

MPA RICHARD TOEMAN SCHOLARSHIP 2008

APPLICATION FORM

Once you have read the Guidelines (see later pages) please complete (typewritten or printed clearly in black ink) this application form and return it to the MPA (see contact details on page 3) before the deadline of **5.00pm on Thursday 31 January 2008**.

PERSONAL DETAILS			
Surname		First name	
Home address			
Home telephone		Work telephone	
Mobile		Email	
Date of birth			

EMPLOYMENT HISTORY (most recent first)			
Dates		Employer	Post title/main duties
From	To		

EDUCATION, TRAINING & PROFESSIONAL QUALIFICATIONS (most recent first)				
Dates		Institution/Organisation	Qualification obtained	Grade
From	To			

APPLICANT'S STATEMENT

Max 750 words. The statement should set out the applicant's music publishing ambitions, experience to date and a detailed description of how the award money would be spent, including:

- the title/s of proposed course/s of study
- brief description/s of the proposed course/s of study
- start date/s and duration/s
- whether the course/s are full or part-time
- a breakdown of tuition and any associated costs
- an explanation of how the applicant feels they would benefit from the proposed course/s including a description of the new skills they will acquire through such study

(please continue on and attach additional sheet/s if appropriate)

REFERENCE

Max 500 words. The reference should set out the personal and professional/academic qualities and achievements and professional potential of the applicant, and explains why the applicant would be deserving of the award.

(please continue on and attach additional sheet/s if appropriate)

SIGNATURES

APPLICANT	REFEREE	
I hereby confirm my application for the MPA Richard Toeman Scholarship 2008. If presented with the award, I undertake to provide a written report on how the money has been spent together with evidence of expenditure at the end of the 2008/09 academic year, and to speak at future MPA events if required _____ (Applicant's signature)	Name	
	Title	
	Company/ Institution	
	Address	
	Tel	
	Email	
	Signature	
	_____ (Referee's signature)	

Please complete and return this form (before **5.00pm on Thursday 31 January 2008**) to:
 Beth Jones, Music Publishers Association, 6th Floor, British Music House, 26 Berners Street, London W1T 3LR
 Email: bjones@mpaonline.org.uk Fax: 020 7637 3929

MPA Richard Toeman Scholarship Founding Donors:

ABRSM (Publishing) Ltd • Ariel Music • Bourne Music Ltd • Bug Music Ltd • Catalyst Music Publishing Ltd • EMI Music Publishing Ltd • Menace Music Ltd • Mute Song Ltd • Rock Music Company Ltd • Silva Screen Music (Publishers) Ltd • Songstream Music • Sony/ATV Music Publishing (UK) Ltd • SJ Music • Stainer & Bell Ltd • Woza Music

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GUIDELINES

BACKGROUND

The MPA Richard Toeman Scholarship Scheme is designed to:

- Support the progress of outstanding individuals within the music publishing industry;
- Encourage potential, or new, recruits to the industry to develop their skills and experience through study; and
- Encourage each year's recipient to achieve an enhanced preparedness for a successful career in the music publishing industry.

The Scholarship is named in memory of Richard Toeman who died suddenly in March 2005 following a very successful 40-year career at Josef Weinberger Ltd. Throughout his career Richard gave generously of his time and expertise to the MPA and to the music publishing business as a whole. He was admired and respected by colleagues working across all sectors of the industry and the MPA is proud to be able to pay tribute to his considerable contribution to our work in this way.

The Scheme operates on a rolling annual basis, enabling the MPA to provide one individual who has applied in a particular year with an award in the form of money (up to £3,000) to be applied to course or seminar fees and associated costs during a reasonable and fixed period of time. In the exceptional event that two candidates are deemed by the selection committee to be of equal quality in a particular year, the award may be split.

The MPA's grateful thanks go to the music publishers listed at the foot of this page who provided founding donations to the MPA Richard Toeman Scholarship Fund.

ELIGIBILITY

The Scheme is open to:

- Individuals who have been working within the music publishing business for five years or less; and
- Individuals who are in their final year of a music or music business degree course, who have ideally (but not necessarily) studied music publishing as part of that degree and who are intending to pursue a career in music publishing; and
- Individuals who graduated from a music or music business degree course in 2007 and who are intending to pursue a career in music publishing.

Note that:

- Individual applications must be supported either by a reference from the applicant's line manager or, in the case of students or recent graduates, the applicant's Head of Department or equivalent;
- Applicants must be intending to pursue a career in music publishing;
- There is no limit on the number of applications that will be accepted from any one publisher or educational institution;
- The winner in a particular year may not apply again. Other individuals who have applied in a particular year may apply in the following and future years;
- Each year's Award winner will be required to provide a written report on how the money has been spent at the end of the fixed period of time for which funding has been provided, together with evidence of expenditure, and to be prepared to speak at future MPA events, if required; and
- The MPA reserves the right to ask each year's Award winner to provide evidence of course enrolment or acceptance before all or part/s of the Award funds are released.

NOMINATION & SELECTION PROCESS

Applicants should submit the completed (typewritten or printed clearly in black ink) application form (which must be signed by the applicant and referee) to the MPA before **5.00pm on Thursday 31 January 2008**.

Members of the MPA Education & Training Group will review the applications submitted and draw up a shortlist of potential winners based on the following criteria:

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- An assessment of the personal and professional/academic experience, achievements and qualities of the applicant, and their potential;
- The referee's recommendation and his/her enthusiasm for the applicant, the applicant's project and future ambitions;
- The panel's assessment as to whether the applicant's stated ambitions are realistic, the proposed course/s of study are appropriate and the costings are accurate.
- The panel's assessment as to whether the applicant's proposal would help them become a useful/more useful employee within the industry. Criteria might include evidence of existing aptitude (or recognition of the need for aptitude) in specialist areas such as music copyright, editing, A&R, production and design, marketing, etc; and
- Where relevant, the panel will take account of and provide recognition for evidence that the applicant is intending to research and report on issues of importance to the future of music publishing.

Each of those on the shortlist will be invited to attend a brief interview with members of the MPA Education & Training Group and all applicants will be informed of the Group's decision once it has been ratified by the MPA Board. The interview panel will comprise individuals drawn from all sectors of the music publishing business and interviewees will be expected to demonstrate a general awareness of the business as a whole and their role within it.

It is envisaged that the Award will be presented at the MPA's AGM on Thursday 24 June 2008.

PLEASE NOTE THAT:

- The MPA is not responsible for lost or misdirected mail; and
- The MPA will not discriminate against any nominee for reason of disability, race, colour, creed, gender, sexual orientation, age, national origin or marital status.