



NAMM Foundation
Program Grants
Request for Proposals 2008

Proposal submission deadline: January 4, 2008
Award notification: May 2008

Summary and Background: The NAMM Foundation announces its “request for proposals” (RFP) initiative for 2008 and seeks proposals for projects that further the Foundation’s mission of creating more active music makers of all ages.

This funding initiative seeks to support innovative music education and hands-on music making programs that reach and serve new audiences with new protocols. Non-profit organizations offering programs and projects that expand and create new settings and opportunities for people of all ages and backgrounds to make music can apply. Programs that serve non-traditional constituents in unexplored settings and underserved children and youth can also apply as part of this RFP initiative.

Eligibility: Under this RFP initiative, the NAMM Foundation is interested in programs or projects that utilize music-making materials, are replicable as regional, national or international models, have a plan for self-sustainability, and include outcomes and impact measures, including the following:

- Group music programs with non-performance-based outcome goals, including group-based music programs facilitated within senior homes, hospitals, youth groups, parks, etc. that provide a positive music-making experience to all participants, regardless of prior experience
- Integrated music-making programs, including programs that train non-music educators to utilize basic music making to teach other core subjects such as math, history, world cultures, science, literature, citizenship, etc.
- Programs that train music educators to supplement their existing programs with non-traditional methods, instruments or technologies, allowing them to teach music making to students who may not be interested in the traditional band and orchestra programs



- After-school music programs, including “drop-in” music-making programs facilitated by music-trained youth service personnel
- Programs that train music educators to utilize group-based informal music making as an after-school youth development and/or community building tool
- Projects and programs that serve specific demographics, are replicable, provide measurable results and are self-sustaining
- Interim and final reports, including budget reports, are required for every grant awardee.

The NAMM Foundation is a non-profit, philanthropic supporting organization of NAMM, the association for the international music products industry, which serves more than 9,000 Member companies worldwide. This competitive grant program seeks to support community-based and service programs offered by organizations with established non-profit designation whose projects are compatible with NAMM and the NAMM Foundation’s mission to enhance or develop expanded access for music making for people of all ages.

NAMM Foundation Program Grants support programs offered by non-profit and community-based organizations that demonstrate excellent public service and quality outcomes and results. The constraints of applicable tax law prevent NAMM or the NAMM Foundation from funding a program that generates sales for a particular dealer or manufacturer, or in any way is a program or project that generates income as a for-profit entity.

Funding will be considered for projects that are or have a plan for self-sustainability. Funds are only available for project or program implementation; general operating or overhead costs are not funded and are not available as part of this grant program.

Mission-based, non-profit organizations, and/or programs that develop active participation in music and that do not duplicate existing programs or services can apply.

Projects that have the potential for international impact, or that serve broad audiences nationally or internationally can apply.



How to Apply

All proposals must be received via online application by January 4, 2008

Online applications received beginning October 15, 2007.

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Project timeline: Funding will be awarded for one-year projects with reports due December 31, 2008, and July 31, 2009; multi-year funding is not provided.

Budget/Grant Amount: Grant award amounts are not specified, however, average grant amount from past funding cycles range from \$20,000–\$40,000. Grant award amounts also depend on number of quality proposals and availability of grant funds.

Number of Awards: The number of grants awarded is relative to number of quality proposals received and availability of grant funds.

PROPOSAL NARRATIVE REQUIREMENTS

Online application will require the following information

Complete the online application and provide the information requested in each section of the application. A summary of required information is outlined below. The final deadline for grant requests is January 4, 2008.

NOTE: You will be required to provide your organization's non-profit "EIN" (Employer Identification number) to begin the online application. An "EIN" can be obtained from your organization's financial officer.

Incomplete proposals or proposals with required information missing will not be considered.

Length of required narrative is specified for each section of the online application. Applicants are encouraged to prepare text for narrative sections and then "cut and paste" text into online application section. You may return to the online application until completed and then execute a final "save" for submission by the deadline required.



ORGANIZATION AND CONTACT INFORMATION:

Organization Name:

Organization Address:

Street:

City:

State:

ZIP:

Country:

Phone Number:

Fax Number:

e-mail:

Web site (if available):

Primary Contact Person:

Title:

Address: (if different from above)

Street:

City:

State:

ZIP:

Country:

Phone Number:

Fax Number:

e-mail:

Additional person who can be contacted about this grant:

Secondary Contact Person:

Title:

Address: (if different from above)

Street:

City:

State:

ZIP:

Country:

Phone Number:

Fax Number:

e-mail:



Grant Request:

Project Title:

Instructions: provide a title for your request; can be program or project name

Request Date:

Instructions: provide date of submitted application

Project Period:

Beginning (month/year)

End (month/year)

Organization Demographics:

Instructions: provide data in the space provided

Number of people served annually by your organization?

Number of people served by the program for which grant funds are requested in this proposal?

Number of people on your Board of Directors?

Total organization annual budget?

Has your organization conducted an independent financial audit?

Y/N If so, please provide date of last audit:

1. Summary

Provide a summary of your funding request, including organization mission and background and specific project names and objectives, populations served, a clearly identified perceived "need," your proposed "solution," and the amount of financial support you are seeking.

2. Organization Information

a. Describe your organization and its mission; include brief history, as applicable.

b. Outline current programs and activities.

c. Highlight past accomplishments.

3. Program or Project Details

a. Describe the specific goals and objectives of your program and your plan to meet them; what is the project plan, and how will you meet the stated goals?



- b. Provide a timetable for implementation.
- c. Identify other organizations, partners or funders participating in the project and their roles. If matching funds are provided, please include the funding amount and individual contact information.
- d. Outline a clear plan for project sustainability or self-sufficiency; identify long-term funding resources.

4. Evaluation

To meet stated project goals, what are measurable objectives that can be evaluated during and at the end of the grant period and what is the evaluation or assessment plan? Describe your plan to document progress and evaluate results and describe evaluation outcomes to date. If you are utilizing third party assessment, please provide a name, contact number, and professional credentials.

5. Budget

Please complete the required budget template.

6. Supporting Materials

Applicants are encouraged to provide supporting material about the organization and the proposed project to be included in funding review (video submission welcome: maximum time 5 minutes; DVD or VHS is acceptable). Up to two letters of support can be uploaded to your application. Please provide letters of support on official letterhead with signatures.

7. Certification requirements—please complete the following questions and provide two names and contact information of persons who can represent the applicant and verify that all items are accurate.

a. If you or your organization receives funding from the NAMMM Foundation, do you, in consideration thereof: a) warrant and represent that the amounts received from the NAMMM Foundation will be used solely for purposes outlined in the proposal, and b) agree to submit, upon request, independent audits showing how any such grant or award from the NAMMM Foundation was used?

Yes No



b. Do you agree to identify and list the NAMMM Foundation as a prominent sponsor, using the NAMMM Foundation logo where appropriate as a sponsor in your activities relating to this project?

Yes No

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The foregoing information is certified to be true to the best of our knowledge. We agree with the Foundation's requirements of this application if funding is approved, and we understand that if the NAMMM Foundation funds this program, it will do so in reliance on our agreement to comply.

Date:

Name of requesting organization:

Name of Organization's Executive Director or Chief Executive Officer:

Official Title:

Phone:

e-mail:

Name of Organization's Board of Directors Chairman:

Official Title:

Phone:

e-mail: