

ACWC Guidelines for Concert Selection and Project Funding Procedures, November, 2020

The ACWC Concert Program Guidelines document (2014, revised, 2018) remains our primary guide for selecting concert works (see attachment). Section A pertains to ACWC-funded concerts requiring a Call for Scores *plus* ACWC Initiative Fund adjudications. Section B pertains to Concert funding not requiring a Call for Scores.

A. ACWC Concert Projects Calling for Scores, and ACWC Initiative Fund Applications

1. Clear guidelines for all submissions of scores or project applications must be posted within all Calls for Submissions regarding content, musical ideas, instrumentation and scoring (for concert purposes), use of text or exact theme (if relevant), and other specific factors which pertain to the Call for Submissions. Ample room must also be provided within the application for applicants to explain their application carefully and adequately.
2. Grant recipients for ACWC concert funds will serve as Grant Administrators, appointing and administering juries to assess Calls for Scores. Jury members' adjudications need to be in accordance with the ACWC values of artistic merit, equity, and inclusivity. Jurors are asked to read and agree to the ACWC Programming Guidelines prior to the assessment process. Grant administrators may *not* submit their own compositions or projects to the jury.
3. Normally, jurors will be asked to assign a ranking number to each submission, as determined by the administrator (i.e. 1-5, or 1-10, etc.). As well, in order to foster frank discussion and fair appraisal, each juror will be asked to provide clear, constructive, brief comments about each applicant's work, so that only these comments, made by jurors during the adjudication process, can be sent to the applicant if requested. The administrator is asked not to circulate comments that are hurtful, unconstructive, not objective or unclearly written. Comments will be sent to applicant *only* if applicants request jury comment.
4. In that ACWC is a women/women-identified association, jurors are normally also women/women-identified. (Exceptions may pertain if there is a male co-presenter for the concert, or if male concert performers should be asked to serve on a jury to select music for the concert.)
5. Should any questions arise during the adjudication process about an applicant's submission, it is the responsibility of the administrator to contact the applicant for clarification on the given question or topic so that jurors can be informed.
6. It is the responsibility of the administrator to provide clear expectations to jurors for what their work entails, as presented in these Guidelines. While no funds are currently allocated for concert jurors, ACWC is pursuing plans to offer small honoraria for external jurors (i.e. jurors who are not also concert performers.)
7. Jurors are expected to recuse themselves in situations of conflict of interest and to maintain strict confidentiality about their participation on the jury and about their decisions.

B. ACWC Concert Projects not requiring a Call for Scores

1. In the spirit of accommodating a variety of needs and artistic practices, ACWC members may apply for concert funding for a concert whose musicians and scores are already chosen. While these concerts do not require a call for scores, core values need to be respected within these concerts. In each case, the concert composers and their music will adhere to the ACWC Concert Program Guidelines document (2014, revised, 2018).