

2027 Convention Proposal Application SAMPLE

Sample only - the application must be completed online via the NFA website/member portal.

Applicant Information

Performer/Group Name:

Proposal Title:

Proposal Description (250 words max): *Be sure to include how it fits with the theme of the Convention.

What are your goals for this session? 100 words max.

Member First Name:

Member Last Name:

Pronouns:

Email (non .edu): *Your proposal confirmation email will go here. Refrain from using .edu email addresses.

City:

State/Province: *Please use state abbreviations

Country:

Phone Number:

Proposal Information

Select the category that applies to your proposed session: Solo Performance (alone, with keyboard, or electronics) | Chamber Music (2 or more musicians) | Lecture | Lecture recital | Panel | Poster Session | Sight Reading Session | Warm-Up Session | Workshop | If Other, please describe your event in the field below

Program Book Description (40 words): *In 40 words or less, provide an inviting and concise description of your event for the program book. Descriptions will be edited for clarity, style, and space limitations.

Do you grant permission to the NFA to live-stream this event?: *A small number of events will be selected. The final decision will be made by the NFA.

If you are submitting on behalf of an NFA committee, please type in the name of the committee here:

In addition to an indoor performance, would you be willing to present this program a second time in an outdoor setting?

Proposal Information (ctd.)

Hashtags/Keywords: Please include up to 10 keywords that capture the theme(s) of your proposal | ex. MusicByBlackComposers, PrinceTribute, Nature, Freelancer

Proposal Categories (select all that apply)

Adult/Amateur Flute | Career and Entrepreneurship | Commercial Music | Community Development and Engagement | Music Composition | Electronic Music | Flute Clubs | Global Flutes | Historical Flutes | Idea (Inclusion, Diversity, Equity and Accessibility) | Jazz | Low Flutes | Multimedia | Music Publishing | New Music | Pedagogy | Performance Health & Wellness | Popular Music | Piccolo | Standard Repertoire | Research | Other:

Proposal Details

Work 1 Full Title: *Please include the full title of each work including Piece Number, Key, Opus Number etc. (Example: Concerto No. 1 in G Major, K.313)

Work 1 Date of composition:

Work 1 Composer's First Name:

Work 1 Composer's Last Name:

Work 1 Composer's Dates:

Work 1 Arranger: *Input N/A if this is not an arrangement.

Work 1 Is the work a world premiere?

Work 1 Timing of the work: *Please use minutes followed by semicolon and seconds to indicate timing: mm:ss (Example: 5:30 = 5 Minutes 30 Seconds)

Work 1 - Time needed for set up AND any spoken introduction of work

Work 1 Publisher:

Work 1 - Is this work currently in print?

Work 1 Please list all movements: *Example. I-Allegro, II-Largo, III-Gigue or write "in one movement" if the work does not have multiple movements.

Link 1 - Video or Audio (dropbox, vimeo, google drive, or youtube only): *A recording of your playing is required for each work on your proposal. Use this field to provide a working link. (Dropbox, Vimeo, Google Drive, or YouTube only). Access must be set so that anyone with a link can view the video or files.

Video or Audio File Description (1): *Please describe your video or audio link here. If you are not the performer, please note that.

Repeat all "Proposal Details" questions for Works 2-5

Performer Bios

Your bio (60 words max): *As a reminder, the requirements for bios are as follows: - Bios should begin with your name (no titles) and use full sentences, not lists. Please add your pronouns if you wish. - Bios can be a maximum of 60 words, including spaces and punctuation. - Do not include review quotes or adjectives. - Abbreviate BA, BM, MA, DMA, and PhD (no periods); spell out all other degrees. - Use postal abbreviations for states. - Spell out school names and use "Univ." for "University".

Additional Performer #1 Name/Instrument/Email" *Repeat for Additional Performer #2-5

Use this last field to submit all remaining performers following the same format: Performer Name/Instrument/Email. *Separate each performer with a line break.

Additional Performer #1 Bio (60 words max): *Repeat for Additional Performer #2-5

Use this last field to submit bios for all remaining contributing performers. (60 words max)

*Separate each bio with a line break.

Equipment Requests

Audio: Every performance/workshop room will have (1) Mixer, (2) Speakers, (1) Podium Microphone OR microphone with stand (room dependent), (1) Laptop Audio Interface and (1) AV Cart. Rooms that are solely for rehearsal & warm up will not have AV capabilities. Please indicate additional microphones below, when needed (note that microphones will be wired). Check if you agree. *

You are responsible for bringing any cords and adapters needed to connect to the convention center equipment, as well as any additional equipment required for your session. | A personal laptop computer is the recommended method for playing audio files, video files, and PowerPoint presentations. | The NFA cannot provide laptops or iPads. | Please download all presentation materials in advance and present from local files. Do not rely solely on the convention center or hotel's Wi-Fi for internet access, as the NFA cannot guarantee its reliability or speed, even with paid access. | NOTE: The NFA will not provide a technician to operate your audio or video during your presentation. It is your responsibility to operate your equipment or bring someone to assist you. However, a technician can assist with equipment setup at the beginning of your rehearsal, or upon request, but will not remain to operate your presentation. Check here if you agree: *

Equipment Requests (ctd.)

On site printing is not provided by the NFA. Check here is you agree: *

Number of Microphones (Wired): *Please specify number, or put N/A.

Projector and Screen: *Presenters are responsible for bringing adapters to connect to the hotel equipment and all other equipment needed for the session. Your own personal laptop computer is the recommended method of playing audio files, video files, and using

PowerPoint on this equipment. Internet Access: We recommend that presenters do not depend solely on the conference center's WIFI for internet access, as NFA cannot ensure its reliability or speed, even with paid access. Please download all pertinent materials to your computer and exclusively present from there.

Please list any other equipment requests you have:

Workshop, Lecture, Panel, or Presentaions

Clip of you giving a lecture/panel/workshop or similar even if it is not the proposed event:

Supporting Materials: (outline, PowerPoint)