



DC COMMISSION ON THE ARTS & HUMANITIES  
50th ANNIVERSARY

REQUEST FOR QUALIFICATIONS  
LABOR DAY WEEKEND MUSIC FESTIVAL 2019

RFQ RELEASE DATE: MONDAY | JUNE 24, 2019  
SUBMISSION DEADLINE: FRIDAY | JULY 19, 2019 | 4:00 PM

PERFORMANCE DATES/TIMES: AUGUST 31 – SEPTEMBER 1, 2019; 7-10PM  
PERFORMANCE LOCATION: THE LINCOLN THEATRE  
(1215 U STREET NW, WASHINGTON, DC)

ARTIST HONORARIUM: VARIES; UP TO \$1000 FOR SOLO PERFORMANCES,  
UP TO \$5000 FOR GROUP PERFORMANCES

Applicants should read through the entire Request for Qualifications (RFQ) prior to submitting an application.

**Staff Contact:** Jeffrey Scott | [jeffrey.scott@dc.gov](mailto:jeffrey.scott@dc.gov)

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First established in 1968, the DC Commission on the Arts and Humanities (CAH) supports programs that promote progress in the arts and humanities through grants, professional opportunities, and other services to individuals and nonprofit organizations in all communities within the District of Columbia.

As the designated state arts agency for the District of Columbia, CAH is an agency of the Planning and Economic Development Cluster of the Executive Branch of the District government, and is supported primarily through District government funds and in part by the National Endowment for the Arts.

Government of the District of Columbia  
Commission on the Arts and Humanities  
200 I (Eye) Street, SE, Suite 1400  
Washington, DC 20003

# LABOR DAY WEEKEND MUSIC FESTIVAL 2019 REQUEST FOR QUALIFICATIONS

## About the LDW Music Festival

The LDW Music Festival is a two-night musical concert event held at the Lincoln Theatre in Washington, DC, August 31 and September 1, 2019. Admission is free and open to the public.

Now in its fourth year, the Festival showcases the diversity of DC's local music scene as a part of Mayor Bowser's 202Creates initiative. By featuring artists working in different musical styles and genres over the course of Labor Day Weekend, the Festival is a demonstration of the depth and breadth of our local musical talent.

The DC Commission on the Arts and Humanities (CAH) invites musical artists/groups working in all genres and styles of music to apply to be considered for inclusion in the Festival. Applicants must be aged 18 or older and reside in the greater Washington, DC metropolitan area (i.e., within a 30 mile radius of the US Capitol Building in Washington, DC); preference will be given to those artists residing in Washington, DC. Selected artists will receive an honorarium, up to \$1,000 for solo artists and up to \$5,000 for groups, and will be expected to perform approximately 30 to 45 minutes of live music.

## Eligibility

Individuals or musical groups may apply for consideration (groups must assign a lead individual to complete and submit the application) if they meet all of the following eligibility requirements at the time of application:

- Be a legal resident, 18 years of age or older, residing within a thirty (30) mile radius of the US Capitol Building in Washington DC as indicated by the physical address on the applicant's IRS Form W-9; Post Office Boxes may not be used as a proof of residency
- Be in good standing with CAH and other District of Columbia entities
- Not use fiscal agents

## Application and Selection

Applicants must complete the application form and submit required uploads and work samples via CAH's SlideRoom portal:

<https://dcarts.slideroom.com/#/permalink/program/49081>

The following uploads are required:

- **Curriculum Vitae;** A CV/resume for the applicant (solo artist or musical group), including any information relevant to applicant's musical career

(education/training, recent performances, discography, reviews, awards, album art, posters/collateral, photographs, etc.)

- **Clean Hands Certificate;** A current Clean Hands Certificate, which can be obtained from the DC Office of Tax and Revenue here: <https://ocfocleanhands.dc.gov/cch/>
- **IRS Form W-9;** must use the applicant's current physical address (no Post Office Boxes), a fillable W-9 can be downloaded from the IRS: <https://www.irs.gov/pub/irs-pdf/fw9.pdf>
- **Work Samples;** up to 10 audio (MP3s) and video samples of the applicant's work; at least one video of a live performance by the applicant must be submitted. Work samples should be representative of the performance the applicant would present at the Festival, if selected.

The completed application form and all required uploads must be submitted online by Friday, July 19, 2019 at 4:00 PM. Applications that are late, incomplete, or do not follow the instructions may not be considered. CAH may, at the agency's discretion, schedule live auditions with submitted applicants following the close of this RFQ.

The Festival can accommodate a limited number of acts; those applicants invited to perform will be notified on or before Friday, July 26, 2019. Upon acceptance of the invitation to perform, CAH will enter into an artistic services agreement with the artist, detailing obligations such as call and performance dates and times, payment of artist honoraria, etc. Please note that this RFQ is for contractual artistic services, and is not a CAH grant program.

## Contact

For questions or additional information, contact Jeffrey Scott, CAH Chief of External Affairs at [jeffrey.scott@dc.gov](mailto:jeffrey.scott@dc.gov) or 202-724-561



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WE ARE WASHINGTON  
GOVERNMENT OF THE DISTRICT OF COLUMBIA  
DC MURIEL BOWSER, MAYOR