

The Ruth L. Terranella “Seventy-Six Trombones” Music Fund 2013 Grant Guidelines

The Ruth L. Terranella “Seventy-Six Trombones” Music Fund aims to enhance music education of children in Napa County. The Fund’s focus is to provide grants to K-12 public school or nonprofit youth music programs in Napa County to purchase music supplies. Examples include: instruments, sheet music or musical rights, music stands or choral risers. There is \$115,000 available to spend in the Fund. Napa Valley Community Foundation (NVCF) will make grants only once from this Fund--in 2013--and the Fund will be expended and closed after this grant cycle.

- Grants will be distributed to Napa County K-12 public school or nonprofit youth music programs only
- Grant size will not exceed \$10,000
- Projects must be completed within 12 months of funding

Who’s Eligible

- Applications from 501(c)3 public charities or programs/projects with a fiscal agent that is a 501(c)3 public charity (provided that a letter of support is included from the fiscal agent) may apply
- Music education—vocal or instrumental—must be the key component of any music program requesting funds
- Public elementary, middle or high schools may apply
- Public schools applying must demonstrate that they have at least one qualified and salaried music teacher on staff that is providing music programs at least one day per week
- The school or program must have adequate, secure storage space for instruments and equipment
- The school or program must accept full responsibility for the maintenance of the instruments and equipment
- Priority will be given to schools or programs serving a minimum of 50% low-income students (defined as students receiving free and reduced lunch), or nonprofits providing music programs to students regardless of their ability to pay

Exclusions

The following projects or organizations are **not** eligible for funding:

- Grants for uniforms, costumes, set decorations, props, travel costs, festival or competition entry fees, teacher salaries or stipends
- Scholarships or other re-granting programs
- Fundraisers or fundraising events
- Private schools that charge tuition to attend or adult music programs
- Grants to individuals
- General operating funds
- Private non-operating foundations

How to Apply

Please email us a letter (no more than two pages in length) by May17, 2013 that includes:

- Name, address, phone, and email contact for applicant (if you are a school teacher, please include summer contact information, as well)
- Tell us what you propose to do with the grant and why. How many children/youth will this purchase serve? Explain the need for the instruments and equipment
- Please describe your organization’s existing music program. How many teachers (paid and volunteer) do you have? How many kids are served? What are your core programs and activities? How many of your students are low-income?
- Please include your plan for storage and maintenance of the instruments and equipment
- Dollar amount you are requesting. Attach a proposed budget for your project (please use the attached form). Include other support received from parent-teacher associations, booster clubs or other grants
- Total annual operating budget for your entire organization, or for your fiscal agent (if applicable). If you are a school music program, the annual budget for your music program
- Attach a letter of support for the proposed project from your school’s principal that includes proof that your school employs at least a part-time, salaried and qualified music instructor. If applicable, include a letter of support from your organization’s fiscal agent
- **Email your application letter and budget (in Microsoft Word and Excel format, respectively), and the letter of support, to julia@napavalleycf.org. Hard copies will not be accepted.**

Decisions

Final decisions will be made by Napa Valley Community Foundation no later than June 13, 2013.

Follow-Up and Reporting Requirements

Projects must be completed within 12 months of funding. Grantees will be required to provide a report that tells us how the funds were spent, as well as the progress and results of their project.

Contact: Julia DeNatale, Manager of Philanthropic Services, at 254-9565 or julia@napavalleycf.org.