

Music

Project Grant Assessment Guidelines

Valid for applications submitted between 2 January and 31 December 2008

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General Assessment Guidelines

This set of *Music Project Grant Assessment Guidelines* outlines the types of grant categories, their scope and details on the assessment criteria for the applicants' information. Here are some general information and guiding principles for applicants to note:

1) Information For Project Grant Applicants

Before completing the application form, applicants are advised to first read the booklet *Information for Project Grant Applicants* to learn about eligibility, closing dates for application, etc.

2) Latest Version of the Assessment Guidelines

The Council regularly reviews the *Assessment Guidelines*, and may amend them if necessary. Applicants should look out for the most updated version. If in doubt, please contact our staff for Music at 2820-1052, or check:

- a) the website of the Hong Kong Arts Development Council (<http://www.hkadc.org.hk>); or
- b) announcements on the notice board at the Hong Kong Arts Development Council (Address: 22/F, 181 Queen's Road Central, Hong Kong) **[With effective from 2 June 2008, the HKADC office will be moved to the following address: 14/F, East Warwick House, Taikoo Place, 979 King's Road, Hong Kong].**

3) Grant Amount

- a) Due to resource constraints, the Council is only able to support grant applications on a selective basis and may not be able to award the full amount sought by the applicant
- b) Applicants are encouraged to obtain income through other channels, such as ticket sales, sponsorship, donation, etc; and
- c) The grant amount awarded by the Council will not exceed the stipulated grant ceiling.

4) Allowed Number of Applications

There is no limit to the number of applications submitted from each applicant for each application period; but in general circumstances, only one project from the same applicant will be supported during each application period.

5) Guidelines on Income and Expenditure

This set of *Assessment Guidelines* provides a guiding principle on what the Council considers to be generally acceptable levels of income and support for expenditure under a limitation of resources. If the applicant would like to seek a level of support higher than those stipulated herein, please furnish us with further information and justification. This will help the Council in assessing and evaluating your application. The Council will consider the request based on the scale and nature of activity, artistic standard of participants and artistic requirement of the project.

Application Guidelines for Each Grant Category

A Performance

1 About the Grant

- a) To encourage excellence in performance and diversity in creativity, with the view to enhance the standard of music performances as well as to develop the appreciation of and literacy in the arts amongst audiences in Hong Kong
- b) To support professional local musicians and music groups to create and perform music works of high artistic standard.
- c) Key assessment criteria:
 - i. artistic standard and track record of the principal performers and organizer
 - ii. artistic value, quality and creativity of the project; and the anticipated artistic impact
 - iii. The effectiveness of the project's content in achieving its pre-set objectives
 - iv. The feasibility of the project content, scale, schedule and the reasonableness of the budget.
- d) In general, performances must be ticketed and open to the public
- e) **The maximum grant for each approved application is \$150,000.**

2 Information to be Submitted by the Applicant with the Completed Application Form

- a) Programme details / concert repertoire
- b) List of major artistic personnel and principal performers (including conductor/music director, soloists, principal musicians and singers), with their positions, curriculum vitae and remuneration
- c) The number of other performers and the profile of the orchestra/ensemble/choir; the names of main administrative and technical staff
- d) Critiques of previous performances (if applicable). Applicants may also submit the audio/video recordings of previous performances to assist the adjudication process. Please submit 6 copies in DVD/ CD-R format, or state the website address of video clips uploaded in the internet.
- e) If the project includes commissioned work, the applicant should submit the following information:
 - i. the curriculum vitae and previous works (if applicable) of the commissioned composer/arranger
 - ii. information about the commissioned work (including its theme, duration/ length, instrumentation, treatment, etc)

3 Guidelines on Income and Expenditure

- a) The Council acknowledges that the production and artistic needs of each individual performance/ production vary. The below guideline provides a general support level for performances of different scale for the applicants' reference. Applicants are welcome to seek for support based on the actual need relevant to the scale and nature of activity, artistic standard of participants and artistic requirements of the project
- b) Venues are generally categorized as small, medium or large based on the maximum seating capacity. Estimated box office income should be calculated by an attendance of 60% of the total available seating capacity for ticket sales.

Conventional Performance Venue	Minimum box office income (Average Ticket Price x Seating Capacity x Minimum 60% Attendance Rate)	General Grant Ceiling for Performance of High Artistic Standard
SMALL (below 250 seats)	Minimum average ticket price \$50	First performance : \$20,000 (\$10,000 for each subsequent performance)
MEDIUM (250-800 seats)	Minimum average ticket price \$70	First performance : \$80,000 (\$40,000 for each subsequent performance)
LARGE (above 800 seats)	Minimum average ticket price \$90	One performance : \$150,000

- c) Due to a high level of demand for the grants, the Council gives priority consideration to subsidize on the performance fees for professional musicians (i.e. persons with formal training in music - e.g. music graduates from recognized music conservatories and universities) who have reached professional standard and with public performance experience.
- d) Fees for amateur musicians will not normally be supported. Notwithstanding this, the Council will consider assisting amateur vocal/ instrumental ensembles or orchestras with good artistic standard, depending on the overall standard of the individual music group and the artistic value/ quality of the programme.
- e) In order to encourage performances of high quality original music works by local composers, the Council will only consider supporting the commission/ arrangement fees of indigenous works, undertaken by local composers.
- f) Publicity, administration and miscellaneous expenses (including publicity, administration cost, postage, documentation, contingencies, meal allowances [\$50 each personnel per performance day] and miscellaneous, etc) should approximately amounted to/ not exceeding 20% of total budget.
- g) If the project involves inviting overseas-based professional musicians to be guest performers in Hong Kong, please refer to paragraph 3b in section 'D. Cultural Exchange'.

B. Arts Education, Arts Promotion/Community Arts

i. Arts Education

1 About the Grant

- a) The objective is to support creative projects in arts education, with the view to enhance the interests, literacy and aesthetic sensitivity in the arts amongst the community, especially among young people, and to develop the new audiences for the arts.
- b) Key Assessment Criteria:
 - i. The benefits of the project to promote music through arts education in general, whether the project could provide a model for reference and which is continuously applicable
 - ii. The effectiveness of the content and implementation methods of the project in achieving the pre-set objectives
 - iii. The qualifications, experience and planning or management ability of personnel involved in the project's implementation
 - iv. The appropriateness of the schedule, reasonableness of the budget, and the feasibility of the method to assess the results
- c) Where appropriate, the applicant is encouraged to collect reasonable course/ participation fees.
- d) **The maximum grant for each project is \$150,000.**

2 Information to be Submitted by the Applicant with the Completed Application Form

- a) Detailed project content and objectives, method of conducting activities/ teaching methodology, course outline (if applicable), publicity plan, target beneficiaries and schedule, etc. For exhibition, please provide details of the venue, description and photos of the artwork to be displayed.
- b) List of key personnel involved with curriculum vitae.

3 Guidelines on Income and Expenditure

The Council acknowledges that the implementation plan and artistic needs of each individual Education project vary. The below guideline provides a general support level for projects for the applicants' reference. Applicants are welcome to seek for support based on the actual need relevant to the scale and nature of activity, artistic standard of participants and artistic requirements of the project.

Expenditure Items	General Grant Guidelines
Personnel Fees	<ul style="list-style-type: none"> • Total personnel fees around 50% of the total expenditure of the project • (Including administrative/ planning co-ordinators, lecturers/ tutors, activity assistants, etc)
Activities Expenditure	<ul style="list-style-type: none"> • Around 25% of the total expenditure
All other administrative, publicity and venue rental costs	<ul style="list-style-type: none"> • Around 25% of the total expenditure

ii. Arts Promotion / Community Arts

1 About the Grant

- a) The objective is to support arts promotional projects of good artistic standard which aims to enrich and benefit the community by providing opportunities for the public to experience or actively participate in the arts. Through encouraging creative arts projects carried out at district levels, the Council hopes to promote the arts within the community and in to long run, to cultivate an environment conducive to the arts and arts development.
- b) Key Assessment Criteria:
 - i. The attractiveness of the project to the public, whether the project could enhance the appreciation of and participation in the arts amongst the public
 - ii. The effectiveness of the content and implementation methods of the project
 - iii. The capability of the applicant to seek for appropriate collaborative partner(s)/ organisation(s) in the community as well as other public resources or corporate sponsorship to contribute to the project
 - iv. The qualifications, experience and planning ability of personnel involved in the project's implementation
 - v. The appropriateness of the schedule, reasonableness of the budget, and the feasibility of the method to assess the results
- c) Where appropriate, the applicant is encouraged to collect reasonable course/ participation fees.
- d) **The maximum grant for each project is generally \$50,000. For territory-wide arts promotion project, the maximum grant is \$150,000.**

2 Information to be Submitted by the Applicant with the Completed Application Form

- a) Detailed project content, method of conducting activities, publicity plan, target beneficiaries and schedule, etc.
- b) If the project is to be co-organized, the areas of responsibility and resources to be contributed by each organization.

- c) List of key personnel involved with curriculum vitae.

3 Guidelines on Income and Expenditure

The Council acknowledges that the implementation plan and artistic needs of each individual Arts Promotion / Community Arts project vary. The below guideline provides a general support level for projects for the applicants' reference. Applicants are welcome to seek for support based on the actual need relevant to the scale and nature of activity, artistic standard of participants and artistic requirements of the project.

Expenditure Items	General Grant Guidelines
Personnel Fees	<ul style="list-style-type: none"> • Total personnel fees around 50% of the total expenditure of the project • (Including administrative/ planning co-ordinators, artists, activity assistants, etc)
Activities Expenditure	<ul style="list-style-type: none"> • Around 25% of the total expenditure
All other administrative, publicity and venue rental costs	<ul style="list-style-type: none"> • Around 25% of the total expenditure

C Research / Archiving / Critique/ Publication

1 About the Grant

- a) The objectives are to record and analyse the development of music in Hong Kong and to give recognition to the contribution of individual music practitioners. The Council also hopes to develop and nurture the literacy, interest and appreciation ability of the audience and participants in music, and to foster an atmosphere of discussion and criticism in the music field. In a long run, it is to improve the overall arts environment in Hong Kong.
- b) Key Assessment Criteria
 - i. The value/ contribution of the project to music development in Hong Kong, which could include:
 - promoting academic research in relevant areas of music development
 - collecting, re-organising and archiving information and documents which are valuable, representative or require immediate conservation
 - enhancing the standard and atmosphere of arts criticism
 - archiving performances/ music works of local musicians/ composers of high artistic standard and creativity
 - ii. The qualifications and experience expertise possessed by personnel involved
 - iii. The effectiveness of the content and implementation methods of the project in achieving the set objectives
 - iv. The appropriateness of the schedule, reasonableness of the budget, and the feasibility of the method to assess the results.
- c) **The maximum grant for a research/ arts criticism/ archiving project is generally \$100,000. The maximum grant for plain text publication shall usually not exceed \$50,000.**

2 Information to be Submitted by the Applicant with the Completed Application Form

- a) Methods of implementing the project (i.e. the proposed methodology of research or archiving projects; or the theme, area of discussion, and the project details of seminars / conferences).
- b) List of key personnel involved with curriculum vitae
- c) Schedule
- d) Method of applying and dissemination of the outcome
- e) Method of assessing the results of the project
- f) For research, archive and criticism publications, the applicant should provide the content page and a summary of the contents or synopsis of the publication. For periodicals and magazine publications, the applicant should provide a dummy of the magazine's design or samples of back issues for reference (1-3 issues).

- g) For plain text publication seeking only the printing costs, the applicant should provide **at least 50%** of the text/ score/ pictures for reference
- h) For CD/ DVD publication, the applicant should provide the synopsis of the audio recording/ video documentation, production details, expected length of the works, and at least 20% of the content for reference.

3 Guidelines on Income and Expenditure

a) Income

The applicant is encouraged to promote and distribute the publication publicly in order to maximise income to offset expenditure. The retail price of any plain text publication or CD DVD should not be less than \$50 with the discount for the distributor not exceeding 50%. And the estimated sales volume should not be less than 300 copies for every print run of 1,000.

When calculating the grant amount sought, the applicant must deduct all estimated income from the total expenditure. Upon completion of the project, the Council shall exclude sales income when calculating whether the project has a surplus/deficit as an incentive.

b) Expenditure

The Council acknowledges that the production and artistic needs of each individual project vary. The below guideline provides a general support level for research, archiving and arts criticism projects/ publication of different scale for the applicants' reference. Applicants are welcome to seek for support based on the actual need relevant to the actual scale and nature of activity, artistic standard of participants and artistic requirements of the project.

i. Research/ Archiving/ Arts Criticism Projects

Expenditure Items	General Grant Guidelines	
	Research / Archiving / Critique	Forum/ Seminar/ Talk
Fees for Administrators and Research Staff	<ul style="list-style-type: none"> • Around 70% of the total expenditure • Including administrative/ planning personnel, researchers, project assistant, etc 	<ul style="list-style-type: none"> • Around 30% of the total expenditure • Including administrative/ planning personnel, researchers, activity assistant, etc
Fees for Personnel in Forum/ Seminar/ Talk	Not applicable	<ul style="list-style-type: none"> • Around 20% of the total expenditure • Including overseas and local speakers/ guests
All other administrative and	<ul style="list-style-type: none"> • Around 30% of the total expenditure 	<ul style="list-style-type: none"> • Around 50% of the total expenditure

publicity costs		<ul style="list-style-type: none"> Including marketing and publicity, venue rental, documentation, administration costs, translation/ simultaneous interpretation, expenditure of lodging, international and local transportation and living of overseas guests/ speakers, miscellaneous, etc
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ii. Publication Projects

Expenditure Items	General Grant Guidelines (HK\$)			
Non-text-based Publication (e.g. compilation/ collection of pictures, photographs, scores, etc.)	Scale of Publication	Large Scale <i>(more than 128 pages)</i>	Medium Scale <i>(48 to 128 pages)</i>	Small Scale <i>(less than 48 pages)</i>
	Basic Printing (including expenses on editing, proof-reading, type-setting, artwork design, layout, printing, paper, binding and image scanning etc.)	\$100,000	\$60,000	\$30,000
	(Additional) Special printing requirements (e.g. special requirements related to size, design effects, binding or packaging)	+\$20,000	+\$15,000	+\$10,000
Text-based Publication	Scale of Publication	Large Scale <i>(more than 512 pages)</i>	Medium Scale <i>(256 to 511 pages)</i>	Small Scale <i>(less than 256 pages)</i>

	(Additional) Special Printing Requirements (e.g. 4-colour printing, or special requirements related to size, design or packaging)	+\$20,000	+\$15,000	+\$10,000
Writer's fee	Due to resources constraints and in order to encourage the grantee to develop the market for sale, the Council does not support the writer's fee of personal titles. The author should negotiate with the publisher regarding royalty or other forms of remuneration.			
Promotion	Around \$5,000 (including postage)			

iii CD/ DVD Publication Projects

Expenditure Items	General Grant Guidelines (HK\$)	
Digital Video Disc (DVD)	Video Production (Including expenses on video-shooting, venue and equipment rental, video editing or post-production expenses etc.)	Approximately amounted to 50% of the total expenditure
	DVD Printing (Including expenses on printing, design and art-work of the DVD cover, booklet, disc and packaging)	Approximately amounted to 25% of the total expenditure
Compact Disc (CD)	Audio Production (Including commission/ arrangement fees for new works, copyright fee, venue, equipment and instrument rentals, expenses on recording, mastering or post-production, etc.)	Approximately amounted to 50% of the total expenditure
	CD Printing (Including expenses on printing, design and art-work of the CD cover, booklet, disc and packaging)	Approximately amounted to 25% of the total expenditure
Promotion, Administration and Miscellaneous cost	<ul style="list-style-type: none"> Approximately amounted to 25% of the total expenditure Including publicity, administration cost, postage, documentation, contingencies, and miscellaneous, etc. 	
Applicant should provide the quotations on audio/ video production and CD printing from the production house/company.		

D Cultural Exchange

i. General Cultural Exchange

1 About the Grant

- a) The objective is to widen the experience and horizons of local arts practitioners, with the view to enhance the artistic standards of music in Hong Kong, and to pave way for Hong Kong to become an international cultural metropolis.
- b) Key Assessment Criteria:
 - i. Value of the project to music development in Hong Kong and the enhancement of artistic standards
 - ii. The artistic standard, qualifications, experience and organisational ability of the applicant/ participant(s), and whether they are leading exponents in their fields
 - iii. The effectiveness of the proposed methods of implementation or realization in achieving the project's set objectives and concept.
 - iv. The feasibility of the project content, scale, schedule and the reasonableness of the budget.
- c) Overseas/ Outbound Cultural Exchange Projects
 - i. This refers to sponsoring (partially or fully) the selected participant(s) to participate in the production, public performance, international conference or academic activity held outside Hong Kong
 - ii. The Hong Kong participant(s) must represent high artistic/ academic standards.
 - iii. The performance in which the Hong Kong participant(s) partake should be of high artistic standard/ quality and be a non-commercial performance open to the public.
 - iv. The arts festival, academic conference, seminar, etc. in which the Hong Kong participant(s) partake should be a reputable and internationally recognized event. The Hong Kong participant(s) should receive formal invitation from the overseas organizer and be either presenting research paper(s) or taking up crucial role(s) in the overseas event.
- d) Local/ Inbound Cultural Exchange Projects
 - i. This refers to subsidizing (partially or fully) the organization of an open-to-public academic conference, seminar or music festival in Hong Kong; or inviting overseas professional artists to be special guest(s) in a local performance/ activity
 - ii. The event should demonstrate value/ contribution to music development in Hong Kong.
 - iii. The overseas guest(s) should be a professional and renowned expert in the field, and will assume a specific, professional and crucial role in the event (eg. to present research papers or to be a principal guest performer).
- e) **The maximum grant for each approved application is \$150,000.**

2 Information to be Submitted by the Applicant with the Completed Application Form

- a) Formal invitation from the overseas presenter or host organization.

- b) Details about the content/ programme of the activity, schedule and target participants (including artists and beneficiaries)
- c) Profile of the applicant, presenter/ host organization and co-organizer (if any). The qualifications and experience of music practitioners that partake in the exchange activities.
- d) If the project is to be co-organized, the areas of responsibility and resources to be contributed by each organization
- e) For presentation of a research paper at an international conference, the title and abstract of the research paper

3 Guidelines on Income and Expenditure

- a) Overseas/ Outbound Cultural Exchange Projects
 - i. In general, the Council will give priority consideration in supporting the travel costs incurred in the project (economy class return air/ train/ coach fare from Hong Kong), depending on the destination and actual needs. The Council may also consider partly subsidizing the production, transportation, documentation and administration expenses directly incurred by the Hong Kong participants for the performance.
 - ii. Other expenses (eg. Artist/ personnel fees, overseas accommodation, transportation, publicity, registration fees, per diem, etc) should be either supported by the overseas presenter/ host organization, funded by other sponsors or self-financed by the applicant.
 - iii. The overseas presenter/ host organization should bear the entire cost of organizing and publicizing the performance/ conference/ activity.
- b) Local/ Inbound Cultural Exchange Projects
 - i. The Council will consider partly subsidizing the cost of organizing the event depending on the scale and academic/ artistic value of the project
 - ii. **In normal circumstances, only either ‘fees’ or ‘travel costs, accommodation and per diem’ for the overseas guest(s) will be supported.**
 - iii. Support for the travel costs of the overseas guest(s) will be considered with reference to the price of the economy class return air/ train/ coach fare from Hong Kong.
 - iv. Support for accommodation will be considered with reference to the price of 3-star hotel rooms.
 - v. Per diem (daily allowance for meals and local transportation) for overseas guests/ experts should not exceed \$500 per person per day

4 Conditions of Grant

Upon completion of the project and if required by the Council, the applicant should:

- a) Submit photographs, house programme/ promotional materials, news clippings/critiques, etc. of the project to the Council for reference/ record purposes.
- b) Submit the academic paper/ report delivered or presented at the international conference to the Council for public access.

- c) Hold a sharing session with the public and other professionals in the field on the result and achievement of the project.

ii. **Cultural Exchange between Hong Kong and the Pearl River Delta¹**

1 About the Grant

- a) To respond to the arts development strategies of the Council and to strengthen cultural exchange between Hong Kong and the Pearl River Delta (PRD) Region, the objective of the grant is to encourage the local arts groups and arts practitioners to take a more active role in participating exchange projects such as openly ticketed performance/ touring, exhibition and arts festival held in the PRD.
- b) Key Assessment Criteria:
 - i. The track record of artist participants / arts organisation(s) involved in the exchange project
 - ii. The artistic standard of the exchange project
 - iii. The significance of the project in development audiences for Hong Kong artists/ arts-group at the PRD..
 - iv. The track record of the PRD collaborative partner(s) and its resources contribution to the project.
 - v. The feasibility of the overall project and the reasonableness of the budget.
- c) **The maximum grant for each approved application is \$150,000.**
- d) ADC One-year grantees are welcome to apply this particular grant category under the Council's Project Grant scheme.

2 Information to be Submitted by the Applicant with the Completed Application Form

- a) Informal invitation and preliminary approval from the PRD collaborative organization(s) with relevant documentary proofs.
- b) Curriculum vitae of the applicant and list of key artistic/creative personnel involved in the exchange project.
- c) Details about the content of the activity, schedule and target participants, profile of the collaborative partner(s) in the mainland and their modes of collaboration in the project.
- d) Budget of the project, including the resources contributed from PRD collaborative partner(s).

¹ Pearl River Delta here refers to the Greater Pearl River Delta which covers the Macau SAR, and nine prefectures of the Guangdong Province, namely Guangzhou, Shenzhen, Dongguan, Foshan, Jiangmen, Zhongshan, Zhuhai, Huizhou and Zhaoqing.

- e) The applicant is required to submit video / sound recording should the exchange project is a re-run performance.

3 Guidelines on Income and Expenditure

- a) The Council will give priority consideration in supporting the production, personnel fees, travel and transportation costs, depending on the actual need.
- b) The applicant should seek venue and publicity support from the PRD collaborative partner(s) and to cover the above expenses through ticket/ other related performance income.

4 Conditions of Grant

When required, the grantee should assist the Council in reviewing the project outcome, such as to provide assistance in arranging assessors to attend performance in the PRD, and to conduct audience survey, etc. This will help the Council to formulate relevant arts policies in the future.

E Grant for Emerging Artists

1 About the Grant

- a) The grant aims to provide opportunities for emerging artists in presenting and creating artistic works and gain valuable professional experience that will enable them to further their career. An emerging artist, referring in this document, is a recent arts graduate that has completed an arts course / formal training in the arts, and who is attempting to launch a professional career in the arts/ art-form.

The Council also welcomes applicants who have not gone through formal training but have mastered the recognized level of techniques in her/his art form. They may wish to submit with their application a reference letter from an experienced arts practitioner, or invite an experienced arts practitioner to be his/her mentor, in support of their applications.

- b) This particular grant aims to support young emerging artists in organizing or participating in performances, exhibitions, publications or creating and presenting new artistic works.

2 Eligibility

- a) Individuals residing in Hong Kong who have recently completed a course / formal training in music, with the potential and commitment in launching a professional career in music, and are currently practicing the art form are eligible to apply for the Grant.
- b) Based on the criteria listed in clause 1, full-time students (who are currently enrolled in a full-time course at the time of the application deadline) are not eligible to apply for the *Grant for Emerging Artists*.
- c) Applicants should have mastered the recognized level of techniques in music, with previous training (in form of formal training or apprenticeship) and/or track records and experience in the art-form, such as public performance or awards, etc.
- d) Music project applications **should be in the categories of either performance or artistic creation**. Should the project be an artistic creation project (i.e. music composition), the applicant should also include a simple presentation / performance of the newly created work.
- e) Those who have previously received a grant from ADC are not eligible to apply for the *Grant for Emerging Artists*, they can consider to apply the *Project Grant*.
- f) Applicant for *Grant for Emerging Artists* should not apply for *Project Grant* at the same application period.
- g) Performance activities must be open to public and open for ticket sales, while new work presentation must be open to public. All applications should also include a basic marketing and promotional plan.
- h) Applicant may choose to collaborate with experienced artists in realizing the project. But the grant applicant should be involved as the major personnel (creative/ artistic) of the project.

3 Selection Criteria

- a) Overall artistic merit of the applicant's previous art work and demonstration of exceptional talent
- b) The applicant's serious professional commitment to music
- c) Contribution of the proposed project to the applicant's professional development
- d) Feasibility of project content, scale and work schedule; reasonableness of budget

Normally the project should commence within one year after result is notified, and should be completed within one year after commencement of project. The *Grant for Emerging Artists* will be assessed by at least 2 HKADC Council members and/ or examiners.

4 Information to be submitted by applicant

Applications must be submitted on a valid application form (for Emerging Artist) with:

- a) Credentials of the Applicant and the major personnel participating in the proposed project.
- b) List of key artistic/ creative staff, performers, and major staff involved, with their positions and remuneration.
- c) An artist's statement (around 250 words). Write about the vision and goals of the applicant as an artist, how the grant will benefit the career development
- d) Details of project content, and budget
- e) Applicants are required to submit taped performances/ record of previous creative works of 15 minutes duration as reference (4 copies in DVD/ CD-R format).
- f) Applicant may attached a reference letter from a referee who is a practitioner in the related art-form in support of the application.

Incomplete application, or application fail to provide details of the content of project and the project expenditure items may adversely affect the application's chance of approval.

5 Level of subsidy

The Grant for Emerging Artists will be in a form of block grant, the subsidy level for music applications are as follows: \$20000/ \$25,000 / \$30,000 (depending on size of production and performing venue)

Updated by HKADC in May 2008