

MUSICOUNTS BAND AID PROGRAM SAMPLE APPLICATION 2017-2018

Please note applications must be completed online at MusiCounts.ca on the [Band Aid Program page](#), this is a sample to help you prepare. If you are unable to complete this form online, please contact the MusiCounts programs team at applications@musicounts.ca or call 416-485-3135

BEFORE YOU APPLY

Please keep in mind, the school applying must assume responsibility for owning any instruments received via the MusiCounts Band Aid Program. Instruments are not to be owned by students or teachers, or taken to other schools. Instruments are for the use of students at the recipient school for the purpose of education, practice and performance.

Please fill out the application form below to the best of your abilities.

Before You Begin

Have you received instruments through MusiCounts within the last 5 years?

- Yes my school has received funding in the last 5 years
- No my school has not received funding in the last 5 years

Please note, if your school has received instruments through this program during the last 5 school years, **you cannot apply until 5 years have passed**. If you received instruments in the 2010-2011 school year or earlier, you may re-apply.

SECTION 1: GENERAL INFORMATION

NAME OF SCHOOL: _____

SCHOOL ADDRESS: _____

Street _____

City/Town _____

Province _____

Postal Code _____

Phone# _____

Email _____

School website URL _____

APPLICANT:

Name _____

Phone# _____

Email _____

Position Related to School _____

MUSIC TEACHER (if different from Applicant):

Name _____

PRINCIPAL:

Name _____

Phone# _____

Phone# _____

E-mail _____

E-mail _____

School Board Name: _____

School Business Number or HST/GST #: _____

How did you hear about the MusiCounts Band Aid Program?

Are you a private, separate or public school?

- Private
- Public
- Separate

Does your school operate within a municipal, provincial or federal board of education?

- Yes
- No

If you are a private school, do you charge tuition?

- Yes
- No

If yes, what is the tuition amount per student? _____

School Classification:

- Elementary
- Middle School/ Jr. High
- High School

Grade Levels of the School (check all that apply)

- | | | |
|--------------------------------|----------------------------|-----------------------------|
| <input type="checkbox"/> JK/SK | <input type="checkbox"/> 5 | <input type="checkbox"/> 9 |
| <input type="checkbox"/> 1 | <input type="checkbox"/> 6 | <input type="checkbox"/> 10 |
| <input type="checkbox"/> 2 | <input type="checkbox"/> 7 | <input type="checkbox"/> 11 |
| <input type="checkbox"/> 3 | <input type="checkbox"/> 8 | <input type="checkbox"/> 12 |
| <input type="checkbox"/> 4 | | |

General Information About The Music Program:

Age range of students in the music program (check all that apply):

- | | | | |
|----------------------------|-----------------------------|-----------------------------|-----------------------------|
| <input type="checkbox"/> 3 | <input type="checkbox"/> 8 | <input type="checkbox"/> 13 | <input type="checkbox"/> 17 |
| <input type="checkbox"/> 4 | <input type="checkbox"/> 9 | <input type="checkbox"/> 14 | <input type="checkbox"/> 18 |
| <input type="checkbox"/> 5 | <input type="checkbox"/> 10 | <input type="checkbox"/> 15 | <input type="checkbox"/> 19 |

6
 7

11
 12

16

Other:

Number of Program Participants: _____

Number of years the music program has existed: _____

Does your school currently own an inventory of musical instruments and equipment?

- Yes
 No

Please enter the total dollar amount of instruments and equipment you are requesting for your school's music program (must be at least \$5,000).

SECTION 2: SCHOOL POPULATION AND NEED LEVEL

Describe the need level of your school community, please support with statistics where available. This information can include: socioeconomic information such as poverty and income levels, single parent families, etc.

What barriers do your students face in accessing music education in and out of school?

Please indicate any specific populations within your school that will benefit from or be affected by this grant. Include the percentages of each group if known. These groups could include: LGBTQ+, Indigenous, physical disabilities, new Canadians, refugees, cognitive learning disabilities, single parent households, majority Francophone community, students benefiting from breakfast or lunch programs etc.

If tracked at your school, what is the graduation rate? (please write as a percentage)

If tracked at your school: what is the dropout rate? (please write as a percentage)

SECTION 3: MUSIC PROGRAM FRAMEWORK & INFORMATION

Tell us about the framework of the current music program at your school including what music classes or programs are currently offered:

How many full-time music teachers does your school currently have? _____

How many part-time music teachers does your school currently have? _____

What are the music teacher's professional qualifications?

What music classes or programs do you currently offer in your school?:

How many students are enrolled across all music classes? _____

Per week, what is the average amount of time students spend in music class? _____

Does your school currently fundraise for the music program?

- Yes
- No

If yes, please describe any fundraising initiatives from the last 3 years:

About the program you are seeking instruments for

Please tell us about the music program you are seeking instruments for:

Is the program new or existing?

- New
- Existing

How many students currently participate or are expected to participate in this particular music program?

Tell us about your school's commitment to supporting the program long term. Examples: supportive school administration and faculty, supportive parent council, supportive school board.

Tell us about the current state of your school's musical instruments and equipment inventory and any impact this may be having on your music program. Please note you will be required to attach an instrument inventory at the end of this application

Inventory & Wishlist

At the end of this application, you are asked to attach a current musical instrument and equipment inventory and wishlist of the instruments and equipment you wish to receive via the Band Aid Program.

Please keep in mind:

- At least 85% of your total wishlist must be dedicated to musical instruments and equipment.
- Up to 15% of your wishlist may include additional items such as: music stands, sheet music, instrument cases, learning modules, etc.
- 35% of your wishlist may go toward instrument repairs.

Please describe the current musical instrument and equipment inventory at your school, and why it's not adequate to meet the needs of your music program.

SECTION 4: IMPACT POTENTIAL AND STORIES

Please share any stories or anecdotes that help showcase the impact and influence your music program has or may have on your students and community.

Describe the long term impact that receiving musical instruments and equipment via the MusiCounts Band Aid Program will have on your school.

How would you utilize instruments and equipment received via the MusiCounts Band Aid Program?

What makes your music program unique?

If there is anything else you would like to add or think MusiCounts should know about your school's music program, please enter it in the space below or attach it at

the end of this form. This may include support letters from the school community including students, school administration, parents or teachers.

Additional or Supporting Information:

Please provide a link to any photo or video files that you would like to add to your application. (Can be a YouTube, Dropbox, Drive etc. link and must be accessible for the next 4 months)

SAMPLE

2017-18: MUSICAL INSTRUMENT WISH LIST AND BUDGET PROJECTION

Please copy this sheet if you require additional sheets.

You do not need an official quote from your supplier, but prices should be as realistic as possible, and reflective of what your school would order should your application be successful. Please put your entire wishlist for your program, even if it's more than \$10,000 – it helps us to see the entire scope of what you need.

Please keep in mind:

- At least 85% of your total wishlist must be dedicated to musical instruments and equipment.
- Up to 15% of your wishlist may include additional items such as: music stands, sheet music, instrument cases, learning modules, etc.
- 35% of your wishlist may go toward instrument repairs.

Please note: if your application is successful, MusiCounts pays the supplier directly for the instruments and equipment.

NAME OF SCHOOL: _____

Information provided by: _____

List of Instruments your program would purchase if awarded a grant	Quantity	Estimated Cost Per Item (tax excluded)	Total Cost (tax excluded)

TOTAL	
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List of Instruments your program would purchase if awarded a grant	Quantity	Estimated Cost Per Item (tax excluded)	Total Cost (tax excluded)
Total :			

GRAND TOTAL
(all pages) -----

SECTION 5: APPLICANT CONFIRMATION

Please confirm you have included the below information with your application. You may include a total of 4 attachments to your application. This number includes your instrument wishlist and instrument inventory forms.

The file sizes of your attachments cannot exceed 5MB each. Additional documents can include support letters (from students, school administration, parents etc.) or additional program plans. Please supply a maximum of 3. You can combine supporting files into a single PDF or a zip folder

- Current Musical Instrument Inventory
- Musical Instrument Inventory Wishlist (totalling at least \$5000)
- Any additional supporting documents such as support letters (optional)

I have completed this application to the best of my ability, and the information within the application is accurate to the best of my knowledge.

Name of person submitting the application _____
Designation _____ E-mail _____
of years at the school _____ Contact # _____