

Tangeman Sacred Music Center
University of Cincinnati College-Conservatory of Music
Application for Faculty and Student Research and Travel 2008

Purpose of the Tangeman Sacred Music Center:

CCM's Tangeman Sacred Music Center supports scholarship, teaching, professional preparation, creative work and performance in areas related to sacred music and the liturgical arts.

Goals of the Tangeman Sacred Music Center:

The goals of the Tangeman Sacred Music Center are: to commission and perform significant works of major composers; support master classes, residencies, and concerts by leading musicians and scholars; support faculty and student research and travel; and support additional projects germane to the Center's mission in sacred music as deemed appropriate by the Center's governing committee in consultation with the Dean of CCM.

Funding for Faculty and Student Research and Travel:

The Tangeman Sacred Music Center funds research and travel in order to support projects germane to the Center's mission, with particular emphasis given to projects which could not otherwise be supported by alternative means. Therefore, faculty and students seeking TSMC support will be expected to furnish evidence that other avenues of support have been sought and that their project (a) does not fit the selection criteria of other sources, (b) other sources require matching grants, or (c) other sources' funds are too limited to cover the total costs of the project.

The Panel:

Grants will be awarded on a selective basis by a panel composed of the Division Heads of Composition, History and Theory; Ensembles and Conducting; and Keyboard Studies. Should a panel member be in any way involved in a conflict of interest regarding a particular proposal, that member will not take part in the consideration of that proposal.

Eligibility:

All full-time CCM faculty members and full-time graduate students are eligible to apply.

Grant Amounts:

Grant amounts will vary, but will not exceed \$5,000.

Deadlines and Award Announcements:

The TSMC will consider grant requests as announced by the Dean of CCM. The next application deadline is January 7, 2008. Projects through August 31, 2008 are eligible. The application form with attachments should be submitted to the Office of the Dean, College-Conservatory of Music, University of Cincinnati.

Awards will be announced within one month following each deadline (or sooner). Once a successful applicant has received notice of the Tangeman Sacred Music Center grant, a letter acknowledging acceptance of the grant must be received by the Tangeman Sacred Music Center before the allocation can be authorized.

Reports Required on Completion of Projects:

The recipient is expected to file a report with the Tangeman Sacred Music Center within thirty days of the completion of the project. This report should summarize the project and itemize all expenditures. All expenditures are paid for on a cost-reimbursable basis.

When the funding is to be used for purchase, a copy of the purchase receipt(s) must be included in the final report. If the purchase price proves to be less than the amount of the grant, the overage must be refunded to the Tangeman Sacred Music Center.

Unexpended funds are returned to the TSMC fund and cannot be used for any other project or purpose.

TANGEMAN SACRED MUSIC CENTER
UNIVERSITY OF CINCINNATI
COLLEGE-CONSERVATORY OF MUSIC

Application for Faculty and Student Research and Travel

NAME OF APPLICANT _____

PHONE _____ EMAIL _____

1. Provide a title or a one-sentence description of the overall focus of your project:

Attach a brief description of your purpose, the activities you plan, the methods you will use, the inclusive dates of the project, and any other information you believe the panel will need in order to fully understand and evaluate what you propose. Include documents, correspondence, or contracts that verify your arrangements.

2. If other CCM faculty or students will be involved in the project, please name them:

3. If persons outside of CCM are involved in the project, please name them:

4. Please list all other sources you are applying to for aid with this project:

Source	Date of Application	Amount Requested	Amount Granted
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

On the attached budget page, please indicate which portion of your project will be funded by these other sources.

5. Will you receive any form of remuneration for your services related to this project?
_____Yes _____No If yes, please indicate amount on the attached budget page.
6. Attach additional materials and supporting documents that you believe are necessary or helpful to the committee.
7. Amount Requested from the Tangeman Sacred Music Center: \$_____

Please attach a budget breakdown that itemizes expenses and income using the following format:

- I. Expenses: List ALL costs of the project including artist's fees, honoraria, other paid services; publicity costs such as printing and mailing; rentals of halls or equipment; purchase prices of goods; travel expenses, housing, meals, etc.

Total cost of the entire project.

- II. Income: List all income you expect to generate from admissions fees, grants from other sources, in-kind services (voluntary contributions of time and materials that otherwise would have to be paid for), etc.

Total income for the entire project.

The amount you requested from the Tangeman Sacred Music Center should equal the difference between expenses and income. The panel will concern itself with the budgetary feasibility of the project and will carefully scrutinize the consistency between your narrative description and the budget. A budget worksheet is included on the next page. You may either submit this worksheet or your own version of it that is more suitable to your purposes.

Budget Worksheet

Amount Requested from Tangeman Sacred Music Center
\$_____ (not to exceed \$5,000). This amount should not
exceed the total cost of the project minus other income.

EXPENSES:

DOLLAR AMOUNT

Artists fees or honorarium:

Other Paid Services:

Publicity/Promotion:

Printing

Postage

Other

Rentals, (Halls, Equipment, etc.):

Travel (Travel, Housing, Meals, etc.):

Other Expenses:

TOTAL COST OF PROJECT

INCOME:

Admissions/Fees

Grants from other sources

In-Kind Services*

Other Sources of Income

TOTAL INCOME FOR PROJECT _____

*In-kind services are voluntary contributions of time and materials that otherwise would have to be paid for.