

## MDMEF GRANT GUIDELINES

### MDMEF Grant Program

The mission of the Mount Diablo Music Education Foundation is to preserve and enhance music education for students in the Mount Diablo Unified School District. To this end, MDMEF seeks to:

- Increase community awareness about the importance of music education, and engage the schools and community to support music education.
- Secure sources of funding for music-related events and programs.
- Create and facilitate music education opportunities throughout the Mount Diablo Unified School District to maximize student participation, starting at the elementary schools and continuing through middle and high schools.

### MDMEF Grant Recipient Selection Criteria

Music education (vocal or instrumental) for students in the Mount Diablo Unified School District must be the key component of any music program requesting funds.

- MDMEF accepts grant requests from public school programs and non-profit/501(c)(3) programs providing or funding music education (serving students regardless of their ability to pay).
- Non-profits must enclose an IRS determination letter with the grant application.
- Grant requests must articulate specific music program needs – for existing and/or planned programs and may include operating expenses and/or capital expenditures.
- Music education programs must meet national standard non-discrimination policies.
- Recipients must sign a grant agreement that, among other things, requires reports describing the use of grant funds and the outcomes obtained, and gives MDMEF the right to publicize the recipient's name and a description of the program.

Priority will be given to the following music education programs, though applicants need not necessarily meet any or all of these criteria to be awarded a grant:

- Programs serving elementary school children
- Programs serving economically disadvantaged children
- Programs that serve a large number of students or that can be easily replicated in order to serve a large number of students
- Programs serving schools that have not historically had a strong music program

As a general rule, MDMEF does not make grants for any the following:

- Individual scholarships or other individual financial aid
- Religious, political, labor, athletic, or fraternal organizations
- Operating deficits or debt retirement
- General requests for operating funds or capital campaigns
- Event sponsorships such as, but not limited to conferences
- Programs serving people and communities outside the District

### Procedure

While not strictly required, applicants are strongly encouraged to discuss with MDMEF the suitability and timing of a grant before completing a formal application. Inquiries may be directed to Joan Miller, President of MDMEF, by fax to 925-930-7923, or by email to [mdmef09p@yahoo.com](mailto:mdmef09p@yahoo.com).

Applicants must submit a completed grant application using MDMEF's grant application form, available at [www.mdmusicfoundation.org](http://www.mdmusicfoundation.org). Applications will be reviewed according to a schedule determined from time to time by the MDMEF Board of Directors. Applications will be evaluated in light of MDMEF's mission and these guidelines, with a view to the most equitable and effective use of MDMEF's resources. All grants must be approved by the MDMEF Board of Directors.