts, literature, cinema, secondary and higher education. In partnership with the Cultural Services of the French Embassy, FACE Foundation strives to encourage transatlantic cultural exchange and foster the growth of creative professionals. Visit: [www.face-foundation.org](http://www.face-foundation.org)

**Mid Atlantic Arts Foundation**

Founded in 1979, Mid Atlantic Arts Foundation (“MAAF”) is one of six regional arts organizations in the United States. MAAF has a strong record of supporting jazz and international cultural engagement through such programs as Jazz.NEXT, Jazz Touring Network, BNY Mellon Jazz Living Legacy Award, Southern Exposure: Performing Arts of Latin America, USArtists International, and its regional performing arts touring programs ArtsCONNECT, Mid Atlantic Tours, and Special Presenters Initiative. Visit [www.midatlanticarts.org](http://www.midatlanticarts.org).

## **APPLICANT ELIGIBILITY**

Each FAJE project consists of a Lead Partner from one country working with a Collaborating Partner from the other country. Lead and Collaborating Partners represent the core of a proposed project, (as opposed to musicians hired to participate solely for recording or touring purposes), and may be individual artists or ensembles. Ensembles may represent an established group or musicians brought together specifically for the proposed project. Projects can include artists working together for the first time or those having a prior relationship. Lead and Collaborating Partners are limited to participation in one application. Musicians hired to participate in projects solely for recording or touring purposes may participate in more than one application.

### **If the Lead Partner is American they must:**

- be an individual jazz artist or jazz ensemble (not to exceed five musicians) that works at a professional level;
- be United States citizens or permanent residents for the past five years and currently reside in the United States or its territories;
- not have been the recipient of a FAJE grant as a Lead Partner in the past two years; and
- be in good standing with MAAF at the time of application, with no overdue or outstanding required reports and/or grant documents.

### **If the Lead Partner is French they must:**

- be an individual jazz artist or jazz ensemble (not to exceed five musicians) that works at a professional level;
- be French citizens or legal residents for the past five years and currently reside in France or its territories; and
- not have been the recipient of a FAJE grant as a Lead Partner in the past two years.

### **If the Collaborating Partner is American they must:**

- be an individual music artist or ensemble (not to exceed five musicians) that works at a professional level;
- be United States citizens or permanent residents for the past five years and currently reside in the United States or its territories; and
- be in good standing with MAAF at the time of application, with no overdue or outstanding required reports and/or grant documents.

### **If the Collaborating Partner is French they must:**

- be an individual music artist or ensemble (not to exceed five musicians) that works at a professional level; and
- be French citizens or legal residents for the past five years and currently reside in France or its territories.

### **American and French Collaborating Partners may:**

- be individual artists or ensembles working in a musical form other than jazz

**Note: French artists residing in the United States holding dual French and American citizenship or holding permanent resident status in the United States are only eligible to participate in FAJE as either an American Lead Partner or as an American Collaborating Partner. Conversely, Americans residing in France holding dual French and American citizenship or holding legal resident status in France are only eligible to participate in FAJE as either a French Lead Partner or as a French Collaborating Partner.** In such cases, the artists must explain in their proposals the compelling reason(s) for considering projects that include Lead and Collaborating Partners from the same country of origin, regardless of their current citizenship or residence status.

Musicians, other than the Lead and Collaborating Partners, hired to participate in FAJE projects solely for recording or touring purposes must also be French or American citizens or permanent residents for the past five years and currently reside in France or the United States or their territories.

### **PROJECT ELIGIBILITY**

FAJE projects may include investigation by the Lead and Collaborating Partners resulting in the creation of original music or influence on their own work and that of others, and/or include activities that address audience development and professional advancement for the participating artists or broader jazz community. Projects may include arranging, composing, rehearsing, performing, recording, and/or other activities that develop new constituencies and establish or strengthen creative and professional relationships. Projects must be jointly developed by the Lead and Collaborating Partners to meet mutually agreed upon goals and objectives.

Projects must take place in France or the United States and their respective territories or in both countries between September 1, 2015 and December 31, 2016.

FAJE will not fund:

- projects that are comprised solely of touring engagements
- projects that are primarily focused on the reinterpretation or new arrangements of existing works by composers other than the Lead and Collaborating Partners.
- projects that include artists that reside outside of France or the United States.

### **GRANT AMOUNTS AND ELIGIBLE EXPENSES**

FAJE will award grants of up to \$25,000 per project. Funding may be used towards the following:

- artist stipends
- equipment and space rentals
- fiscal sponsor fees (if applicable)
- marketing
- project-related agent/management fees
- recording and production fees
- shipping
- travel-related expenses (international airfare domestic travel, accommodations, and per diem)
- visa fees

FAJE will only support airfare based on economy class rates, purchased no less than 14 days prior to departure date.

All FAJE project participants must obtain the required travel documentation to legally enter the United States and France.

### **FISCAL SPONSORS**

The Lead Partner on a proposed project is responsible for submitting the application to FAJE and will be the recipient of grant funds if selected for support. There are financial implications to be considered by Lead Partners awarded grants through the program that are not legally incorporated as nonprofit organizations in their respective countries.

#### **For American Lead Partners:**

American Lead Partners who are individual artists or ensembles that are not incorporated as nonprofit organizations under Section 501(c)(3) of the Internal Revenue Code may want to consider using an United States-based fiscal sponsor with 501(c)(3) nonprofit status to apply on their behalf. American Lead Partners without nonprofit status that are awarded funds through FAJE and do not utilize a fiscal sponsor will be responsible for all applicable United States taxes related to the grant. FAJE grant funds cannot be used towards payment of grant-related taxes. If the Lead Partner uses a fiscal sponsor, the fiscal sponsor would be the recipient of grant funds.

- Nonprofit organizations serving as fiscal sponsors must provide this service as a part of their regular, ongoing operations.
- Fiscal sponsors that are willing to assume full responsibility for the grant may sponsor one or more artists or ensembles that do not yet have their own nonprofit Internal Revenue Service 501(c)(3) status but otherwise meet the criteria for eligibility.
- The fiscal sponsor will be legally, financially, administratively, and programmatically responsible for all aspects of the award. As the official grantee, the fiscal sponsor will be the organization that must submit all documentation, final reports, and any amendment request that would affect the terms and conditions of the award.

**For French Lead Partners:**

United States law requires that payments to non-United States citizens be subject to a 30% withholding tax, unless the payee obtains a United States Tax Identification Number. French Lead Presenters may want to consider applying to the program through a fiscal sponsor or a French nonprofit organization, such as an Association Loi 1901. If a grant is awarded, payments will be made to the fiscal sponsor or nonprofit organization and not the French Lead Partner.

**APPLICATION REVIEW**

A panel composed of French and American jazz professionals will review applications submitted for consideration and make recommendations for support. Applications are evaluated according to the following criteria that are neither ranked nor given specific weights:

- Excellence of participating artists as demonstrated by the submitted work samples and the artists' record of professional achievement
- Quality of project design, including artist collaboration, creative exploration and/or plan for professional advancement, planned activities and schedule
- Evidence of adequate and collaborative planning
- Capacity to successfully implement the project

Final approval of grants is made by the Board of Directors of MAAF and FACE Foundation, and staff of the Cultural Services of the French Embassy based on panel recommendations.

**APPLICATION SUBMISSION**

The Lead Partner is responsible for submitting the application for the proposed project. Applications for FAJE must be **completed online and submitted electronically** on or before the deadlines listed in these guidelines. **No hard copy of the application should be sent to Mid Atlantic Arts Foundation with the sole exception of a signed Certification Sheet.** The Certification Sheet must be signed and submitted to the Foundation via fax or e-mail, per the following instructions, no later than one week after the published deadline:

E-mail submission of Certification Sheet:	OR	Fax Submission of Certification Sheet:
To: adam@midatlanticarts.org		To: (410) 837-5517
Subject line: Applicant Name FAJE Certification Sheet		Attn: French-American Jazz Exchange

**Other than the Certification Sheet, applications sent via fax or email will not be accepted for consideration.**

For further assistance, contact:

American applicants: Adam Bernstein, Deputy Director, Programs at [adam@midatlanticarts.org](mailto:adam@midatlanticarts.org).

French applicants: Contact Michele Amar, Director of Music, Cultural Services of the French Embassy in New York at [jazz@face-foundation.org](mailto:jazz@face-foundation.org)

**FRENCH-AMERICAN JAZZ EXCHANGE  
2015-2016**

**APPLICATION RECEIPT DEADLINE**

**Friday, May 29, 2015** for projects taking place between September 1, 2015 and December 31, 2016

Applications must be SUBMITTED through the online system on or before the listed deadline. Applications submitted after the deadline will not be considered for review. No hard copies of the application, with the exception of the Certification Sheet, will be accepted for consideration.

**A copy of the Certification Sheet must be received by fax or email no later than one week after the deadline listed in these guidelines.**

**AWARD NOTIFICATION**

Applicants will be notified in writing on the status of their proposals by September 1, 2015.

**(APPLICATION PROCEDURE INSTRUCTIONS ON FOLLOWING PAGE)**

## **APPLICATION PROCEDURE**

FAJE uses an online application system. To access the application, please visit <http://midatlanticarts.egrant.net>. To assist the review of the application, it is important to adhere carefully to the instructions below.

Only the Lead Partner is responsible for completing the online application. The Collaborating Partner should provide the Lead Partner with all information necessary to complete the FAJE application.

**All application materials must be submitted in English.**

**FAJE online application** to be completed by the Lead Partner.

The FAJE online application includes the following:

1. Applicant Summary Sheet
2. Work Sample Sheet
3. Lead Partner Information Sheet
4. Collaborating Partner Information Sheet
5. Application Narrative
6. Project Information Sheet
7. Project Budget Sheet
8. Certification Sheet. The Certification Sheet must be signed by the authorizing official of the artist/ensemble, if a 501(c)(3) organization. **If using a fiscal sponsor, both the artist/ensemble and the authorizing official of the fiscal sponsor must sign the same Certification Sheet where indicated.** The Certification Sheet must be submitted by fax or as an email attachment no later than one week after the application deadline.

**The following required materials are to be uploaded electronically as attachments to the FAJE application:**

1. **Biographies of the Lead and Collaborating Partners** not to exceed one page per artist or ensemble (in the case of established, ongoing groups). In the cases where the Lead and/or Collaborating Partners are comprised of multiple individuals that are not part of an established ensemble, separate biographies should be provided for each individual. No biographies should be submitted for musicians hired to participate in FAJE projects solely for recording or touring purposes.
2. **Signed Letter of Agreement between the Lead Partner and Collaborating Partner** confirming the project will be carried out in accordance with the information provided in the FAJE application and the financial arrangement between the two parties.
3. **Four recent work samples (audio or video) uploaded through the FAJE online application.** Two of the work samples should demonstrate recent work of the Lead Partner, and two of the work samples should illustrate recent work by the Collaborating Partner. Please refer to the Work Sample Sheet in the online application for more detailed information about how to prepare your work samples.

**Please Note: Although the online application and required materials are submitted electronically, your application is not complete until Mid Atlantic Arts Foundation has received a copy of your signed Certification Sheet by fax or as an email attachment. Please do not print and send hard copies of any other portions of your application.**