2025 MMEA Midwinter Convention Proposal Applications: Sessions, P.I.T. Stop Sessions, Informances, & Performances

MMEA Midwinter Convention, February 13-15, 2025 | Theme: "HARMONY IN COMMUNITY"

READ ABOUT THE THEME ON MMEA.ORG

MMEA encourages applicants to be thoughtful and unique in every submission. This convention platform is designed to provide meaningful, practical, and/or research based approaches to music learning and teaching for all of our attendees. Use this form to apply for the 2025 MMEA Midwinter Convention in the following formats:

- **Sessions** provide practical insights for attendees (no performers)
- **P.I.T. Stop Sessions** (Practical Instrument Tips, NEW IN 2025) provide short-format (25 minute) instrumental pedagogy sessions to support skill development for educators.
- **Informances** provide learning through presentation and limited musical demonstration.
- **Performances** are formal concerts (no information presentation).

Each presentation and ensemble is shaped by their strengths, community, context and challenges. The MMEA Midwinter Convention shines the spotlight on equitable and comprehensive music education practice across Minnesota. As such, MMEA greatly encourages instructional sessions and performances that have diversity, equity, and inclusion as an integral part of the overall focus. The application for the 2025 Midwinter Convention represents ongoing intention to honor these commitments.

Deadline: Sunday, May 12, 2024 at 11:59pm.

Application Process (please read completely before beginning the application)

Please use a gmail address as this form will only allow uploads from gmail. You may edit your responses after submitting up until the due date.

NOTE: ALL communication will be sent to the contact who submits the application whether or not they are the Primary Presenter/Conductor.

* Indicates required question

1.   Email *

_____

Timeline and Additional Details
Deadline: Sunday, May 12, 2024 at 11:59pm.

Notifications will be sent in August 2024.

All applications will be judged using the following rubric: [MMEA MWC SESSION PROPOSAL RUBRIC](#)

MMEA does not pay honoraria, travel or meals for presenters.

Contact Information
NOTE: ALL communication will be sent to the contact who submits the application whether or not they are the Primary Presenter/Conductor.

2.   First Name *

_____

3.   Last Name *

_____

4.   NAfME ID # *

Membership in NAfME/MMEA is recommended but not required. If you are not a member, enter NOT A MEMBER, and if you are but do not know your ID#, enter ID# UNKNOWN.

_____

5.   Preferred Email (please type carefully) *

_____

6.   Alternate E-mail

_____

7.   Preferred Phone *

_____

8.   Alternate Phone

_____

Presenter/Conductor Information

9.   Name of Primary Presenter/Conductor *

Please list as you want **PUBLISHED**. ie: Dr. First Name, Last Name, PHD
NOTE: ALL communication will be sent to the contact who submits the application whether or not they are the Primary Presenter/Conductor.

_____

10.   Primary Presenter/Conductor Photo *

If uploading multiple presenters/conductors, please use the presenter/conductor name in the image file.

Files submitted:

11.   Primary Presenter/Conductor Bio *

When creating the MWC Resource Book, we create links to Bio files submitted via google form.

Files submitted:

12.   Name of Additional Presenter(s)/Conductor(s)

Please list as you want **PUBLISHED**. ie: Dr. First Name, Last Name, PHD
Additional names separated by commas

_____

13.   Additional Presenter/Conductor Photos

If uploading multiple presenters/conductors, please use the presenter/conductor name in the image file.

Files submitted:

14.   Additional Presenter/Conductor Bios

When creating the MWC Resource Book, we create links to Bio files submitted via google form.

Files submitted:

Application Information

This section will collect information about the application, scheduling, room and equipment needs

15.   Please choose ONE of the following: I am applying for: *

Mark only one oval.

⬭ Session (no performers)

⬭ P.I.T. Stop Session - short-format (25 minute) instrumental pedagogy sessions

⬭ Informance - presentation and limited musical demonstration

⬭ Performances - formal concerts (no information presentation)

16.   Title *

This will be the **PUBLISHED TITLE** of your general/P.I.T. Stop session, informance, or performing ensemble. Please note that short titles are more easily published in small spaces.

_____

_____

_____

_____

17.   Short Description *

This will be the **PUBLISHED DESCRIPTION** in the MWC resource book and landing pages. Please use this section to promote the core values of your session so attendees are excited to prioritize your content in their schedule. Performing groups should provide a brief description of your program as it pertains to your educational community. Who are you? What do you do? Why?

18.   Additional Description *

Please provide an additional description about your application to help us understand your vision and how it relates to the theme of MWC 2025: Harmony in Community. This will be **NOT BE PUBLISHED** in the MWC resource book and landing pages.

19.   Learning Outcomes *

What are the intended learning outcomes for your application? This description helps us select applications for each format category.

20. How will your application address diversity, equity, and inclusion? *

_____

_____

_____

_____

_____

21. How will attendees engage in your session? *

_____

_____

_____

_____

_____

22. Standards Addressed *

Check all that apply. See the [NAfME website](#) for more information about standards

Check all that apply.

☐ Create

☐ Perform

☐ Respond

☐ Connect

23. Indicate which track or target audience this application most aligns (check all that apply). *

Check all that apply.

☐ Elementary
☐ Band
☐ Choir
☐ Jazz
☐ Strings
☐ Equity and Diversity
☐ Secondary General

24. Schedule *

PLEASE NOTE THAT MWC 2025 WILL HAVE THREE FULL DAYS OF PROGRAMMING! Sessions will be scheduled Thursday, Feb 13 between 10am and 9pm; Friday, Feb 14 between 8am and 9pm; and Saturday, Feb 15 between 8am and 8pm. Most sessions will be offered in a 60 minute slot, and should be complete in 55 minutes. P.I.T. Stop Sessions are short format and two will be offered within 60 minute slot. Some performances/informances will be 45 minutes in order to provide for sound checks (choral and amplified spaces). Can your session be scheduled anytime during these dates?

Mark only one oval.

◯ Yes
◯ No

25. If no, please explain

_____

_____

_____

_____

_____

Room/Facility Requirements

Internet access for presenters is **NOT provided**.

Projector screens, microphones, and connection to house sound will be available in rooms for general and P.I.T. Stop sessions and Informances. ONLY HDMI connector will be provided. BYO dongle.

If your session is selected, an AV details will be sent.

26. Music Making *

If two or more individuals will sing or play an instrument, sound buffers are required. Tell us whether a sound buffer is required. (If your session includes performers you must complete an **INFORMANCE** application.)

Mark only one oval.

◯ Sound buffers required (may reduce likelihood that your submission is selected)

◯ Sound buffer not necessary

27. Room Size/Space Needed *

Will your session require space for participant movement?

Mark only one oval.

◯ Required (may reduce likelihood that your submission is selected)

◯ Preferred

◯ Not Necessary

28. Does your application require a piano? *

Mark only one oval.

◯ Yes

◯ No

29. Is your application (or you as the presenter) being sponsored by an organization? *

(MMEA welcomes sponsored applications, but works to balance these with presentations delivered by educators/practitioners.)

Mark only one oval.

◯ Yes

◯ No

30. If yes, list the organization.

_____

31. Handouts

Handouts will enhance your application and make it easier for MMEA to link supplements in the Resource Book. They are preferred at the time of application, but can be submitted later if needed. This is the perfect opportunity for ensembles to include a general PDF about the program and its particulars. Sessions should be developed enough to have handouts at the time of application. Concert program uploads and ensemble photos will be accepted in the Fall as the ensemble you apply with isn't the same as the one you perform with at MWC 2025.

Files submitted:

32. Please confirm what you are applying for. This will take you to the next form section: *

Mark only one oval.

◯ Session (no performers)

◯ P.I.T. Stop Session - short-format (25 minute) instrumental pedagogy sessions
   Skip to question 37

◯ Informance - presentation and limited musical demonstration   *Skip to question 40*

◯ Performances - formal concerts (no information presentation)   *Skip to question 40*

Session Equipment Requests

Classroom instruments are shared among sessions. MMEA may not be able to provide all instruments requested.

33.　Classroom Instrument Request *

Check all that apply

Check all that apply.

☐ Ukulele

☐ Guitars

☐ Hand Drums

☐ Rhythm Sticks

☐ Orff Instruments

☐ Tambourines

☐ Unpitched percussion/Shakers

☐ None

34.　Number Requested

Check all that apply.

	Ukulele	Guitars	Hand Drums	Rhythm Sticks	Orff Instruments	Tambourines	Unpitched Percussion/Shaker
1 for Demo	☐	☐	☐	☐	☐	☐	☐
2-10	☐	☐	☐	☐	☐	☐	☐
10-20	☐	☐	☐	☐	☐	☐	☐
LOTS	☐	☐	☐	☐	☐	☐	☐

35.   Please indicate your sessions level of need for the following instruments:

Check all that apply.

	Ukulele	Guitars	Hand Drums	Rhythm Sticks	Orff Instruments	Tambourines	Unpitched Percussion/Shak
Essential	☐	☐	☐	☐	☐	☐	☐
Nice to have	☐	☐	☐	☐	☐	☐	☐
Easily managed without	☐	☐	☐	☐	☐	☐	☐

36.   Any additional requests? *

_____

_____

_____

_____

Skip to question 59

P.I.T. Stop Session

NEW IN 2025! P.I.T. (Practical Instrument Tips) Stop Sessions provide short-format instrumental pedagogy sessions to support skill development for educators. P.I.T. Stop Sessions are 25 minutes long and **TWO** will be offered within a 60 minute slot. **Presenters are expected to bring all of their own instrumental equipment for P.I.T. Stop sessions.**
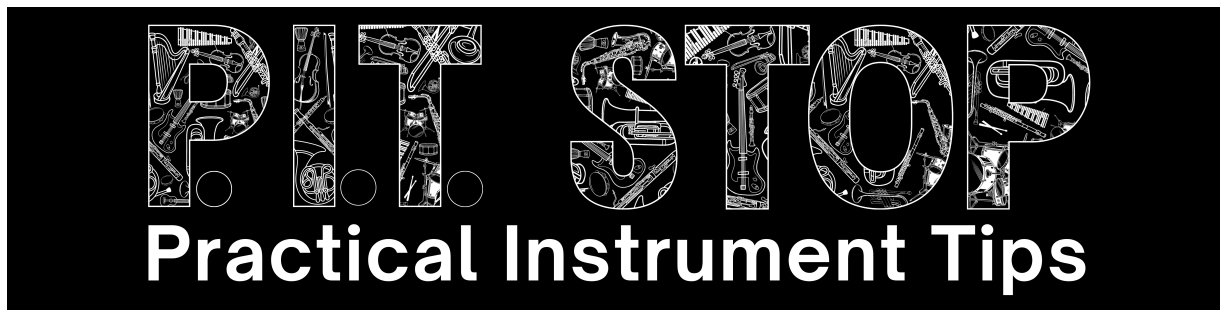
37. What Instrument will you be teaching? Details? *

38. Qualifications *

Please list your qualifications for teaching the information and instrument noted above. Your bio may be more general, but this should be instrument specific.

39. Is there anything else we should know? *

Presenters are expected bring all of their own instrumental equipment for P.I.T. Stop sessions.

Skip to question 59

Ensemble Details

The following questions will be used to provide context for the listening committee and the MWC Chair. We know that the performance is influenced by many factors in the school and community environment. Our intent is to select music ensembles representing a broad spectrum of educational settings in Minnesota.

40. Ensemble Name *

_____

_____

_____

_____

_____

41. School/Organization *

_____

_____

_____

_____

_____

42. Type of ensemble (mixed instrumentation ensemble, orchestra, choir, drumline, rock *
band, etc.)

_____

_____

_____

_____

_____

43. Age level of group (check all that apply) *

Check all that apply.

☐ Early Childhood/PreK

☐ Elementary

☐ Middle School / Junior HIgh

☐ High School

☐ College / University

☐ Adult / Community

☐ Other: _____

44.   Approximate number of performers *

_____

45.   Previous Midwinter Conference Presentation Experience *

Please check all that apply. If you or your ensemble have presented at MWC in the past, please know that consideration is given to presentations that are relevant to the theme, the diversity present in our state, and creating a meaningful experience for attendees at the conference. If you are innovative in creating relevant and evolving content, you may find that you and your ensembles may be regularly highlighted at the conference.

Check all that apply.

☐ This ensemble has presented at MWC in the last 3 years.

☐ This ensemble has presented at MWC more than 3 years ago.

☐ This ensemble has never presented at MWC.

☐ I have presented at MWC before with another ensemble in a related program.

☐ I have presented at MWC before with a completely different ensemble in an unrelated program

☐ Other: _____

46.   Summary of your proposed informance/performance theme, sample repertoire, etc. *

_____

_____

_____

_____

_____

47.   What makes your performance or performing ensemble unique, special, or   *
       memorable?

_____

48.   Is this an auditioned/select group, or is it open to all students?

Check all that apply.

☐ Auditioned/Select Group

☐ Open to all students

☐ Other: _____

49.   Is your ensemble curricular or extracurricular?

Check all that apply.

☐ Curricular

☐ Extracurricular

☐ Other: _____

50.   Amount of rehearsal per week (# of days and length of rehearsals)

_____

51.   Number of students enrolled in school *

If not a school setting, please indicate by NA

_____

52.   Please confirm what you are applying for. This will take you to the next form section: *

Mark only one oval.

◯ Informance - presentation and limited musical demonstration   *Skip to question 53*

◯ Performances - formal concerts (no information presentation)   *Skip to question 56*

Informance Supporting Uploads

*For informance applications, you **MUST** upload a teaching demonstration video (preferred) and/or a PDF of the lesson plan.
*Informances without at least **ONE** of the following uploads will be considered incomplete and will not be accepted.
*You may need to compress your audio or video files to upload them.

53.   Teaching Demonstration Video (informance applications)

Video files need to be 1GB or smaller.

Files submitted:

54.   When was this teaching video recorded? (must be within the past two years)

_____

55.   Lesson Plan (informance applications)

PDF, Presentation, or Document files should be 100MB or smaller.

Files submitted:

Skip to question 59

Performance Supporting Uploads

*For performance applications, you **MUST** upload audio recordings of two contrasting pieces. Please rename your files to "Audio 1" and "Audio 2" removing any indication of director or ensemble name.
*You may need to compress your audio or video files to upload them.

56.   Performance: When was this audio recorded? (must be within the past two years)

_____

57.   Performance: Audio Recording 1 *

Please **rename your file to "Audio 1"** removing any indication of director or ensemble name **PRIOR to uploading.** Audio files need to be 100MB or smaller.

Files submitted:

58.   Performance: Audio Recording 2

Please **rename your file to "Audio 2"** removing any indication of director or ensemble
name **PRIOR to uploading.** Audio files need to be 100MB or smaller.

Files submitted:

Skip to question 59

Confirmation Page

59.   Is there anything else we should know?

60.   Conductor/Presenter "Signature" (just type your name) *

Google Forms