

MUSIC CAPITAL SCHEME 2009



MANAGED BY MUSIC NETWORK

Application Form

STREAM 1 – INSTRUMENT BANKS

Use this application form if you are a non-professional performing group or ensemble, or if you are an organisation seeking to buy instruments on behalf of non-professional music making in any genre.

Please complete this form once you have read the Music Capital Scheme Guidelines 2009 (available from Music Network's website – www.musicnetwork.ie). If you have further questions beyond the areas covered in the guidelines, please contact Music Network's Music Capital Scheme Manager directly for assistance: telephone +353 1 6719429; email capitalscheme@musicnetwork.ie. Application form must be completed in full.

Please note: information provided in this application will form part of The Arts Council's research into the area of music capital supports. Individual responses to questions will not be disclosed or published, but composite information will be used to analyse what future supports are necessary. A full response to each question will aid this process.

SECTION 1 GENERAL INFORMATION

Name of Organisation: _____

Address: _____

Telephone (mobile): _____

Telephone (landline): _____

Email: _____

Website: _____

Contact Name: _____

Position in Organisation: _____

[Note: Contact person will be the single person who will oversee the management of grant application and instrument purchase on behalf of the organisation. This individual will be responsible for signing application form, seeking quotations, making payments to suppliers, accounting for procedures and reporting to Music Network over a three-year period. Music Network will not enter into correspondence with any other member of the organisation in relation to this grant application unless a change in person is nominated by the board/committee of the organisation and is communicated in writing to Music Network.]

How did you hear about this award (please tick)?

- Website (please detail which website) _____
- Email newsletter (please detail which newsletter) _____
- Resource organisation (please detail which organisation) _____
- Media (please detail media outlet) _____
- Word of mouth _____
- Other (please explain) _____

SECTION 2 INFORMATION ABOUT YOUR ORGANISATION

Which of the following descriptions best suits your organisation:

- Brass or silver band
- Concert band or symphonic wind ensemble
- Pipe band
- Céilí band
- Amateur or youth orchestra
- Fife and drum or marching band
- Big band
- Percussion or samba band
- Community music group
- Pop/rock music collective
- Traditional music group
- Choir
- Musical society
- Venue
- Local authority
- Resource, community, youth organisation
- Other (please specify) _____

When was your organisation founded? _____

Is your organisation based in the Republic of Ireland? _____

(Organisations must be based in the Republic of Ireland to be eligible for this award.)

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How is your organisation constituted (voluntary body, charitable status, not-for-profit, membership organisation, limited company, local authority etc.)?

How is your organisation governed (board of directors/voluntary committee etc.)?

Please list members of your board/committee indicating positions held:

Name: _____	Position: _____
Name: _____	Position: _____
Name: _____	Position: _____
Name: _____	Position: _____
Name: _____	Position: _____
Name: _____	Position: _____
Name: _____	Position: _____
Name: _____	Position: _____

List key artistic personnel (conductors, tutors, coaches etc.) working for your organisation. Outline roles.

How many members do you have/How many people participate in your music programmes?

How often and when do you meet/rehearse? _____

Does your organisation involve people under the age of 18? _____ (Yes/No)

Where do you rehearse/perform?

Describe the repertoire that you play/sing.

What type of activities does your organisation typically undertake (tick as many boxes as appropriate)?

- Formal concerts/performances with paying audiences
- Informal concerts/performances with free admittance
- Outdoor concerts/performances, participation in marches or parades
- Participation in local events/festivals
- Competitions
- Instrumental/vocal tuition for members
- Workshops/development programmes for participants
- Charity work
- CD production, radio recording, broadcasting
- Other activities (please explain) _____

How is your organisation funded (tick as many boxes as appropriate)?

- Subscriptions from members
- Box office income
- Commercial sponsorship
- In-kind support
- Local authority grants
- Other public funding (please detail) _____
- Charitable collections
- Engagement fees
- Other (please explain) _____

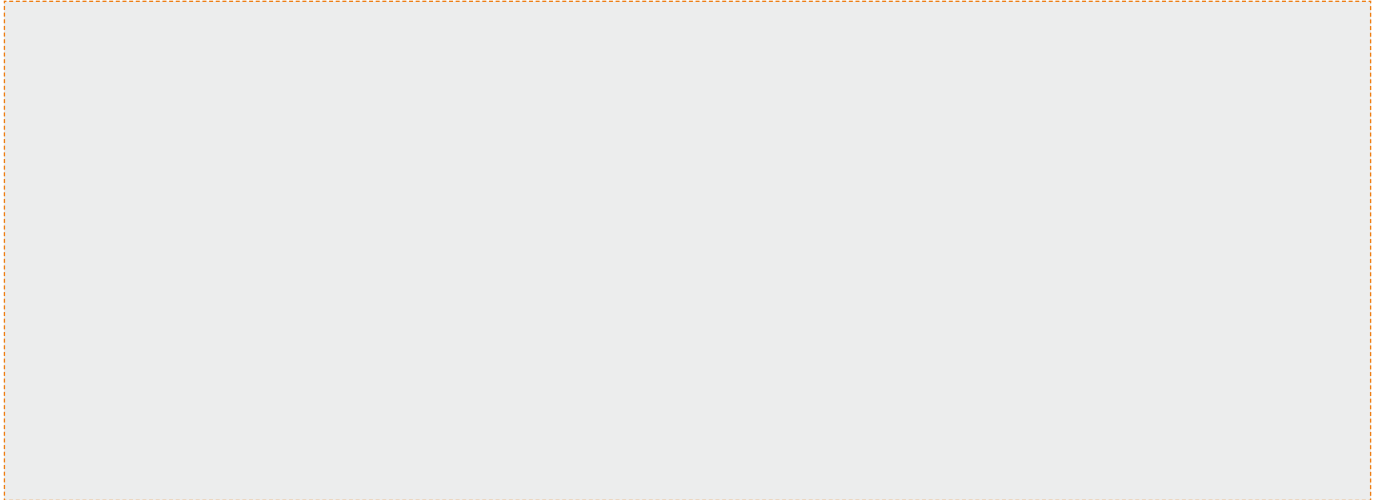
Has your organisation received public funding from any source in the past 5 years (for capital or ongoing expenses)?
If yes, please give details.

(Public funding includes any funding from government departments, local authorities, public sector bodies such as The Arts Council, The Heritage Council, The Sports Council or from organisations principally funded by any of the above.)

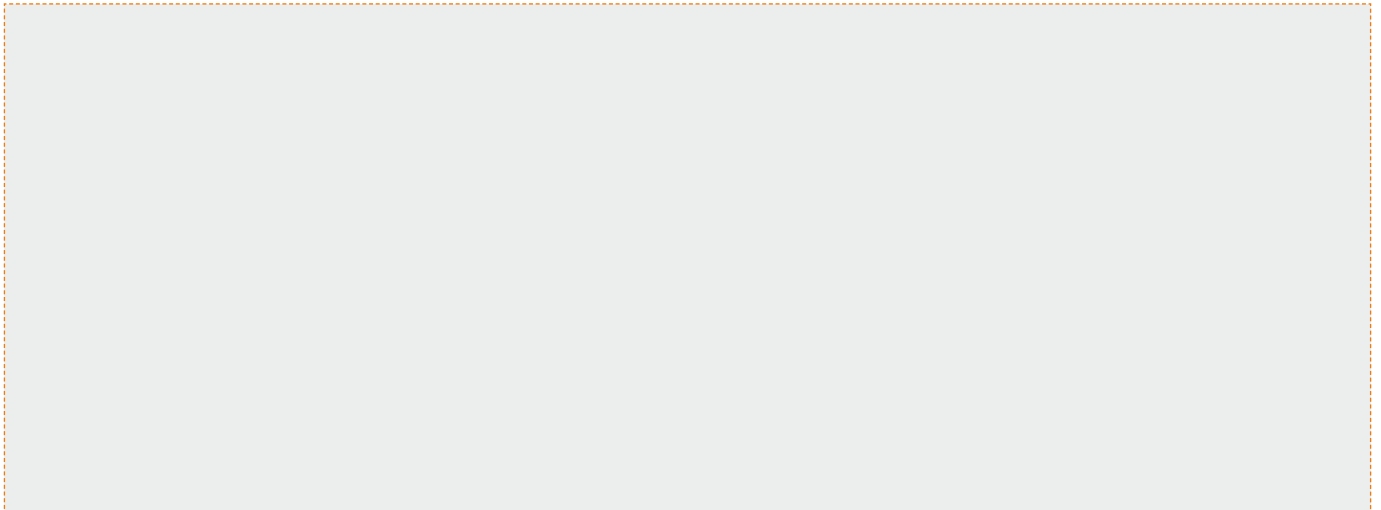
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Summarise the current musical activities of your organisation (outline your musical aims and objectives and include information on rehearsals, performances, repertoire, tuition, masterclasses, training etc.).

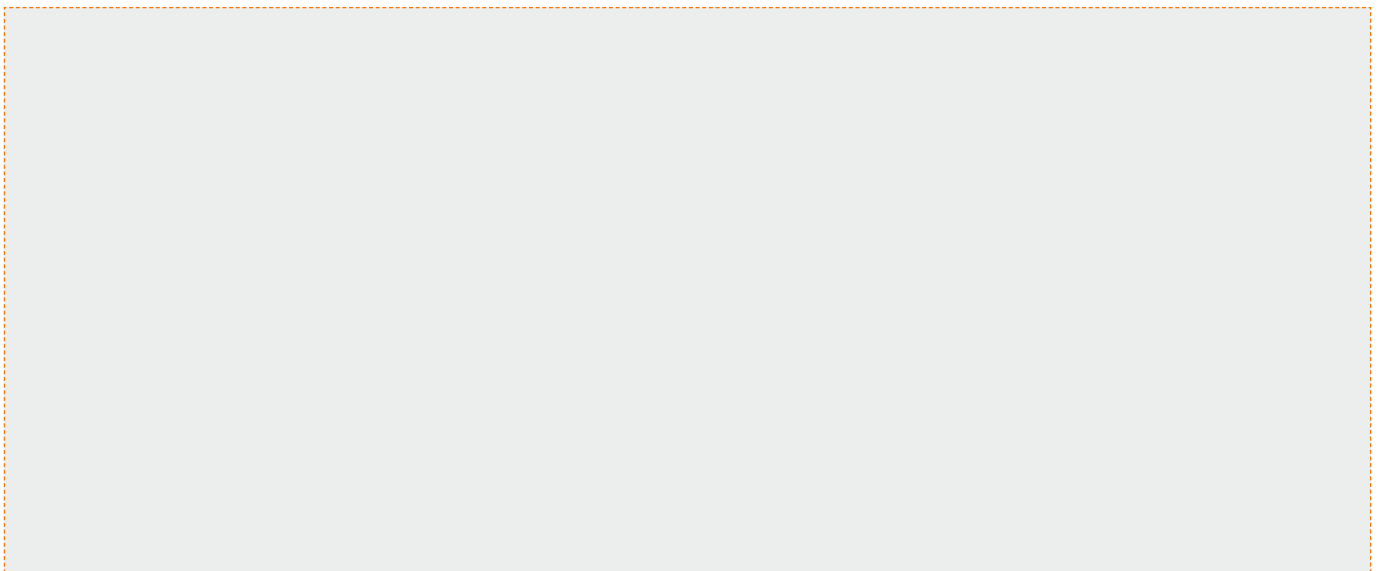


Please list all previous and planned performances in 2009. Include details of venues, programmes, guest artists, dates, approximate audience size. Include formal and informal concerts and competition appearances. Continue on separate sheet if necessary.



Does your organisation currently own instruments?

(If yes, please list, indicating state of repair, age and approximate expected lifespan.)



SECTION 3

PROPOSED INSTRUMENTS FOR PURCHASE

Please outline what instruments you plan to purchase. Provide information about quality of instrument, brand or maker and cost (please provide written quotations from 2 instrument dealers in support materials). Please refer to the list of Eligible Expenditure in the guidelines for the Music Capital Scheme 2009

Why are these instruments necessary for the work of your organisation?

Describe the impact these instruments will have on your ongoing work and your programme of activities.

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Who will use these instruments (existing players, new players etc.)? Outline rationale.

Will you operate an instrument lending policy? Please outline details.

(E.g. will instruments be rotated among players? For how long will people have access to instruments? Will instruments be hired or loaned?)

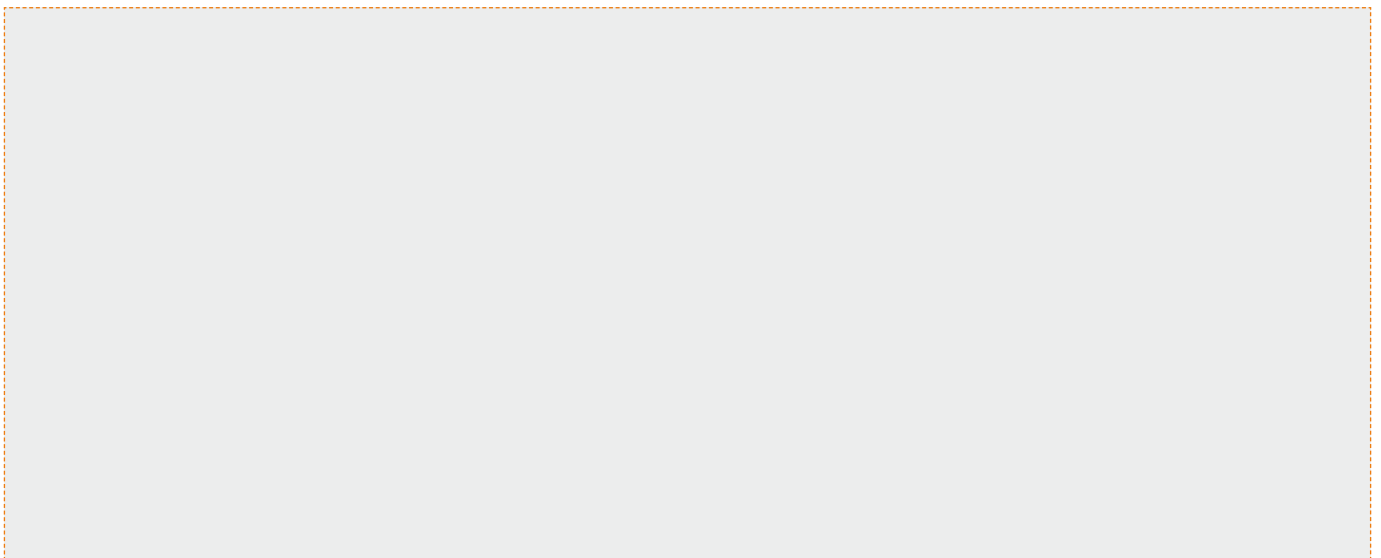
Outline plans to offer training to players in connection with these instruments.

Will these instruments facilitate a greater level of participation in your organisation? If so, please outline plans for recruitment of new members including details of any specific areas for recruitment.

Outline plans for maintenance and repair of instruments.

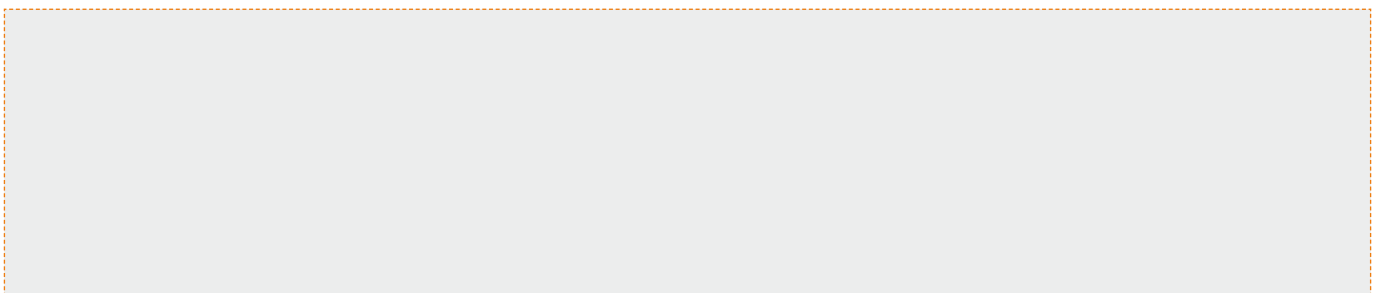


Where will the instruments be housed?



The Arts Council/Music Network Music Capital Scheme will provide up to 75% of the cost of the proposed instruments. Please outline how you will fund the other 25%. Discounts from instrument dealers must not be included in this 25%.

[Note: it is not necessary to have this support confirmed at the time of application.]



Is this support confirmed or projected?



SECTION 5 DECLARATION

I have read the award conditions, agree to be bound by them, and certify that the information in this application is correct to the best of my knowledge.

Signature: _____ Date: _____

Name (block capitals): _____

Position in organisation: _____

HOW TO APPLY

Submit 4 copies of application form in hard copy only together with 1 copy of support material to:

Music Capital Scheme Manager
Music Network, The Coach House
Dublin Castle, Dublin 2

CLOSING DATE 5:30pm Mon 02 November 2009

SUPPORT MATERIAL

Essential Support Material:

Please refer to the guidelines to the Music Capital Scheme 2009 for FAQ's relating to Support Material

- History of organisation
- Biography of key artistic personnel (conductor, coaches etc.)
- Quotations from two instrument dealers for proposed purchases (except in the case of rare or specialist instruments which are not available from more than one dealer)
- A copy of your child protection policy and procedures (if organisation involves people under the age of 18)
- Copy of constitution or memorandum and articles of association of organisation

If you have not ticked all the boxes in this section your application is not eligible for consideration under the Music Capital Scheme 2009.

Optional Support Material

- Publicity material – posters, programmes, flyers etc.
- Press cuttings or adjudication sheets from competitions
- Recordings in audio CD or standard DVD formats only (Please indicate which tracks/chapters should be listened to/viewed, and label recordings thoroughly including list of all artists as well as date and place of recording)
- Confirmation of partnership funding (if already secured)
- Stamped self addressed envelope of adequate dimensions, and with adequate postage attached, if you require your support material to be returned. (Stamps used on the SAE must be those purchased for use at a later day. When purchasing stamps inform the post office clerk that the stamps are for use on an SAE.)

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SECTION 6 FEEDBACK (OPTIONAL)

Use this part of the form to offer feedback to The Arts Council/Music Network about support for the purchase of music instruments for non-professional ensembles. Are there ways in which the current scheme should be modified? Are there additional supports necessary? Are there ways in which the process could be improved? Is the scheme necessary on an ongoing basis or for a fixed period (for example 3 years)? Did you receive enough information, support/advice in the completion of the application form? Would you like to suggest changes to future guidelines or application forms? Any other feedback is welcome. Information provided here will not affect the outcome of your application.

Please use this page for extra details.

