



## Targeted Demo Program Application Project Description

On a separate sheet, please address the following questions:

1. Provide a short summary of the project. (No more than two sentences)
2. Background of the artist/group/industry professional
  - Music genre/Style
  - Audience/Market
  - Brief history of Live Performance
  - Current & recent gigs
3. Provide a full project description including a description of how you intend to use the demo. For example: to apply for showcases; to help secure live gigs.
4. Describe how this project will meet one and/or all of the following objectives of the program:
  - Encourage the marketability of your product
  - Enhance your professionalism
  - Improve your business, marketing and technical skills.
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5. Describe how you will measure your success in meeting the objectives outlined in question #4.
6. Provide a critical path showing pertinent dates and tasks for your project, include anticipated start and completion dates.
7. Provide a detailed project budget.
  - Itemized expenses
  - Itemized revenues , if applicable



**TARGETED DEMO PROGRAM  
Application Form**

1. Artist/Group applying: \_\_\_\_\_

Contact (If Different from Above) \_\_\_\_\_

Address: \_\_\_\_\_

City/Town: \_\_\_\_\_ Prov: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E mail: \_\_\_\_\_

Amount Requested: \_\_\_\_\_ Total Project Cost: \_\_\_\_\_

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

2. Has the applicant previously applied for funding through the Targeted Demo Program?      Yes                  No

3. Signature of Artist/Group Contact/ \_\_\_\_\_

N.B. If successful, who do you want the cheque made payable to? \_\_\_\_\_

(If payable to an individual that person will receive T4A tax documents. If payable to a group or company, the group or company must have a bank account)

**Notification of Results:**

Applicants will be informed of grant decisions by letter usually within 60 days of the grant deadline. Unsuccessful applicants may re-submit eligible projects at the next grant deadline.

**Please Complete The Project Description On The Next Page.**

I have enclosed a self-addressed and stamped envelope with sufficient postage to cover the cost of returning my support material. \_\_\_\_\_

I will pick up my support material at the Music PEI office **within 30 days** of receiving a funding decision letter. \_\_\_\_\_

I do not want my support material returned. \_\_\_\_\_

**Terms and Conditions –**

The applicant(s) by signing below do hereby severally and jointly:

- 1(a) Agree to be bound by all approvals and disapprovals of MUSIC PEI in connection with this application for funding or in connection with any payment or allocation of funding.
- 2(b) Agree that they will not institute any claim or proceeding against MUSIC PEI (or its directors, officers or employees) by reason of any approval or disapproval of MUSIC PEI in connection with this application for funding or in connection with any payment or allocation of funding.
- 3(c) Agree that MUSIC PEI (and its directors, officers and employees) shall not be liable for any direct, indirect, consequential or incidental loss or damage arising out of such application or the payment or nonpayment of such funding. MUSIC PEI is responsible for payment of funding once funding has been awarded.
- 4(d) Agree that the applicants and their representatives, legal surrogates, parent companies, affiliates, subsidiaries and divisions assume the entire risk of loss and/or damage arising out of the application for funding, the approval or disapproval of such application and the payment or non-payment of such funding.
- 5(e) Agree that their budget projections are based on fact and have been prepared with due regard to reality and moderation.
- 6(f) Agree to supply to MUSIC PEI if funding is approved within 60 days of the end of the project a financial statement indicating in detail the costs and expenses relative to the project accompanied with original receipts/ invoices as supporting documentation, and such other documents as may reasonably be requested by MUSIC PEI.
- 7(g) Agree that MUSIC PEI will respect the confidential nature of the material submitted in this application.
- 8(h) Agree to allow an accredited accounting firm, or agent acting on behalf of MUSIC PEI or the Prince Edward Island Department of Community Affairs, Culture and Labor, to examine, photocopy and make extracts from the applicant's books of account at all reasonable times, provided that such reviews are limited to matters concerning the details of this application and that all information pursuant to such review is kept confidential by MUSIC PEI.
- 9(i) Agree to declare, at the time the application is submitted to MUSIC PEI, any monies which have been, or are expected to be, received for the proposed project from other government sources.
- 10(j) MUSIC PEI's contribution in the form of a non repayable investment up to \$4000.00 will be made available within 30 days of the Letter of Acceptance/Funding Agreement being received in the Music PEI office. The amount to be provided will be 75% of the non-repayable investment up to \$1000.00. The balance (25%) will be paid out within 30 days of the Completion Report being submitted and approved by Music PEI to the applicant or its designated payee. MUSIC PEI reserves the right to withdraw all or part of the recommended funding if the actual budget is substantially different from the project budget or cannot be substantiated to MUSIC PEI's satisfaction. Failure to provide the Completion Report within the agreed upon time frame may cause artist and/or group to be ineligible for future funding until such time as this requirement has been satisfied.
- 11(k) Agree and certify all the information above to be true and complete, and authorize and consent to the receipt and provision of account and credit information from and to credit grantors, credit bureaus and suppliers of service.

*Applicant's Agreement: I hereby warrant that the information submitted in this application is correct to the best of my knowledge.*

Signature: \_\_\_\_\_

Please Print Name: \_\_\_\_\_

**TARGETED DEMO Check List -**

- 5 copies of your Application Form and Project Proposal including Budget
- One copy of any extras, i.e. press clippings, you would like to have the panel view

- ❑ Copy of Residency form if not already submitted. Next update of the form will be due by December 31<sup>st</sup> 2008.
- ❑ Include also Music PEI membership form plus membership payment if not already a member.
- ❑ Copy of Bio and a 2007/08 Career Highlights (list of accomplishments in 2007/08 if applicable) page for the file. Note the next update for both will be due December 31<sup>st</sup> 2008.
- ❑ A signed Terms and Conditions must accompany all applications. An application will be considered incomplete and not eligible for consideration without this agreement signed and returned.