



The Federation of Canadian Music Festivals La Fédération canadienne des festivals de musique

Estimated Costs for a Virtual Music Festival

CALCULATING ADJUDICATOR FEES

It is recommended to calculate adjudication fees on a per entry basis.

- This will make your festival financially viable whether your entries increase or decrease, providing a fair arrangement for both the adjudicator and festival.
- Competitor entry fees should cover adjudicator costs.

Listening to Performances and Written Comments

- Working from the recommended \$400 a day for adjudicator fees
 - 5 three-hour sessions in two days = 15 hours
 - $\$800 \div 15 \text{ hours} = \$54 / \text{hour}$
- Formula – $\text{Cost per hour} / \# \text{ of students} = \text{Cost per entry}$
- If we plan on an adjudicator hearing **8 students** and adjudicating / hour, then the adjudicator cost is \$6.75 per student [time allowed is 7.5 minutes per student]
- If it is a class where performance times are longer [senior repertoire, concert grouping, complete sonatas etc.] we plan on an adjudicator hearing **4 students** and adjudicating / hour, then the adjudicator cost is \$13.50 per student [time allowed is 15 minutes per student]

Virtual Adjudication Session

- If offering a virtual adjudication session for the class through *Zoom* or *Google Meet*, extra time needs to be allotted and paid for. It may take more time virtually than in person to cover signing on, introductions etc.
- When scheduling a live festival adjudication session an average of 1 minute per student is usually allowed; often longer for senior classes, concert groups, provincial classes
- Formula - \$1 per student, per minute allotted for the adjudication session
- If you factor on 1 minute per junior student, add \$1 per entry; 2 minutes per senior student, add \$2 per entry

Administration Time

- Adjudicator guidelines call for administration time to be compensated – briefings, award sessions with committee, Rose Bowl, or Star Concerts, etc.
- Depending on the number of entries and the model you use, a virtual festival may have more communication time with committee exchanging files etc.
- Formula – Briefing time + awards session time + extra adjudication time for Rose Bowl or Star Concert + general administration time = Total Administration time payable at \$54 per hour

Formula for Calculating Adjudicator Fees Per Entry

Hourly Rate is \$54 per Hour

Time Listening & Written Comments + Virtual Oral Comments + Admin Time = Total Time

Examples

8 students per hour - $\$6.75 + \$1 + \$1 = \8.75

4 students per hour - $\$13.50 + \$2 + \$1 = \16.50

CALCULATING COMPETITOR ENTRY FEES

Calculating competitor entry fees to cover adjudicator and venue costs, affiliation fees, and some towards general expenses makes a festival financially sustainable regardless of the number of entries.

Venues

If you are offering a venue for students to record their performances in, those costs need to be considered. You may want to absorb them as a festival or spread them out over all the competitors by building it into the entry fees.

- Formula – rental cost for a day divided by average number of entries heard. For example: \$100 per day divided by average of 50 entries would be \$2 per entry to cover rental
- Piano Tuning - \$150 per piano – if offering a recording session
- Videographer Fee

Affiliation fees

Affiliation Fees to your provincial association should be calculated into your entry fee. From these fees your provincial association pays \$0.90 to the national organization [FCMF]. This affiliation fee entitles festivals to send competitors to the annual Provincial Music Festival Finals. In some provinces, local festivals receive a grant rebate from their provincial government [pending receipt of grant].

Festival Administration

Depending on other revenue sources, if your festival hires an administrator you may want to add portion of that cost per entry.

Formula for Calculating Competitor Entry Fees

Adjudicator Cost + Affiliation Fees + Venue Costs + Festival Admin Time if applicable

Examples without Festival Admin Time and with provincial/national Affiliation Fees estimated at \$2.70

Junior - $\$8.75 + \$2.70 + \$2 = \$13.45 \rightarrow \$14$ or $\$15^*$

Senior or Classes with multiple pieces requiring more time - $\$16.50 + \$2.70 + \$4 = 23.20 \rightarrow \25^*

**Rounding up to the next dollar will help offset some general expenses and makes the numbers easier to work with.*

Note: If your entry fees are normally higher than these minimums, the recommendation is to use your normal ones for consistency and to off-set possible reduction in donations for awards.