

## **MDMEF GRANT GUIDELINES**

### **MDMEF Grant Program**

The mission of the Mount Diablo Music Education Foundation is ensuring all students in the Mt. Diablo Unified School District have equal access to a quality music education. MDMEF has adopted this grant program to support initiatives that contribute to MDMEF's charitable mission.

### **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).
- MDMEF must be provided with evidence of the applicant's tax-exempt 501(c)(3) status.
- Grant requests must articulate specific music program needs – for existing and/or planned programs and may include specific 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 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
- Programs that can demonstrate support from their community, such as through matching funds from their local parent-teacher organization.

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 general 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 phone to 925-285-8407, or by e-mail to [Joan@mdmef.org](mailto:Joan@mdmef.org).

Applicants must submit a completed grant application using MDMEF's grant application form, available at [www.mdmef.org](http://www.mdmef.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.