



# **Iber Exchange:** Grants to Facilitate Music Exchange within the Americas

## **Program Guidelines**

### **PRESENTER BOOKING DEADLINE; OFFER LETTERS DUE TO AGENTS**

April 15, 2024

### **TOURING PERIOD**

July 1, 2024 – June 30, 2025

### **GRANT NOTIFICATIONS**

By July 1, 2024

### **REGIONAL REQUIREMENT**

Presenters based in Delaware, the District of Columbia, Maryland, New Jersey, New York, Pennsylvania, Puerto Rico, the U.S. Virgin Islands, Virginia, and West Virginia

### **ACCESSIBILITY**

This publication is available in .PDF format and as an accessible Word file at [www.midatlanticarts.org](http://www.midatlanticarts.org). For additional accessibility requests, contact Andrew Alness Olson, Program Director, International at [andrew@midatlanticarts.org](mailto:andrew@midatlanticarts.org).

### **ABOUT THE PROGRAM**

Mid Atlantic Arts believes in the power of the arts to promote a greater understanding of other cultures. Iber Exchange is a grant program designed to increase availability of international music programming throughout Delaware, the District of Columbia, Maryland, New Jersey, New York, Pennsylvania, Puerto Rico, the U.S. Virgin Islands, Virginia, and West Virginia (the Mid Atlantic Arts grantmaking region), and to promote a greater understanding of other cultures through the performing arts. Iber (pronounced "EE-burr") Exchange provides fee support grants to nonprofit presenters located in the states and territories listed above that contract artists as part of the Iber Exchange program in collaboration with the IberoMúsicas organization.

All funded engagements are required to include a public performance and a community engagement activity that creates interaction between audiences and visiting artists. An emphasis is placed on funding engagements in communities where opportunities to experience the arts are limited by geography, ethnicity, economics, or disability.

Mid Atlantic Arts recognizes that international touring is most cost-effective for presenters and artists

when multiple presenters collaborate to bring an artist to various communities in one trip. This program offers the opportunity for both presenters and artists to receive funding to facilitate collaborative cultural exchange.

Iber Exchange is a program of Mid Atlantic Arts in collaboration with Ibermúsicas and made possible through the generous support from the National Endowment for the Arts' Regional Touring Program.

## ABOUT IBERMÚSICAS

Ibermúsicas is a multilateral governmental organization dedicated to supporting the diversity and growth of the Iberoamerican music sector. Members include Argentina, Brazil, Chile, Colombia, Costa Rica, Ecuador, Mexico, Panama, Paraguay, Peru, Portugal, Spain, and Uruguay. Ibermúsicas provides grants to support the mobility and development of musicians in their member countries.

## HOW IT WORKS

This initiative is a partnership grant program featuring cross-cultural collaboration between artists and presenters. It includes two phases, the Touring Roster Selection Phase, and the Presenter Grant Support Phase. Presenters in the Mid Atlantic Arts grantmaking region can join the program in either phase. Take part in the Touring Roster Selection Phase to support artists you are interested in booking so they can be considered for the Iber Exchange roster. Presenters can also choose to wait for the second phase and join tours of the selected roster artists as explained below.

### 1. Touring Artist Roster Selection Process:

- Ibermúsicas will conduct an open call for artist applications between June 1 and October 2, 2023.
- Artists must be based in Ibermúsicas' member countries (Argentina, Brazil, Chile, Colombia, Costa Rica, Ecuador, Mexico, Panama, Paraguay, Peru, Portugal, Spain, and Uruguay) to apply for funding and [meet Ibermúsicas' eligibility criteria](#).
- Nonprofit presenters in Mid Atlantic Arts' region interested in inviting an international music ensemble or solo musician from one of the countries listed above should provide a letter of invitation to the artist so that artists can apply directly to Ibermúsicas. The letter should include the presenter's name, contact information, public performance and community engagement date(s) between July 1, 2024 and June 30, 2025, as well as the negotiated inclusive fee. Artists must apply to Ibermúsicas for support by October 2, 2023.
  - a. Interested in supporting an artist? Ibermúsicas has a catalogue of music artists and ensembles from their member countries. Review the [catalogue here](#).
- Applications submitted by artists to Ibermúsicas will then go through a panel process to select the artists that will make up the touring roster. Artists will be selected for the touring roster in December 2023 and will receive grant support directly from Ibermúsicas to defray visa costs.

### 2. Presenter Grant Support:

- Artists selected for the Iber Exchange touring roster through the Ibermúsicas open call will tour through Mid Atlantic Arts' grantmaking region between July 1, 2024 and June 30, 2025. Eligible presenters who provided letters of invitation to these selected artists when they applied to Ibermúsicas will be eligible for grant support from Mid Atlantic Arts.

- Details on artists selected for the roster will also be promoted starting in January 2024 so that additional presenters interested in joining the tours can do so with grant support, should funds allow.
- Fee subsidy grants from Mid Atlantic Arts will vary and may support:
  - A fee subsidy up to 50% of the negotiated artist fee for the engagement
  - Plus when flights are required between engagements within the Mid Atlantic Arts grantmaking region, up to 50% of artist flight or boat costs covered by the presenter are also eligible for support.
- Grants must be matched on a 1:1 basis. Additional details at [Grant Award Limitations](#).
- The total grant amount toward the artist fee subsidy and other eligible expenses is not to exceed \$5,000 (or \$7,000 for the US Virgin Islands and Puerto Rico). Grants will generally range between \$1,500 - \$4,000 per presenter.

All presenters interested in receiving grant subsidies and forming part of selected tours must submit an offer letter to the tour agent by April 15, 2024. After submitting the letter, presenters must fill out an online form that requests details about their organization and the engagement, including planned artist-involved community engagement.

## PRESENTER ELIGIBILITY

In order to receive fee support grants, a presenting organization must:

- Be based anywhere in the Mid Atlantic Arts' grantmaking area: the District of Columbia, Delaware, Maryland, New Jersey, New York, Pennsylvania, Puerto Rico, Virginia, West Virginia, and the U.S. Virgin Islands.
- Be a 501(c)(3) nonprofit organization or a unit of state or local government. Units of state or local government must provide a document on official letterhead to confirm status as a government entity. Fiscal sponsorship is not permitted for this program.
- Be in good standing with Mid Atlantic Arts, with no overdue or outstanding required reports and/or grant documents.
- For this program, a presenter is defined as an organization that regularly schedules and engages professional artists to perform before general audiences in its community and manages the related performance logistics as an ongoing and significant component of their organization's activity.
- We encourage the participation of presenters from a variety of eligible organizations including: organizations that serve populations whose opportunities to experience the arts are limited by ethnicity, economics, geography, or disability; organizations with small and medium-sized budgets; organizations from rural or urban communities; and organizations that may be receiving funding from Mid Atlantic Arts for the first time.
- Presenters will be selected on the strength of their proposed activity engagement as well as compelling outreach to their community.

## ENGAGEMENT REQUIREMENTS

In order to receive fee support grants a presenting organization must:

- Enter into a contract with an Ibermúscas-selected artist for at least one public performance **and** at least one community engagement activity that builds appreciation for the performance or art form and provides the public with opportunities for direct interaction with the visiting artists. Presenters will be selected on the strength of their proposed activity engagement as well as compelling outreach to their community. Community engagement activities may include, but

are not limited to, master classes, lecture-demonstrations, workshops, and pre- or post-performance discussions. The activity offered must involve the featured artist(s). Presenters must discuss the community engagement activity and the artist's involvement and include these activities in their negotiations. Presenters must provide details on community engagement plans before being confirmed for a grant award.

## **DETERMINATION OF GRANT AWARD AMOUNTS**

- Presenters reaching communities whose opportunities to experience the arts are limited by geography, ethnicity, economics, or disability will be given priority consideration for support.
- All eligible presenters that contract an eligible engagement, regardless of priority status, will be eligible for a fee subsidy grant award.

## **GRANT AWARD LIMITATIONS**

- An eligible presenter can receive two awards per year provided each engagement meets program guidelines.
- Fee support grants are first come, first served. Presenters are encouraged to secure artist engagements as soon as possible.
- Fee subsidy is not guaranteed until confirmed by Mid Atlantic Arts.
- Funding awarded by Mid Atlantic Arts is restricted to the specific, direct costs of the project, as detailed in the Presenter Grant Award section above, and *may not be used for indirect costs*.
- Grants must be matched on a 1:1 basis. The match may not include Federal funds and the grant and the required match may not be used to match other Federal funds whether they are received directly from a Federal agency or indirectly, such as through a state agency or other entity.
- Any air travel directly paid by the presenter in whole or in part with this grant or the match must follow the provisions of the Fly America Act. Any air travel must be done on a U.S. flag air carrier which can include service provided under a code share agreement with a foreign air carrier when the ticket, or documentation for an electronic ticket, identifies the U.S. flag air carrier's designator code and flight number. Exceptions to the Fly America Act are outlined in the Grant Award Agreement.

## **GRANT AWARD TIMELINE, PAYMENT, AND FINAL REPORT**

- Presenters intending to join a tour with grant support must submit an offer letter to the artist's agent by April 15, 2024 that includes the presenter's name, contact information, public performance and community engagement date(s), as well as the negotiated inclusive fee and recommended amount of grant support as discussed with the tour agent.
- Presenters will be required to fill out a short online form with public performance and community engagement activity details by May 10, 2024.
- Presenters will be notified of official fee support grant approval by July 1, 2024.
- If awarded, the initial payment of 90% of the presenter grant will be released at the beginning of the grant period (30 days prior to the first engagement activity) provided that the following items have been completed by the grant recipient:
  - Review and execution of a grant award agreement
  - Upload of a copy of the counter-signed contract with the proposed artist in the Mid Atlantic Arts portal no later than 30 days prior to the first engagement activity
- Final Report: A final report for a funded project is to be completed and is due no later than 30 days after the conclusion of the final engagement activity. The final report, made available in the

Mid Atlantic Arts portal at the time the grant is awarded, requires a brief description of the completed project along with an accounting of expenditures for the funded activities. Final report instructions are provided as part of the grant award documents. The final 10% of the grant is paid once a complete and satisfactory final report is received from the grant recipient and approved.

## CONTACT US

Contact Andrew Alness Olson, Program Director, International at [andrew@midatlanticarts.org](mailto:andrew@midatlanticarts.org) or by calling 410-539-6656 x103. Steph Reyes, Program Associate, Fellowships & International can be reached at [sreyes@midatlanticarts.org](mailto:sreyes@midatlanticarts.org).

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