



**2012
Brad Schoener Fund
Mini-Grant Application**

Entry Date: _____

Name: _____

Email: _____

Daytime Phone: _____

Position/Title: _____

School, Department or Organization: _____

Project Title: _____

Amount Requested: _____

Duration of Grant: _____

Number of Students Involved: _____

Project Narrative:

Explain what you want to do, who will do it, what resources are required and where activities will take place.

Please explain the need that this project addresses. Why is the support of the Foundation needed?

Describe the benefits of the project to students, faculty and to the school district as a whole:

Please list the measurable objectives of the project:

Describe how you will measure your effectiveness in meeting your goals:

Provide an itemized budget of how funds will be used. Please note any other contributions of money, labor or equipment that you will receive from other sources. The Foundation does not pay for services rendered by Upper Darby School District employees. The budget must

be included with the application. Pages from catalogs or other information to describe the items to be purchased are acceptable.

Additional Info:

If funds are limited, what is the minimum amount needed to partially implement this project? _____

If this project is part of a long-term strategy, please explain how it will be continued after the grant funds are used.

Principal's Signature _____ Date _____

Applicant's Signature _____ Date _____

****PLEASE NOTE:** Schoener Fund Mini-Grant Applications may be submitted by Upper Darby School District Music Teachers only. The Schoener Fund is to be used for music education purposes only by the Upper Darby School District.

The Schoener Fund Mini-Grant Application may be submitted any of the following ways:

- 1) By Email: udmusicman@aol.com
- 2) By FAX: 610-399-3338
- 3) By Mail: Schoener Music Fund
1520 Woodland Rd.
West Chester, PA 19832

Questions regarding the Schoener Fund Mini-Grants should be directed to Ms. Jennifer Schoener, udmusicman@aol.com
610-350-9037



Mini-Grant Application Guidelines (revised 1/5/11)

Mission Statement: The mission of the Brad Schoener Music Fund is to support the musical abilities and aspirations of instrumental music students in the Upper Darby School District through the funding of instruments, instruction, and experiences to interested and talented students who might not otherwise have the opportunities due to personal circumstances.

Grant Awards: The Music Marathon Committee rewards the creation of innovative educational opportunities that enhance the music education program and will consider applications for grants from music teachers, student music organizations, and music classrooms within the Upper Darby School District. Mini Grants are limited to \$1,000 or less. Requests for larger amounts will be considered on a case-by-case basis for programs of exceptional educational or cultural value that will make a significant impact on a large number of music students. All grants are limited by the funds available.

Funding Priorities: While other projects may be funded, these programs will be given first consideration:

- **Instrumental Music Lesson Scholarships**
(see separate application - www.udmusicmarathon.org)
- **Instrument Rental Vouchers**
- **Music Classroom Technology focusing on Instrumental Music**
- **Instrumental Artists-in-Residence**

The Schoener Fund seeks opportunities to enrich and enhance the existing music curriculum. Many of the mini-grants address areas that benefit talented Upper Darby instrumental students who would otherwise be unable to pursue their musical talents due to personal circumstances. All of the previously-funded scholarships/grants may be viewed at the Schoener Fund's website: www.udmusicmarathon.org

Limitations:

1. The Schoener Fund does not provide funding for the following:
 - Technology for school-wide assembly areas
 - After school programs or clubs unless they promote a specific music instrumental related purpose
 - Any project that has been funded historically and regularly through the school district budget, e.g. textbooks, transportation, basic classroom equipment

- Personnel costs of Upper Darby School District employees or any other expense that is normally funded through the district budget.
2. A scholarship/grant recipient must use the entire grant before reapplying to the Schoener Fund.
 3. Teacher Mini-Grants are issued on a per project basis. Teachers may work together on a project but the addition of other applicants will not affect the \$1,000 limit per project.
 4. The Schoener Fund reserves the right to initiate special projects at its discretion with no prior application.

Procedures:

1. All awards will be open to those employed by or served by the Upper Darby School District without regard to race, religion, age, sex or political affiliation.
2. All projects must fall within the purposes outlined in the Schoener Fund Mission Statement. They must be innovative and they must enrich the instrumental music education program.
3. The deadlines for application will be October 1 and March 1 of each year.
4. All requests are to be presented on the Schoener Fund Mini-Grant application form. The application may be reproduced by photocopier or computer. Applicants may recreate this document on a computer as long as all questions are completed in the same order and format. Applications must be typed or PRINTED. Applications must be approved by the applicant's building principal.
5. The individual making application will be responsible for reporting on the results of the project and the use of the funds, including the receipts or other documentation of expenses.
6. Any unspent funds are to be returned to the Schoener Fund.
7. Any materials purchased with the grant funds become the property of Upper Darby School District to be used for its music education programs.
8. Checks will be issued to the General Welfare Fund at the applicant's school.
9. Any funds that are not used within one year of the award date must be returned to the Schoener Fund.

Questions concerning the Schoener Fund should be directed to:

Ms. Jennifer Schoener, Chairperson, Brad Schoener Music Fund udmusicman@aol.com

This application is available for download on the Upper Darby Music Marathon website: www.udmusicmarathon.org

Application deadlines are: October 1 and March 1.

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