



Wiltshire Music Connect Project Fund

02.05 2018

Criteria - What is the fund for?

1. Essential Fund criteria

Project- basedⁱ musical activity which does ONE or MORE of the following:

- a) Explores new ways of working and/or structuring provisionⁱⁱ
- b) Contributes significantly to one or more of our core or extension rolesⁱⁱⁱ
- c) Targets, reaches and engages the most disadvantaged children and young people
- d) Works with Wiltshire schools (see additional requirements below)

All projects must do all of the following:

- e) Benefit children or young people aged 5-18 in **Wiltshire^{iv}** (and in some instances children in early years – please discuss further with our team)
- f) Be of the highest possible quality ^v
- g) Have clear musical aims, and be realistically evaluated to demonstrate outcomes
- h) Have a reasonable cost per participant based on value for money as well as quality of experience
- i) Attract a minimum of 20% additional, actual partnership funding or income. NOT 'in-kind'.

2. And we're particularly interested in projects that

- a) Are led by, or involve working with our Associate Providers
- b) Have *realistic potential* to influence future release or leverage of funding from other sources, or further allocation of existing budgets to music.
- c) Will bring schools into contact with the hub for the first time.
- d) Projects which address a locally, cluster level or county-wide identified need.

3. Schools

If you are proposing to work with or are applying on behalf of **Wiltshire schools**, there are two additional requirements and it's important that the application demonstrates clear understanding of, and commitment to the following from the outset:

- a) Schools will need to indicate how the project will address plans and challenges identified for music in *their* school/s – we can provide a template for this and it should be attached to the application.
- b) All schools in receipt of support (direct or indirect) from this fund will be *required* to engage with our Cluster Coordinator and school visits programme. This includes sharing information about what's happening and what's needed musically in the school.

4. This fund cannot support

- Projects which clearly duplicate activity already available
- Elements of Projects which should clearly be funded from other sources i.e. those which may have majority of non-music related outcomes, such as health, reducing offending, or solely therapeutic outcomes, or those which should already be part of statutory provision
- The purchase of equipment or instrument stocks, vehicles, etc. although we do recognise that some projects might require materials or smaller items, which are accepted – please discuss with us if you are not sure
- Applications from or involving private schools or corporate, profit making organisations unless a wider benefit can be clearly demonstrated
- Projects which do not benefit Wiltshire children and young people

You cannot apply twice for the same project funding. However, on occasion, we may recommend resubmitting a revised application that's been rejected in one round to a later round. You would be given feedback on this when funding decisions have been made.

5. Who can apply?

Organisations and schools based in, or active in Wiltshire, who must demonstrate that they have appropriate insurance cover and child protection procedures in place, including up to date Enhanced DBS checks for all music leaders/tutors.

Exceptions to this are schools and Associates who have already provided us with this evidence

6. How much funding is available?

The **maximum amount** that a project can apply for is **£2500**. Applicants need to identify or provide **minimum** partnership funding of at least 20% of the amount applied for. (Which cannot be support in kind).

For financial year 18-19 there is **£20,000** available. This will be split equally between two rounds. If all funding isn't allocated in round one it may be rolled over to round 2.

7. Preparation

You must contact and discuss your project with a member of the Wiltshire Music Connect Team before you apply and at least THREE WEEKS before the closing date

Please read all of these guidance notes and check the criteria carefully *before* you contact us to discuss your project. If you have queries or questions, make a note of them so you can discuss them with a member of the team. You may want to use our [checklist](#) for this.

To arrange a time to discuss your project with us, you need to contact info@wiltshiremusicconnect.org.uk telling us who you are, and which of the essential fund criteria (see No. 1 in this document) your project covers. We will then log your details and allocate a team member to contact you.

Any applications submitted without this initial conversation taking place cannot be assessed and will be rejected.

Members of our team can help with any queries you have and will ask you a few key questions. Their advice may influence your decision about whether or not to go ahead and apply. If you do decide to apply, our team's advice cannot be taken as a guarantee that your application will be funded.

It's also worthwhile making sure you read the Musical Cluster report for the area(s) in which you're planning the project and we recommend contacting the relevant Cluster Coordinators too as they may have valuable advice to offer.

Don't leave it too close to an application deadline before getting in touch - our small team are busy and don't all work full-time – **you need make initial contact with us at least THREE WEEKS before the closing dates.**

8. How to apply

- a) Complete the [Project Fund application form](#) AND [budget sheet](#) both of which are available [here](#)
- b) **All required parts** of the application form must be completed in full for the application to be eligible.
- c) Save the application form and budget sheet with your project name and email to us at info@wiltshiremusicconnect.org.uk **before** the closing date. We cannot accept applications that arrive after the specified closing date / time.

9. Closing dates

The next two closing dates are.

- a) **12 noon on Mon 11 June 2018** –for projects starting after 1 September 2018
(notification of decisions by 9th July 2018)
- b) **12 noon on Mon 12 November 2018** - for projects starting 1 March 2019
(notification of decisions by 10th December 2018)

10. How we assess your application

All applications are assessed initially for eligibility and then scored by sections according to the criteria and guidance (see 1-4)

Scoring is undertaken and moderated by the Wiltshire Music Connect Team who may in turn request feedback from appropriate specialists (including Musical Cluster Coordinators) and review assessments as a group.

Proposed funding decisions are then checked and ratified by members of our Stakeholder Board.

Please note:

- Scoring will differentiate between eligible projects we could fund and those we feel we cannot
- As well as scoring we also consider balance across style / geography and setting
- So, even if a project meets all of the criteria and scores well we might not have enough funding to cover all eligible applications.

Where we are unable to fund a project

- We will try to give constructive feedback and advise of other potential sources of funding
- It's possible that we may suggest re-applying to the next round with amendments, but this can never be a guarantee that the project will then be funded.

Definitions

ⁱ A **project** is something that has a defined beginning and end. This funding cannot be used to support ongoing work or core funding, it is designed to kick start, test, or support musical activities which are new to the applicants, and have potential to either inform the wider musical community, have a lasting impact, or be the start of longer-term sustainable programmes of work. For example, the project might create new partnerships and links, or demonstrate outcomes which could attract additional funding from other sources, or an organisation's own budget in future. The project might test a new model which could be replicated by you or your organisation, or others.

ⁱⁱ **Explores new ways of working and/or structuring provision** – we have a duty to look ahead at the challenges and opportunities facing music education in Wiltshire and to help stakeholders prepare for them. We also want to encourage a variety of provision and approaches that evolves on an ongoing basis.

ⁱⁱⁱ **Core and Extension roles** – for the headlines, please go to <https://wiltshiremusicconnect.org.uk/about/hub-roles/> you can then find more in depth information in other sections of the website.

^{iv} **We recognise that not all work with young people fits neatly within county boundaries.** If your project includes some locations and young people outside of Wiltshire please discuss with your lead contact, and note that we can only fund the part of your project which relates directly to Wiltshire young people.

^v **We recognise that quality will look and sound different** depending on the setting and context of the work and the style or genre in which its happening. So, it's not appropriate for us to judge all things by the same measures. We recognise different balances of quality of experience and musical excellence depending on the nature and purpose of an activity. The aims, outcomes and evaluation of your project will reflect this. <https://wiltshiremusicconnect.org.uk/about/what-do-we-mean-by/quality/>