



Application for Funding by the British Association of Symphonic Bands and Wind Ensembles for Educational Events

As detailed in BASBWE's constitution, the Association has the following principal aim:

'The object of BASBWE shall be to advance the status of Symphonic Bands and Wind Ensembles, and their repertoire, in the United Kingdom, and the education of the general public in that regard.'

The following list details the activities undertaken by BASBWE to fulfil the above-mentioned objective:

- The publication of *Winds*, a quarterly journal keeping the Association's membership in touch with all the latest developments in the wind band world
- The commissioning of new repertoire for Symphonic Bands and Wind Ensembles
- The organising of conducting workshops, clinics and courses for ensemble leaders
- The organising of the International Wind Band Festival, regional and national conferences

BASBWE also wishes to encourage its own members to be active in promoting Symphonic Bands and Wind Ensembles. This can be done through organising events or courses etc of their own. Anyone wishing to apply for funding assistance for a planned future event/course can do so using the following form.

Aside from financial input, benefits of BASBWE funding include the opportunity to make full use of the publicity coverage offered by *Winds* and the BASBWE website, which can be found at www.basbwe.org.

Applicants should know that:

- Applications cannot be made retrospectively, and must be submitted at least 2 months prior to the commencement of the event
- Once the Panel has made the decision, 80% of the award will be paid, with the remaining 20% paid on receipt of an event evaluation (further details below)

Successful applicants will also be required to:

- Ensure that all reasonable efforts will be made to promote BASBWE in the publicity leading up to and following the event, and at the event itself. This could be done through the following:
 - a. Setting up the recruitment/trade stand (provided by BASBWE)
 - b. Offering delegates at the event complimentary copies of the magazine and membership leaflets (provided by BASBWE)

- c. Through announcements made to the event's delegates
- d. Including acknowledgment that the event is supported by BASBWE in all publicity material (hard copy and web)
- **EITHER** Submit a review of the event to the *Winds* Editor for publication in the magazine, with the article written as per his/her guidelines **OR** allow an independent reviewer to be admitted to cover the event on behalf of *Winds*
- Submit an evaluation of the event on completion, detailing the following:
 - a. How many delegates attended
 - b. The financial outcome (any profit/loss made from the event)
 - c. Whether or not a similar event may be planned for the future
 - d. Any feedback from advertising of BASBWE
 - e. Other general comments

If you wish to apply for funding from BASBWE, then please provide us with the following information and forward the completed form to secretary@basbwe.org for processing and consideration by the committee.

1. Event name
2. Date(s) of event
3. Venue
4. In what way does your event satisfy BASBWE's principal aim as given above?
5. What activities will take place at the event?
6. Have you organised an event like this before? If so:
 - a. How many delegates attended?
 - b. Did you consider it a success?
 - c. Are you changing anything in the format or structure this time?
7. What is the expected number of delegates?
8. How many delegates would you consider to be a successful outcome?
9. What is your financial break even number of delegates?
10. Will there be a concession available for BASBWE members?
11. Have you got or are you seeking other sponsorship (commercial or otherwise), and will that compromise the BASBWE sponsorship? (Evidence of committed sponsorship from other awarding bodies who do not compromise BASBWE sponsorship will be advantageous.)
12. Please supply a breakdown of your expected income and expenditure for the event.
13. Please describe the probable consequences of this application becoming unsuccessful.

14. Please state how much you are applying for, and what percentage of the entire project costs this represents.

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Declaration

If my application is successful, I will use any money received in accordance with the wishes of BASBWE and its aims.

I understand that the decision made by the BASBWE Executive Committee is final and not negotiable.

I will make all reasonable efforts to promote the British Association of Symphonic Bands and Wind Ensembles at the event as requested above.

I would like BASBWE to advertise this event on the web and in *Winds* using the contact and event details given.

I have read and agree to comply with the requirements as detailed above.

Name:

BASBWE Membership Number:

Date:

Contact email:

Contact telephone: