

York Music Hub

Grants and awards



1. Grants to organisations

The York Music Hub is a commissioning body, routinely making grants to a range of organisations. Good financial management requires all payments of this kind to be managed appropriately within the following budget headings:

1. *The Commissioning Fund Plus* covers major projects designed to meet the strategic objectives of the YMH. Grants from the Commissioning Fund Plus will be made following the issue of an Invitation to Tender (ITT), may extend over a number of years, and are likely to involve expenditure of at least £3K - £4K per annum.
2. *The Commissioning Fund* covers minor projects which may have been initiated by partners and other providers and are deemed to be consistent with the strategic objectives of the YMH. The purpose of the Commissioning Fund and the terms and conditions for an award are advertised on the YMH website. Applications can be made at any time during the year, and awards are unlikely to be made for more than £1.5Kpa.
3. *Specific Initiatives*. From time to time, the Hub receives requests that require a rapid and flexible response for small sums of money (up to £500) to support existing projects that might require matched funding in order to be viable. Such requests can be channelled through the commissioning fund, should they be deemed to meet the strategic objectives of the YMH.

2. Bursaries and other awards to individuals

The Music Hub maintains a number of separate funds to support individuals 'living in challenging circumstances'. Although all of these schemes have been established for the benefit of the young people themselves, payment is made to the tutor on receipt of an invoice confirming delivery.

1. *The Music Hub Bursary scheme* is available to cover the cost of music tuition for any young person who meets the eligibility criteria. Bursaries are worth £300 per calendar year and payment is made directly to the tutor. Applicants are required to confirm that they are eligible for free school meals or pupil premium and continuing support is dependent upon attendance.
2. *The Merchant Taylors Company Bursary scheme* is for talented musicians who are unable to afford the cost of individual or specialist tuition up to a maximum of £600 per annum. Eligibility is broadly the same as for the Hub scheme, but applicants are expected to have achieved at least Grade 5 or above and be recommended by their tutor. Because only 5 awards are available at any one time, there is some scope for individual cases to be considered on their merits.
3. *The Music4U Awards* are available for young people who need financial support to

Some Music4U awards are available for young people who need financial support to access holiday musical activities where there is an existing cost. Music4U awards are awarded to cover 90% of the course costs with the remaining 10% coming from parental or organisation contributions

Currently, YAE provides free places for activities provided by the York Music Centre if applicants are eligible under the terms and conditions of the Bursary scheme. There is no equivalent provision for young people attending other regular ensemble opportunities provided during term time. The cost of grade examinations, including accompanists, is not separately funded from any of the current bursary funds.

3. Applications

The Hub is willing to accept applications for all grants and awards at any time during the school year. Should there be more demand than can be met from the available budget, applicants will be placed on a waiting list. Because there is some turnover, new bursaries can be awarded at any time during the year.

All partners are regularly reminded of the existence of the Commissioning Fund, details of which are available on the Hub website.

The Hub will make every effort through the eNewsletter through social media, and on the website to advertise the existence of the bursary schemes. Details of how to apply are available on the website, from the approved tutors and by direct application to the Hub (admin@yorkmusicclub.org.uk or Tel: 07537 130219).

4. Payment schedule

Payments from the Commissioning Fund are released in 2 stages, 75% at the commencement of the service provided and 25% on completion together with a full evaluation and budget report. Unless otherwise agreed, payments from the Commissioning Fund Plus are released in 3 stages, with the final stage following a full evaluation and budget report.

Payment invoiced under the Hub Bursary Scheme or the Merchant Taylor's Scheme are made on a termly basis to the approved tutor. Payment for Music4U Awards is made to the providing organisation on receipt of forms completed on behalf of individual applicants.

5. Charitable donations

Most donations received by the Hub are either unrestricted or ear-marked for particular services provided directly the Hub. Where charitable donations are received with specific conditions that only be met by one of the Hub partners, the Hub will identify all providers who might have an interest and offer the opportunity for an application to be made through the commissioning fund. Should any single donation with conditions attached exceed the sum of £4,000, the opportunity to submit a bid will be advertised more widely to all providers and stakeholders.

6. Related Policies and Guidance

This policy should be read in conjunction with the YMH policies on *Financial Delegation* and *Conflicts of Interest*. Further details including application forms, guidance, standard contracts and evaluation forms are available on the Hub website at <http://www.yorkmusicclub.org.uk>.

November 2019

