

**reading musical foundation**  
**APPLICATION FOR 2019-2020 SPECIAL PROJECTS**  
**Application Information for Applicants**

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The Reading Musical Foundation (“RMF”) is now receiving Applications for Grants to be paid during the fiscal year beginning July 1, 2019 and ending June 30, 2020.

**Program Type Definitions**

As an organization, RMF is looking to better define our collective impact in the community. By breaking programs into these mission quadrants, we will be able to attribute our dollars and outcomes to specific goals. Please continue specifying which quadrant of RMF’s mission matches your project(s) the best. The definitions and focuses are as follows:

**ADVANCING MUSIC EDUCATION: Defined as moving forward, in a purposeful way, the field of study associated with the teaching and learning of music.**

The primary focus of this goal is hands-on music education experiences. All projects in this goal area should:

- Nurture musicians to the fullest extent of their ability/talent
- Engage members of the community as active participants and contributors to music teaching and learning

**ADVOCATING MUSIC EDUCATION: Defined as publicly supporting the field of study associated with the teaching and learning of music.**

The primary focus of this goal is on the music education network in our community. All projects in this goal area should:

- Increase and strengthen the capacity of school music programs and community music education organizations
- Be collaborative in nature

**ADVANCING MUSIC APPRECIATION: Defined as moving forward, in a purposeful way, the understanding of the value music experiences have for individuals and the community.**

The primary focus of this goal is positive audience experiences. All projects in this goal area should:

- Develop and engage new and existing audiences
- Foster increased access to the musical arts in Berks County

**ADVOCATING MUSIC APPRECIATION: Defined as publicly supporting the understanding of the value music experiences have for individuals and the community.**

The primary focus of this goal is on the providers of music education programs and presenters of music performances in our community. All projects in this goal area should:

- Increase and strengthen the infrastructure capacity of community-based music providers and organizations
- Be collaborative in nature

As seen in the above mission definitions, RMF continues to seek programs that collaborate with other organizations, creates increased accessibility to the musical arts, as well as addresses the sustainability of your organizations.

**2018-2019 Evaluation Reports**

Your application from 2018-2019 listed specific outcomes you expected to achieve as a result of your program. Please refer back to those outcomes when completing your evaluation report for 2018-2019.

**Reminder Information:**

This application allows you to apply for funding for specific programs. RMF will provide program-based awards. Examples of such include music director/educator stipends, musician fees, rehearsal costs, etc. To condense the process, organizations may include multiple programs on the same program application if they are similar. For example, organizations may list all concerts in a series as a "Concert Series," instead of creating an application for each concert. Other groupings may include education initiatives, masterclass series, etc. Please just fully explain each offering under the grouping. RMF will meet with any organization that has specific questions regarding this change.

We will consider an application complete when all questions that follow are answered and the application and all required documents have been *physically received* in RMF's office (electronic copies are fine – assume if the email was not confirmed the application was not received. We suggest that you email or hand carry these items to RMF's office. Postmarks are irrelevant. The deadline is **Friday, February 23, 2019 at 5 PM.**

We offer the following guidance to address frequently-asked questions:

1. Special project grant applications may be used by organizations that do not have a music-centered mission. If you have questions on which application to use (full appropriation application versus special project application, please contact RMF).
2. Only organizations that perform music primarily in Berks County are eligible for funding.
3. Every fiscal year is a new year. The fact that RMF previously awarded funds for the same or a similar purpose is not relevant to the determination of a subsequent request.
4. RMF may restrict or impose conditions on grants.
5. RMF considers the community's immediate needs in the arts so compelling that it cannot make grants for research at this time.
6. Note: If you received a grant from the Foundation for the current fiscal year, a Grant Evaluation Report must be completed, signed and submitted to the Foundation, at the Foundation's office, no later than **Monday, April 15, 2019 at 5 p.m.** ***This is the only document that may be submitted after February 22, 2019. The Grant Evaluation Report for 2018-2019 appropriations will be distributed separately.***

Please feel free to contact me with any questions or concerns regarding your application.

Sincerely,

Keri M. Shultz  
President

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Name of Program \_\_\_\_\_

Name of Organization \_\_\_\_\_

Contact Person \_\_\_\_\_ Phone Number \_\_\_\_\_

Mailing Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_

Email Address \_\_\_\_\_

List any Collaborating Organizations, if applicable: \_\_\_\_\_

Amount Requested from RMF \_\_\_\_\_ Total Program Budget \_\_\_\_\_

**Project Description:**

In relation to RMF's mission, does this project advance music education, advance music appreciation, advocate for music education, or advocate for music appreciation? (*Definitions of these mission components are included in the cover letter. Note: while many projects may encompass multiple areas, please choose the one that best fits this project.*)

How does this program fulfill your mission?

Is this a new program? If so, please explain your planning process.

If this is an existing program, please explain how support from the Reading Musical Foundation will enhance your program.

Who is your audience for this program?

RMF defines "outcome" as what you hope to achieve as a result of this program. Using that definition, what outcomes do you anticipate from this program?

How will you evaluate your program? Please note if you expect your methods to garner subjective or objective metrics.

Please include a detailed budget which lists all of the income and expenses for your program. Please note which funds have already been received, committed, pending or in-kind.