

The Dosoco Foundation Grant Application Guidance Notes and Additional information

We want to make your application to The Dosoco Foundation (Dosoco) as straightforward as possible, so please use this extra information and guidance notes to support you when completing your application form.

General Guidance

Dosoco is looking to fund a contribution towards projects for the following kind of activities:

- Music therapy
- Music-making and music access
- Encouraging music education
- Fostering innovation in sound and music – creativity is encouraged!

Dosoco is **unable** to fund the following:

- Training and/or equipment for music therapists
- Continuation funding for existing projects
- The total cost of a project – our contribution is up to a maximum of 50%
- School productions or school one off events
- Concerts/events
- Applications from profit making businesses
- Applications from large organisations that have their own fundraising departments
- Applications from organisations that have already received a grant from Dosoco in the last year.

Value of grants awarded:

- Grants to individuals are usually no more than £300
- Grants to organisations are usually between £500 and £1000
- Our funding will be a maximum 50% contribution to your project rather than cover the full cost. We need you to be able to show how you plan to fund the rest of your project costs.

Are you eligible?

Dosoco will consider your grant application if it fulfils certain criteria. Projects should:

- Be based in Cambridgeshire
- Fit with Dosoco's vision and activity (below)
- Be a project you are developing for the first time

- Have a clear project description
- Clearly detail the difference the grant will make
- Demonstrate how all the costs of the project will be met
- Demonstrate that you have secured or are in the process of securing other funding to meet at least half the cost of your project
- Demonstrate how the benefits of Dosoco funding will last beyond the life of the project

More about Dosoco

Dosoco's vision is to unlock the world through sound & music. Our aim is to promote health, wellbeing and social inclusion through the skilled use of music with individuals, groups and communities. We provide grants to i) facilitate music therapy; ii) enable music making and access; iii) encourage music education and iv) foster innovation in sound and music.

Examples of projects we might support:

Music therapy: Examples are wide ranging: from families seeking to benefit from music therapy expertise with children or family members with learning or physical disabilities, and struggling to pay the full cost, to organisations such as care or nursing homes looking to provide specialist care for particular individuals or groups through the skilled use of music therapy. (feels like it doesn't make complete sense otherwise..)

Music access: An example might be someone setting up a musical group in a village where none exists, or creating an innovative solution to people accessing or taking part in music events limited through disabilities or accessibility.

Music education: We believe it's never too late to learn to play or enjoy music. Projects in this area might include enabling classes for adult learners, or providing music education to children that struggle to attend conventional music lessons.

Innovation in sound and music: Grants could support both hi tech and lo tech innovation, for example technology development for real-time internet-enabled group rehearsals or ways of using sound to help visually impaired people play sport.

Please note that the above are only examples. We are incredibly open to creative suggestions of imaginative projects. We want ideas that use sound and music for social good, and look forward to hearing yours. Please note also that we are open to receiving applications from anyone – whether young, old, or somewhere in the middle!

APPLICATION FORM GUIDANCE

A. Your contact details

This section is about the person applying for funding – **not** necessarily the recipient of the funding. Please give the name and contact details, including an email address and daytime telephone number, if possible. The Dosoco team will use these details as the main point of contact regarding the grant application. These details need not be the details of the beneficiary(ies) of the funding.

B. About the grant

This section is about the person or organisation that will benefit from the project or activity. We want to know what is needed and how Dosoco funding could help.

Tell us who the funding is intended for. This could be an individual, a community or voluntary group or organisation. If the name or address details of the grant recipient differ from the main contact details given above, please provide those details here.

Please describe as clearly as possible the activity or project that you need funding for. Try to explain, in as much detail as possible

- what the grant will be used for
- why you feel the activity or project is required
- what you hope it will achieve
- the difference the grant will make

We would also like to know who will deliver the activity. This might be a specific music therapist, another organisation or group. Please provide contact details if you can.

C. What's the timescale?

This section asks you to provide a likely start date and duration of the activity. If you are not sure of dates, please give your preferred dates.

D. Tell us about the costs involved

This is where we would like to see both how much the overall project will cost, and how much funding you are applying for from Dosoco specifically, both in pounds sterling. Please give the details about how the Dosoco grant will be spent on your project/activity and if there is not enough room on the form, please outline your costs on a separate sheet. The breakdown could include costs such as salary, equipment, events or workshops, as well as any miscellaneous or additional costs (printing costs, travel, etc.)

Please provide us with the sum of all the expenses in the **TOTAL** box.

Other funding: We realise our funds are quite small and Dosoco will not be able to cover the costs of your entire project or activity. We are able to fund up to a **maximum of 50% of project costs** (in line with our total amounts per project information detailed under

general guidance) and are very happy to co-fund or contribute towards larger projects or activities.

We need to know how you aim to cover the other project costs that cannot be funded through Dosoco. If you know or have a plan of how these costs will be met please state the source of funding. Please let us know if you have secured other funding (or are in the process of securing other funding) or will be contributing money towards the project yourself. If you have applied to other foundations, charities or trusts for help with costs, please let us know about it here. This will not affect how we view your application as we are happy to work in partnership with others.

In this section we would also like to know whether you are applying for funding as an organisation or as an individual. Organisation could cover voluntary groups, other charitable foundations or community groups etc. If you are applying on behalf of an organisation, we would like to know how you are funded. Please give details of the funding your organisation currently receives.

If you are applying as an individual or for another individual, e.g. a child or relative, we need to know if you or they are receiving any benefits.

We will need you to keep receipts for any spending you make that is paid for by the grant. You will need to send copies of receipts as agreed with your Dosoco contact person. Further details will be provided on this should your application be successful. We aim to keep information requirements simple and quick to provide.

E. Beyond the grant

Dosoco would like our funding to improve the lives of those we support. In this section we are interested in knowing about the long-term effects of our funding.

- We're looking for examples of how you hope to continue the project or develop further activities. Please outline what you think the long-term effects of the funding could be for the beneficiary(ies).
- If there is anything you would like to share with us that you think would support your grant application, please tell us in the free space provided in this section. It is not a requirement to complete this; it is entirely optional. You can use this space to add more information about any aspect of your application that you wish. Continue on a separate sheet if necessary.
- Dosoco would love to share good news stories with our supporters about the work we fund – this might mean publishing news stories on our website, leaflets, newsletters to supporters, articles in publications and relaying the good news at speaking engagements. This will help us raise our profile and hopefully result in generating additional money for us to spend. We will protect confidentiality and will request your permission before using any specific project information. If you are not happy for your project or activity to be promoted please tick the box here and

provide a description of your reasons. For reasons of transparency, please note we will publish names of all successful applicants on our website.

F. Signature and declaration

Don't forget to sign and date your application! These should be submitted electronically so we realise it may not be possible to have original signatures. We are required to ask for your consent to use the personal data provided in the process and reviewing of your application. Please tick the box to confirm or if you are unable to provide consent please give an explanation.

Submission

Please submit the main application form and any supporting documents by email to:

Alex Elbro grants@thedosocofoundation.org

Contact

Please do not hesitate to contact us if you have any queries. If you would prefer to talk on the telephone, please email and we will arrange a call back.

Name | Alex Elbro **Email** | grants@thedosocofoundation.org