

CMEH Progression & Ensembles Delivery Funding Application Information – FY 2021-22

One of the key roles of the Cornwall Music Education Hub (CMEH) is to support the musical progression of children and young people across Cornwall across the range of genres. One of the ways it does this is to provide grants to support a network of regional ensembles across the county. It would like to ensure that children and young people of all ages are able to access a varied menu of group music making opportunities, in a range of genres, across the county. **This round of funding is to cover the period 1st September 2021 to 31st July 2022 (summer term funding being conditional of Hub funding from Arts Council England to CMEH for financial year 2022-23).**

The CMEH would like to invite organisations/individuals to apply for funding to support the delivery and development of these ensembles (this does not include school or college specific ensembles). The funding is available in two strands:

- **Start up** – to fund new ensembles in areas or instruments where a clear need has been identified and can be evidenced
- **Sustain** – to fund existing ensembles which require additional funding to become self-sustaining or who have identified projects for which they require additional funding, eg tours, concerts etc. Ensembles must be able to demonstrate that there is still a need for their ensemble

Assessment of Applications

- All applications for funding must be submitted to the CMEH by the deadline (1st July 2021) using this application form. Applications will then be assessed by the CMEH Strategic Advisory Panel assessment group using the Assessment Matrix. The amount of funding is limited and some applications for funding will not be successful. **Applicants will be informed of the outcome by 12th July 2021.** The funding will be agreed for the 3 terms, provided that the Ensemble Deliverer meets all the Terms and Conditions set out at the start of the agreement (and that CMEH is still receipt of Hub funding from ACE after 1st April 2022)

Terms and Conditions of funding

In order to draw down their grants, successful funding applicants must agree to adhere to the CMEH Ensemble Delivery Terms and Conditions:

- Ensemble delivery is subject to CMEH Policies and Procedures (including Quality Assurance and Safeguarding).
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- A representative of the Ensemble will be expected to attend CMEH Ensemble network meetings which will run twice a year and participate in online discussions as required.
- All ensembles which receive funding from CMEH must display the ‘Supported by the Cornwall Music Education Hub’ logo **on all publicity** (including programmes, membership forms and concert flyers)
- All ensembles must be open and accessible to all students in their area, regardless of which school they attend. **The CMEH will not fund school or college specific ensembles or ensembles which are run at a time when students from other schools would not be able to attend.**
- The Spring Term payment of your grant will only be paid upon receipt of evaluation describing progress made by the ensemble against the aims set out in the original application, together with evidence. This can be in form of photos, videos, audio (please ensure appropriate consents are in place), written reports with statistics, feedback from ensemble members, quotes etc.
- The CMEH will continue to offer a subsidy for ensemble membership as part of its Inclusion Strategy. All ensembles which receive CMEH funding are expected to participate in this scheme and will receive payment upon submission of the required documentation for the students who are eligible.
- Instruments, music stands and sheet music previously bought by Music Cornwall/Cornwall Council Music Service remain the property of Cornwall Council and are managed by the CMEH. Please ensure that you itemise what equipment (existing or new) you wish to use or continue to use on your application form and a hire agreement will be issued (the hire of CMEH equipment for the ensemble will be free but a charge will be made to cover transportation costs). Please provide reasonable notice to the CMEH Instrument Manager to arrange hire as otherwise equipment may not be available. Ensemble leaders will be liable for the loss or damage of any CMEH equipment being used.
- CMEH managed equipment **must not** be moved from the agreed rehearsal venue without the prior agreement of the CMEH Manager.
- Ensemble leaders are responsible for booking and paying for their own rehearsal and performance venues (except for ensembles rehearsing at Truro High School). Please specify rehearsal dates on your application form.
- Ensemble deliverers must guarantee:
 - Safe leader/student ratios are maintained for all rehearsals and visits (as set out in the CMEH Safeguarding policy)
 - Any volunteers/adults/chaperones supporting an ensemble rehearsal or visit hold a current and valid enhanced DBS certificate (ideally registered with the Update service). This should be set out in the organisation’s Child
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- Protection/ Safeguarding statement, a copy of which should be submitted with the application.
- Any volunteer/music leaders have undertaken Basic Safeguarding Training (formerly know as Level 2 Safeguarding)
- That they have current Public Liability insurance (a copy of the certificate should be included with the application)
- Access to a First Aider and First Aid kit is available during rehearsals and visits.
- To complete risk assessment and Education Visit forms for performances and trips
- To take a register at each rehearsal and ensure ensemble members are supervised at all times during rehearsals and until collection by parents.
- To acknowledge funding from CMEH by including 'Supported by the Cornwall Music Education Hub' logo on all publicity including membership forms and concert posters.
- To inform CMEH Manager of forthcoming concerts by the ensemble.
- To ensure that the information about the ensemble on the CMEH website is up to date by informing the CMEH office of rehearsal and performance dates each term. Grants will only be paid if up to date information has been provided.
- To provide details of participants annually to the CMEH Manager for the Arts Council Data Return upon request.
- Ensemble Deliverers should maintain an Emergency Contact list for their members.