

Applause Grant Funding Guidelines

Applause will accept requests for Grant funding submitted by Music Department Staff, Ensembles, students or parents.

Grant requests must be submitted formally on an Applause Grant Request Application.

Music Directors will be asked for their comments and/or approval on all applications that might be submitted by students, ensembles and/or parents including the possibility of alternative means of funding through the department.

Applause will consider the following types of grant requests:

Special Grants

Requests for amounts less than \$1000 will be addressed with funds available in the annual Applause budget. These requests should include non-recurring items such as guest conductors, commissioned music, master classes, (Service type grants); guest performers, workshops, music outings (Event specific type grants); as well as special equipment and/or seed money for new activities.

Major Grants

Requests for amounts greater than \$1000 will be addressed with funds as available in the Applause budget, and/or Applause has the option of entering into a special fundraising drive to support a major equipment or program initiative.

**Grant requests will not be considered for uniforms, equipment losses or any other expenses that should be part of the Music Department's regular budget.

Grant applications will be considered twice during the Applause Board term, once in the fall and once in the spring.

The **fall deadline** for application submission is **3:00 pm on October 31, 2008**

The **spring deadline** for application submission is **3:00 pm on February 27, 2009**

The deadline schedule must be adhered to in order to allow the Applause Executive Board to brief the Applause Board on the Grant requests submitted and allow ample time to examine the request before it is voted on in both the December and April meetings. Grant requests not met by the November deadline can be carried over to the March deadline. Requests that are time sensitive and are unable to fall within the deadline time frame will be addressed as needed.

APPLAUSE GRANT APPLICATION

Student/Ensemble/Parent Grant Application Form

Requested by: _____ Date: _____

Title of Request: _____

Request is (check one): Service _____ Event/Activity _____ Equipment _____

If your request pertains to an activity or event, please provide date(s): _____

Amount requested (itemize expenses if applicable): _____

How will this request enhance and enrich the music education of the LFHS students?

Are you applying for/receiving funds from any other sources relative to this request? Yes ___No. ___

If Yes, Who have you approached for funding? _____

How much funding have you requested? _____

When have you been told you would receive an answer regarding your request? _____

If applicable, how much funding have you received? _____

If Applause cannot fund your full request, what is the minimum amount that will be of benefit?

Music Director Signature _____

Music Department Director Signature _____ Date: _____

Music Director Comments

Title of request _____

Submitted by _____

Date Grant request received _____

Approval of funding ? Yes ___ No ___

Comments _____
