

## **The Judith Clark Memorial Fellowship**

### *Purpose*

The Judith Clark Memorial Fellowships have been established to assist music graduates undertake a special short-term project that will have long term benefits for their future professional careers as musicians.

### *Scope*

Projects which will be considered by the selection committee include attendance at a reputable summer school or summer academy, or auditions for a longer-term postgraduate study programme.

The selection committee will consider applications for other short-term projects and will assess them on their merits, bearing in mind the need to use available funds to best advantage.

### *Fellowship Awards*

More than one Fellowship may be awarded in any year.

The selection committee may decline to make an award in a year when in their opinion there are no applications of sufficient merit.

### *Tenure and Value*

The period during which a Fellowship is held will be confirmed by the selection committee and will be informed by the proposed dates included in the candidate's application.

The value of the award for each Fellowship will be determined by the selection committee. In deciding the value of an award the selection committee will be informed by the budget included in the candidate's application.

The range of individual award values available to the committee is up to \$15,000; the committee will always bear in mind the need to use available funds to best advantage.

### *Eligibility*

To be eligible Judith Clark Memorial Fellowship applicants must satisfy the following criteria:

- be a New Zealand citizen or Permanent Resident.
- have recently (in the last five years) graduated or expect to graduate with an Honours degree, or its equivalent, in Music from a New Zealand university.

### *Applications*

Candidates should complete an application using the Universities NZ on-line scholarships application website:

<https://universitiesnz.communityforce.com>

There are two application rounds each year.

### Round 1

Applications will open on 15 April and the closing date by which applications must be complete and submitted through the on-line website is 15 August.

### Round 2

Applications will open on 15 October and the closing date by which applications must be complete and submitted through the on-line website is 15 February in the following year.

Note 1: the time frames are indicative; applications for projects in a slightly earlier or slightly later timeframe will be considered.

The on-line application form will request, and applicants must provide:

- 1) evidence of New Zealand citizenship or permanent residency.
- 2) a current curriculum vitae.
- 3) a complete budget of the candidate's expected costs for the project.
- 4) information on other grants received or applied for to support the project.
- 5) a description of the project (to a maximum of 800 words) and if available evidence of, for example, acceptance onto the programme or an invitation to an audition.
- 6) a statement of the applicant's future study and career plans which includes the relevance of the project to these plans.

In the on-line application candidates are asked to identify two people who they have asked to provide confidential references. References should focus primarily on the candidate's ability and potential as a musician.

The referees must add their references to the on-line application by the due date.

The on-line application will prompt the candidate to request a copy of their academic transcript from their New Zealand university.

### *The Candidate in Performance*

As part of their application the candidate will be asked to provide a recording (for players a sound file or for conductors a video file) of them in performance.

Candidates are required to email their recordings in a downloadable format to [scholarships-cf@universitiesnz.ac.nz](mailto:scholarships-cf@universitiesnz.ac.nz) Universities NZ will share it with the selection committee.

The on-line application will request a track list and information on the date and location of the recording.

### *Selection*

Universities NZ will forward all eligible and complete applications to the selection committee.

Following their assessments, the committee will advise Universities NZ of their decisions, for Round 1 by the end of September and for Round 2 by the end of March.

Universities NZ will advise each candidate of the result of their application.

### *Awards can be subject to Conditions*

In offering a Fellowship the selection committee may impose conditions, for example requiring evidence of acceptance onto a summer school or of an invitation to an audition or achieving final university results acceptable to the committee.

The award of a Fellowship will not be able to be confirmed until such conditions have been met.

### *Fellowship Reports*

At the end of their tenure Fellows are required to write a report on their projects. The report should outline the purpose of the project, the Fellow's activities during the project and the project outcomes. The report will benefit from the Fellow's conclusions as to how the project has contributed to their study and career plans.

Reports should be submitted to Universities NZ within six weeks of the end of the project.

All reports will be forwarded to the selection committee.

### *Finance and Administration*

The funds for the Fellowships have been made available by the Judith Clark Memorial Fund and are held by the Nikau Foundation.

The Fellowships are administered by Universities NZ.

Universities NZ is responsible for distributing information on the availability of the Fellowships, managing the application process, assisting the selection committee in the selection process, advising candidates of the results and arranging payment of the award funds to Fellows.

### *Power to Vary*

The Trustees of the Judith Clark Charitable Trust, or the selection committee with the approval of the Trustees, may from time to time vary these regulations provided that such changes are consistent with the general purposes of the Fellowships and with the terms of the trust.