

**UMUKSF Individual Award - age 16 & over**

This form is for individuals aged 16 & over to apply for funding towards the cost of musical instruments/equipment.

Before completing an application, please ensure you have read the 'UMUKSF Individual Awards' page of our website.



**Please complete the following:**

I confirm I have read the eligibility statement and instructions on the 'UMUKSF Individual Awards' page on the Universal Music UK Sound Foundation (UMUKSF) website (available [here](#))

**Applicant Details**

Title \_\_\_\_\_ First Name \_\_\_\_\_

Surname \_\_\_\_\_ Age \_\_\_\_\_

D.O.B \_\_\_\_\_ School Level \_\_\_\_\_

Email \_\_\_\_\_

Telephone Number \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Postcode \_\_\_\_\_

**Parent/Guardian Details**

Name \_\_\_\_\_ Telephone Number \_\_\_\_\_

Email \_\_\_\_\_ Occupation \_\_\_\_\_

We welcome all eligible applicants but for statistical monitoring purposes, it would be helpful if you could let us know within which ethnic group you consider you fall. You do not have to provide this information and your answer will not affect how we treat your application: \_\_\_\_\_ Prefer not to say

**1. How did you hear about UMIKSF?** \_\_\_\_\_

**2. Have you or a family member previously applied to UMIKSF? YES NO** please answer 'yes' if you received funding from EMI Music Sound Foundation)

Who? \_\_\_\_\_ Date \_\_\_\_\_ Total Awarded \_\_\_\_\_

Item purchased \_\_\_\_\_

Is the item still in use? (please give details)

**3. What item(s) are you applying for funding towards?** If there is more than one, please list them in order of priority.

**4. What instrument/equipment do you currently use? \_\_\_\_\_**

Is this item on loan to you? Yes      No      If you own your item, will you be selling it to raise funds? Yes      No

What size is your current item? \_\_\_\_\_ N/A      What is the value of your current item? \_\_\_\_\_

**5. What is your gross annual Household income including any benefits?**

If you are a student who does NOT receive parental support, please base your answer on your own student income. If you DO receive parental support, please base your answer on the total household income.

£20,000 & under                      £20,000-£35,000                      £35,000-£50,000                      £50,000 & over

Please tick if you're in receipt of free schools meals

**6. Details of the purchase**

**a) What is the total cost of the item you wish to purchase £ \_\_\_\_\_**

**b) How much have you raised so far to contribute to the purchase? £ \_\_\_\_\_**

**c) What is the total amount you are applying to the Foundation for? £ \_\_\_\_\_**

**7. Provide a suppliers quote.** Please verify the funds you are applying for by providing a suppliers quote for the items you wish to buy. This may be a screen shot from a website or a written quote from a supplier and must clearly show the item(s) and the cost, we will not accept just a website link.

Your quote must be attached to your email when you submit your application.

Due to the number of applications we receive we are not in a position to inform you of missing information and therefore if we do not receive a suppliers quote your application will automatically be deemed invalid and will not be considered by the trustees.

**8. Please list other organisations you have applied to for funding towards your purchase.** UМУKSF receives a large number of applications and so regrettably cannot often meet requests in full, we therefore strongly advise you apply to other charities for support and have provided an extensive list on the 'resources' page of our website.

**9. Please explain fully (a) why you are in need of our financial assistance and any relevant family circumstances that you would like the Trustees to know of (b) what you intend to use the funds for, (c) if you would consider purchasing a second-hand item and (d) how these funds will make a difference to you.**

(Please limit your answer to the space provided and do not add additional sheets)



### 10. Reference

As outlined in the instructions, your current music teacher (not related to you) must complete the reference form which is available to download from the UМУKSF Individual Awards page on our website, and submit it to us by the deadline. It is your responsibility to ensure your referee emails us your reference by the deadline; if it is not received your application will not be considered. We will only accept references emailed directly from your music teacher to [umuksoundfoundation@umusic.com](mailto:umuksoundfoundation@umusic.com).

**Please confirm the following details of your referee:**

Referee full Name \_\_\_\_\_ Referee email address \_\_\_\_\_

Referee telephone number \_\_\_\_\_ How long have they been your teacher? \_\_\_\_\_

### 11. Evidence of Education

Please provide a signed and dated letter from your school/college/university which confirms the following:

- Your full name
- The course you are studying
- The start and end dates of your course

**Declaration: By submitting this form I confirm that, to the best of my knowledge, all information given as part of this application is correct.** I have read the UМУKSF privacy notice available on the [UМУKSF website](#) (summary on Page 5 of this form), and I consent to UМУKSF using any special category personal data provided as part of this application or by any third party in support of this application for the purposes described in the privacy notice. If anybody else's personal data is included in this application I confirm that I have shown the application to them and they have consented to Universal Music UK Sound Foundation using their personal data for the purposes described in the privacy notice.

Universal Music UK Sound Foundation would like to keep in touch about its work as described in the privacy notice summary overleaf. How would you like us to keep in touch about this?

Yes to email

Yes to text

No to Post

We will not use email or text unless you have selected the relevant box above.

### Checklist

Once you have completed everything on the following list, you are ready to submit your application. Due to the number of applications we received we will not be able to inform you if your application is incomplete, it will automatically be deemed invalid and will not be reviewed by the trustees.

1. Q.1 – Q.9 have all been completed in full.
2. You have read the declaration on page 4 of the application.
3. You have a supplier's quote ready to submit with your application to verify the funds you are applying for.
4. You have shared the blank reference form with your current music teacher and they have confirmed they will complete and submit it directly to [umuksoundfoundation@umusic.com](mailto:umuksoundfoundation@umusic.com) by the 9 September deadline.
5. You have a letter from your school/college confirming you are in education ready to submit with your application.

**Privacy Notice Summary for Universal Music UK Sound Foundation**

To understand how Universal Music UK Sound Foundation will use the data provided with this application please read the UМУKSF privacy notice.

The privacy notice explains what personal data is, how UМУKSF collects and processes your personal data, and summarises your rights relating to your personal data.

UМУKSF will use the personal data in this application and any data submitted by the applicant or any third party in support of this application to:

- consider the application, and administer the grant if the application is successful;
- keep a record of the application;
- to seek feedback about the grant process and its impact on you;
- analyse the reach and effectiveness of UМУKSF’s grant-making activities, including to understand which demograph groups are underrepresented among our beneficiaries; and
- for the other purposes explained in the privacy notice.

UМУKSF may also use the personal data in this application to send you promotional material about our charitable activities, or invite you to events we organise to promote our work. You can ask us to stop sending you promotional messages at any time by following the opt-out instructions on any marketing messages sent to you or by contacting us at any time.

You can access the privacy notice at [www.umuksoundfoundation.com](http://www.umuksoundfoundation.com) or by contacting UМУKSF by email at [umuksoundfoundation@umusic.com](mailto:umuksoundfoundation@umusic.com), by post at Universal Music UK Sound Foundation, 4 Pancras Square, Kings Cross, London, N1C 4AG or by telephone at 0203 932 6101.