**Barbershop Harmony Society (BHS)**

***Vision Grant***

**Program Summary and Application**

**Program Summary**

Vision Grants, which range from $500 to over $20,000, are designed to support external outreach projects of a chapter/district/other nonprofit organization such as: promoting singing among all ages; enhancing choral music programs; and expanding singing to include underserved areas or populations within your community. All proposed VG projects must focus on the art of barbershop music/arrangements and *a cappella* singing. However, applicant organizations are not required to focus exclusively on barbershop music.

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Applicants for a Vision Grant must first undergo a competitive application and review process to maximize the likelihood that grantees will achieve stated outcomes. All sections and subsections of the application must be fully completed. Incomplete or missing information, where required, will result in lower scores from reviewers. Key components of this process include, but are not limited to, the following:

* A detailed application;
* Intensive review and scoring by qualified reviewers;
* Meaningful reporting of key outcomes;
* Proof of organizational commitment via matching funds. The project budget ***must***include at least 20% in matching funds. Vision Grant awards may not exceed 80% of total project expenses.
* A commitment to future mentorship of other chapters/nonprofits.

This comprehensive process will help ensure the creation of realistic goals and objectives, better planning for activities, and enhanced sharing of success stories and lessons learned to promote the replication of best-practices across the BHS and beyond.

After undergoing a competitive BHS selection process, most applicants will be well-positioned to utilize the information gathered when competing for other local or regional grant opportunities. Funders may include foundations, trusts, corporate giving programs, corporate sponsorship programs and/or philanthropists whose funding priorities, target populations and service areas correspond to those of the applicant.

Instructions for submitting a Vision Grant proposal may be accessed online at: www.barbershop.org/grants

**Vision Grant Application**

**Contact Information**

**Primary Contact Information**

* + *The Primary Contact or Principal Investigator (PI) is responsible for both (1) providing all 2016 VG information for application/ reporting purposes, and (2) managing the grant, if awarded.*
  + Name
  + Title
  + Organization’s Mailing Address
  + Phone
  + Email

**Alternate Contact Information**

* + Name
  + Title
  + Phone
* Email

**Executive Summary (5 points)**

*Scoring: 0=omitted; 1=very poor; 2=poor; 3=fair; 4=good; 5=very good*

* Title of Project
* Project Description. *In 200 words or less, provide a brief summary of your project. Describe the problem (need agency is addressing), who (# of participants), what (key activities), where (location it will operate), when (for how long), how (how it will operate), and who will staff it.*

***Maximum 200 words***

* Start Date
* End Date
* Please enter the city and state (City, ST) where the project will take place.
* Is this a new BHS project, or a project you have conducted in previous years?
  + If an existing project, when was it originated?
  + If you have received a grant in prior years for this project, please list the years you received money from the BHS and/or other funders.
  + Anticipated Number of Participants
  + Number of participants within your chapter
    - Youth
    - Adults
  + Number of participants outside your chapter
    - Youth
    - Adults
* Are you partnering with any other organizations or institutions? yes/no?

If yes, list all partners and their roles in the proposed project?

***Maximum 200 words***

* Total Grant Amount Requested

**Organizational Information**

* Provide a very brief description of the mission, history and current focus of your organization, including any relevant web links.

***Maximum 200 words***

* Describe previous external outreach efforts, including both successes and failures. What have you learned from these efforts that will inform this project?

***Maximum 200 words***

* How does your organization currently connect with and serve your defined community or communities?

***Maximum 200 words***

* Why is your organization qualified to successfully complete the proposed

project? Does it have any special expertise or competencies?

***Maximum 200 words***

**Statement of Need**

* How do you define the community (or communities) your organization serves, including key needs, problems and opportunities?

***Maximum 200 words***

* What is the current situation and the key issue(s) or problem(s) you are trying to solve with the proposed project described in this application?

***Maximum 400 words***

* What is the project rationale or importance? Why is it significant?

***Maximum 200 words***

* How have you engaged your community or communities in the development of this proposal?

***Maximum 200 words***

* How will this project allow you to more strongly connect with and serve the needs of your community or communities?

**Project Description**

***Methods***

Please provide a detailed description of the following:

* TARGET POPULATION. *Who is the target population for the project?*

***Maximum 200 words***

* GOALS AND OBJECTIVES. *What are the project’s overarching goals and measurable objectives? All objectives should be measurable.*

***Maximum 400 words***

* DESIGN. *What are the specific activities to be undertaken for achieving each*

*stated objective?**Where will each activity take place? Who is responsible for*

*each activity?*

***Maximum 400 words***

* MARKETING AND PROMOTIONS. *What are your plans for marketing and*

*publicizing your event(s) and/or activities(s)?*

***Maximum 200 words***

***Project Timeline***

Using the file upload below, attach a timeline of the activities you will implement to meet each stated objective. Include start **and** finish dates for each activity. Also, include key milestones and decisions.

***Staffing***

Please provide a short biographical sketch of the Project Leader and each team member who is expected to play a significant role in the execution of your work, including relevant expertise. Specify roles and responsibilities as related to the proposed project. Include a position description for any contractual staff or consultants not yet hired, ***if applicable***.

***Maximum 400 words***

***Project Evaluation***

* What are the specific results and outcomes you expect from this project, in quantitative terms?

How, specifically, will you measure each of these outcomes?

***Maximum 400 words***

**Budget Information**

***Project Budget Worksheet and Line Item Project Budget***

***Project Budget Worksheet***

Organization’s Annual Budget Amount

Time Period Annual Budget Covers

Total Project Expenses

Total Project Revenue

***Line Item Project Budget***

**Your budget should include:**

* + ​Expenses: staff/administrative, supplies, sheet music, clinician fees, advertising, marketing, venues and other items that may not be listed here.
  + Revenue (For each item, please state whether it is Pending or Committed)
    - ​Other Grants (not including BHS): State and/or Local Government, Foundations (itemize), Corporations (itemize), Individuals, Other (please specify)
    - Earned Income: Concert/Show Tickets, Concert/Show Donations, Other (please specify)

​***NOTE:*** *A TEMPLATE is available at* [*www.barbershop.org/grants*](http://www.barbershop.org/grants) *. Please upload a more detailed project budget to support the numbers given above.*

*(maximum size 100MB)*

***Required Matching Funds***

BHS funding will not exceed 80% of the TOTAL project expenses. Please describe your plans and level of confidence for raising the required 20% in matching funds to support the proposed project. Include all pending *and* committed funding sources for the proposed project within the above line item project budget.

***Maximum 200 words***

**Project Sustainability**

* If BHS finding is received, is the project expected to continue or expand once the grant ends?

yes/no?

If yes, what are your long-range plans for self-funding this project in future years.

What is your long-term plan for keeping participants engaged with your organization once the project concludes?

***Maximum 200 words***