

## School Music and Dance Tuition Funding 2018-19

The Ulster-Scots Agency invites applications for grant-aid for the School Music and Dance Tuition Programme 2018-19.

This is a popular programme and the Agency is keen to support as many schools as possible. However the funding available is limited and in circumstances where demand exceeds the available funding, applications may have to be prioritised.

Completed applications submitted to the Ulster-Scots Agency will be prioritised on the basis of the date of receipt of a fully completed application. Applications received after the published closing date will not be considered.

Incomplete applications or those not providing the details requested will be returned. Returned applications may be re-submitted. In circumstances where an application is returned and re-submitted, the date of receipt is considered as the date the re-submitted form is received (subject to the form being complete).

It is the responsibility of the applicant to ensure that an application meets the specified requirements.

Please use the checklist below before submitting an application.

- Have all questions been answered? Please note the word limit will be applied.
- Has a full timetable of activity, including all dates, times and numbers attending been included?
- Have the figures included been correctly reconciled? For example, do the costs match the tutors' rates?
- Have all costs been included? Please include any costs for in-kind venue hire
- Have all other sources of funding been identified? For example, any student contributions towards the tuition only [note: do not include income or expenditure for instrument/s].
- The Ulster-Scots Agency funds a maximum of 75% of total project costs. The remaining 25% can be in-kind funding or student contribution. Please see sample budgets in the guidelines.
- This funding is only for tuition, it cannot be used to purchase/hire instruments, tutor travel or any other costs.
- Has the application been signed? [note: a typed name is not considered a signature] Please refer to guidelines.
- Have the tutors' current CV and lesson plans been included? The Agency cannot be referred to information held elsewhere. Only information provide with the application can be considered.

**Closing Date: Tuesday 1<sup>st</sup> May 2018 @ 12 noon  
Late or incomplete applications will be rejected.**