

How to produce MPTF-sponsored live-streamed performances during COVID

During this Covid pandemic, Music Performance Trust Funds (MPTF) is fully-funding **live-stream** performances for as long as government agencies are limiting or prohibiting audience gathering. As always, a 3rd party who serves as the employer/co-sponsor of record must participate in the project, but during the pandemic it will cost the employer/co-sponsor nothing but a little paperwork.

(NOTE: If your government agency is permitting live audience performances during COVID, the only new wrinkle is that you must send a letter from the co-sponsor and/or venue stating that (1) the performer(s) have the venue's permission to stage a performance, and (2) safety protocols will be followed. Contact the MPTF directly with questions about *live* performance applications.)

Instructions for *live-streaming* performances are as follows:

BEFORE THE PERFORMANCE (for live-streams only)

1. **Cost out the performance.** Costing out the performance is almost the same as costing out scale for any local engagement. The current special Covid pandemic conditions rate for live streaming MPTF performances is the Local's **live engagement scale plus 10%**, i.e., 110% of the Local's applicable live wage scale. Factor in any applicable wage premiums, such as doubling, first chair, leader/contractor, etc., plus pension. Add in any cartage at Local rates or H&W if Local requires it. Include employment payroll tax roll-ups as specified by the Local wage scale or as appropriate to the state or province.

MPTF requires that there be a local tech support person at the performance. The local tech support person must not be a performer, but will be paid by MPTF along with the musicians if included as part of the cost of the proposal. If the Local doesn't have a wage scale for tech support, use the Local side-musician, leader, or contractor rate for tech support pay rate.

- **Total Wage** = ((*Local sidemusician rate x no. of musicians*) + *applicable doubling and/or 1st chair premiums + tech person + leader/contractor*) + 10%
- **Pension** = *Total Wage x 12%* (pursuant to the *General Production Agreement*)
- **Cartage** (if applicable, at *Local rate*)
- **H&W** (if required by *Local*)
- **Employer Payroll expense** = *Total Wage + percentage required by Local scale or as appropriate to state or province*

Add those five components together for total compensation expense.

2. **Email a general description of the streaming proposal to MPTF for preliminary review** (addresses below). Include a brief description of the performance, the date and time, venue (incl. city/state), cost, and contact information for the co-sponsor and local tech support person.

NOTE: The performance must be *live-streamed only*, not recorded in advance. The simplest way to stream the performance is via MPTF's Facebook page, which MPTF will coordinate with the local tech support person. However, performances may be streamed on other free-to-consumer external platforms if the repertoire is public domain and other strict conditions are met.

Unless all of the works performed are originals or in the public domain, the stream may not be recorded, captured, or archived in any way. For this and other questions about grant proposals, contact Vidrey Blackburn (vblackburn@musicpf.org) or Samantha Ramos (sramos@musicpf.org).

3. Once MPTF gives preliminary approval of the grant proposal, an **AFM MPTF Streaming Agreement** (included with this packet) must be completed and signed by the co-sponsor/employer and an authorized officer of the Local.

4. With the signed AFM MPTF Streaming Agreement in hand, the **online MPTF grant application must be completed and submitted**. Vidrey and/or Samantha can assist with this as needed.
5. After MPTF gives final approval, the leader of the musical group must fill out an **AFM Live Engagement Contract (LEC)** signed by the contractor/leader and the co-sponsor/employer – in effect, contracted the same as any regular non-pandemic live freelance engagement.
6. Musicians should email their friends and fans about their upcoming MPTF streams. Locals should email the membership each week that Local members are performing MPTF streams.

AFTER THE LIVE-STREAM PERFORMANCE

7. Contractor/leader must **complete a B-7 report** form (form and instructions included with this packet) and provide a copy to the local, CFM and to whomever the co-sponsor has designated to write the payroll and benefits checks for the musicians.

8. The **musicians' wage and benefits payments must be then made** according to the live engagement contract in 5, above. The employer/co-sponsor can issue payroll checks directly or use a payroll service. MPTF will then reimburse the co-sponsor/employer in full.

NOTE: Whoever is writing the checks must be instructed to either (1) send the pension contributions directly to the pension fund accompanied by the B-7 report form, or (2) send it all to the Local, which will then forward it to the pension fund.

NOTE: **Work dues on MPTF engagements are 5% of scale** (including the 10% streaming pay). Every AFM member has signed an authorization to deduct union work dues from their paychecks, so, for everyone's convenience, the person or company preparing the payroll checks may be instructed to deduct 5% from each musician's gross wage and remit the total to the Local together with the B-7 report form. Otherwise, the Local must invoice the leader for the 5% work dues, which is both inefficient and annoying for the musicians and the Local.

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CONTACT INFO:

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AFM International Reps

Canada: Allistair Elliott – aelliott@afm.org

CFM: Liana White – lwhite@afm.org