



## The Roger David Burrows Music Fund

### Application for a grant – Groups/societies/organisations/schools

#### Guidelines

The Aim of the Fund is to advance the education of the public in the subject of music, to encourage people to get involved with making music and give support to those already involved in music.

Grants are only open to United Kingdom (UK) based groups/societies/organisations/schools.

The Fund is happy to support any genre of music, whether vocal and/or instrumental.

Groups, societies, schools or other organisations that involve children and/or adults are eligible to apply.

All questions on the application must be completed in black ink, be clearly legible and be signed. If necessary the answers can be continued on a separate sheet.

Details of the group's status must be provided, for example registered charity, school or other educational organisation, affiliated to a larger group.

Details of an independent referee are needed. This person must be independent of your organisation but know about the purpose for which you are requesting a grant; he/she must also be a person with a professional or public position and not be a relative, friend, partner, another member of the group or anyone who might benefit from a grant being awarded to your group.

Grants will generally be of up to £150, e.g. towards the cost of instruments, music or equipment.

Applications should be sent to the address below to arrive by **1<sup>st</sup> January 2020**, forms sent by electronic means will not be accepted; it is planned to notify applicants by 1<sup>st</sup> March 2020.

Applications received after the deadline of 1<sup>st</sup> January 2020 will not be considered.

#### **Data Protection and Privacy Notice**

The information on any application form will only be used to assess the application for a grant from The Roger David Burrows Music Fund and for any related correspondence; it will be held electronically and as a hard copy. It will not be shared with any other organisations or individuals except where supporting information or clarification may be required from the nominated referee or we are required to do so by law or regulation. The completion and signing of an application form will provide the consent for The Roger David Burrows Music Fund to process and hold the applicant's personal data in accordance with the above.

The Trustees of the Fund will make a decision about each application and their decision is final, no correspondence will be entered into.

All applications shall be sent to:-

The Roger David Burrows Music Fund  
c/o The Burrows family,  
17 Squires Lane,  
Martlesham Heath,  
Ipswich,  
Suffolk IP5 3UG.