



Music Matters™

Music Education Grant Guidelines

Purpose and Goals

The Muzak Heart & Soul Foundation's mission is to support and redefine music education. Through music education, a child can better achieve his/her full potential and stimulate personal and educational growth.

Music Matters Grants for 2010 will focus on educational reform in school music programs and independent music programs. Grants will be awarded in April 2010 (money will be distributed by October 2010), to schools and music programs throughout the United States. Grant amounts for this cycle are between \$1,000-\$12,000 each and are made on an annual one-time basis.

Application deadline (postmarked by): February 5, 2010

Music Matters Grant Recipient Selection Criteria:

- Music education – vocal or instrumental – must be the key component of any music program requesting funds.
- Public school programs (qualifying for Title I federal funding and serving a minimum of 70% low-income students) **OR** non-profit/501(c)(3) programs directly funding music education (serving students regardless of their ability to pay) should apply.
 - * Non-profits must enclose an IRS determination letter with the grant application.
- Schools and programs must already employ a music educator(s) and have an existing music program in place.
- Grant requests must articulate specific music program needs – for existing and/or planned programs.
- Music education programs must meet national standard non-discrimination policies.
- Recipients will be required to complete periodic evaluations throughout 2010.

Priority will be given to the following music education programs:

Note: Music education programs need not meet all criteria listed below to qualify.

- programs serving students in grades K-12
- programs involving innovative educational reform
- programs serving economically disadvantaged children
- programs having established collaborative partnerships with parent-teacher-student associations (PTSA) and other community groups
- programs including the basic need of music instruments and educational materials

Restrictions:

As a general rule, the Muzak Heart & Soul Foundation does not make charitable grants to the following, but not limited to:

- Individuals
- Religious, political, labor, athletic, or fraternal organizations
- Operating deficits or debt retirement
- Music therapy and dance
- General requests for operating funds or capital campaigns
- Event sponsorships such as, but not limited to walks, runs, or golf tournaments
- Programs serving people and communities outside the U.S.

General Information:

- The grant guidelines and application form can be sent via e-mail attachment or on disk if requested. Contact Muzak Heart & Soul Foundation for more details: heart@muzak.com.
- Periodically throughout 2010 and 2011, grant recipients will be asked to submit reports specifying how the funds were used and what results were obtained.
- Muzak Heart & Soul Foundation reserves the right to promote a collaborative partnership with a grant recipient for promotional purposes.
- Muzak Heart & Soul Foundation reserves the right to the return of the grant funds if they have not been used as agreed.

Please send completed Music Matters Grant applications via mail, email or fax to the following address. Applications must be postmarked by February 5, 2010:

Muzak Heart & Soul Foundation
3318 Lakemont Blvd.
Fort Mill, SC 29708
Fax: 803 396.3201
e-mail: heart@muzak.com
website: www.heart.muzak.com

Received Music Matters Grant applications will be reviewed the Muzak Heart & Soul Foundation board members and staff. Recipients of Muzak Heart & Soul Foundation 2010 Grants will be notified no later than April 2, 2010.

Muzak Heart & Soul Foundation

Music Matters Grant Application 2010

Name of school or program: _____

Identify type of program

(band/non-profit/school, etc): _____

Non-profit/501(c)(3) only – when did
you receive 501(c)(3) status? What is
your Tax ID #?: _____

Address: _____

City, State, Zip: _____

Phone: _____

Fax: _____

Principal/Executive Director: _____

Website: _____

Grant amount requested?: _____

If awarded a grant, please indicate which
month the check is needed.: _____

How did you learn about this grant?: _____

(Specific Source) _____

Primary Contacts

Name: _____

Title: _____

Address: _____

Phone: _____

E-mail: _____

PTSA/PTA Contact: _____

PTSA/PTA Contact Phone: _____

PTSA/PTA Contact E-mail: _____

Attachments to be included with completed Grant Application:

- Program vision and/or mission Statement (school and music education program)
- A detailed program budget for 2010
- PTSA/PTA Members (schools)/Board of Directors (non-profit)
- 2008-09 Annual Report (non-profit organizations only)
- IRS Letter of Determination (non-profit organizations only)

Please answer each question and include additional pages if necessary. Additional pages should not exceed 4 pages.

I. Financial Information

a. How much money are you requesting from the Muzak Heart & Soul Foundation Music Matters Grant program?

b. What is your total annual budget? _____

c. Please list your specific funding sources (i.e. other grants, school district, specific fundraisers, etc).

d. Has your organization/school previously received funding from the Muzak Heart & Soul Foundation? If yes, please state which year(s) and the name of the organization/school.

II. School Characteristics (If non-profit, please provide as much information related to these questions as possible.)

a. Please provide a percentage breakdown of students in your school (or non-profit organization) that receive free and/or reduced lunch.

b. Please provide a percentage breakdown of students that are at or above grade level according to standardized testing scores.

c. High Schools – Please provide a percentage for student graduation rate within your school.

d. Any additional characteristics?

III. The Program

a. When was the specific program that is in need of funding established? _____

b. Give a brief description of your program and its initiatives.

c. How does your program relate to the goals of the Muzak Heart & Soul Foundation?

d. What are the specific goals for the program? _____

e. Does this program count for student credit? Or is it an extra-curricular activity? Explain.

f. Are participants charged a fee to attend this program? If yes, what is the cost to the student?

g. Please state specifically how the requested funds will be used. (Your response should match your attached budget.)

IV. Program Participants

a. How many students are enrolled in your school/organization? _____

b. How many students participate in the specific program for which funds are requested? _____

V. Evaluation

b. How do you measure the impact of this program on the:

i. participants? _____

ii. school? _____

iii. community? _____

a. How do you measure the sustainability of your program?

I, _____, agree that the information presented in this grant application is accurate and true to the best of my knowledge. If my program is selected for a Music Matters Grant I will use the money according to the needs presented in this grant, unless otherwise approved by the Muzak Heart & Soul Foundation. I agree to provide all documentation needed to prove the expenses of the grant money and the evaluation of the program.

Authorized Signature

Date

Title

Please return pages 3-6 of the “Music Matters” Grant application to the following address postmarked by **February 5, 2010**. Please include all applicable attachments [program vision and/or mission Statement (school and music education program), a detailed program budget for 2010, PTSA/PTA Members (schools) and Board of Directors (non-profits), 2008-09 Annual Report (non-profit organizations only), and IRS Letter of Determination (non-profit organizations only)].

Muzak Heart & Soul Foundation
Attn: Music Matters Grant Program
3318 Lakemont Blvd.
Fort Mill, SC 29708

Fax: 803 396.3201

Or

heart@muzak.com (If you are returning the application via email your email will serve as your signature on the application. Email must be received no later than February 5, 2010)

Received Music Matters Grant applications will be reviewed the Muzak Heart & Soul Foundation board members and staff. Recipients of Muzak Heart & Soul Foundation 2010 Grants will be notified no later than April 2, 2010.

Thank you for continuing to make “Music Matter” to all children and for your interest in the Muzak Heart & Soul Foundation.