

**Music Therapy for Underserved Older Adults
Grant Application
June 2024**

The CMTF recognizes the immense challenges faced by older adults living in long-term care and community settings. With over 6.6 million older adults living in Canada as of 2019, a population that's expected to grow to 10.7 million by 2040, support for this population is needed now more than ever. As Canadians age, many experience cognitive decline due to illnesses such as Alzheimer's and dementia. Music therapy plays a unique role in supporting quality of life and cognitive wellness.

We are offering grants of up to \$6000 to MTAs who would like to offer free music therapy sessions for this population. Special consideration will be made for applications that address the needs of older adults from underserved groups including:

- those living in rural areas
- racialized communities
- newcomers to Canada
- members of the LGBTQIA2S+ community
- programs in long-term care facilities
- under-resourced/economically disadvantaged individuals

Eligibility

- 3 yrs professional experience working with older adults
- Certified MTA and member in good standing with CAMT
- Professional liability insurance

Application Process

The application must include:

- Application letter that confirms eligibility and details:
 - Service delivery plan, including:
 - objectives
 - target population (including demographic information if available/applicable)
 - recruitment plan (including anticipated number of participants)
 - service delivery model (specify online and/or in-person)
 - timeline based on potential disbursement for August 2024 (projects to be completed within one year)
 - Expected outcome of your project and anticipated impact on the wellbeing of older adults
 - Roles and responsibilities of the applicant and, if applicable, other collaborators in carrying out the proposed service delivery plan; and

- Applicant's capability and readiness to successfully carry out the proposed service delivery program.
- Itemized budget
- CV of applicant (and collaborators, if applicable)
- Reference letter discussing the applicant's professional work and their ability to carry out the proposed project (this reference should be from someone who has observed the applicant's professional work)
- Letter of support for the proposed project from any partner organizations, if applicable.
- Signed agreement to the regulations (see below)

Applications must be submitted in English.

Please submit your application in one PDF.

Applications close July 8, 2024 at 5pm EST.

Please email application materials to The Canadian Music Therapy Fund:

info@musictherapyfund.ca

Education and Public Relations Requirements

As a charity, we tell the story of music therapy across Canada and we depend on narratives and testimonials to relay the important music therapy work that is taking place.

The grant applicant agrees to provide testimonials in the form of videos, photographs, and/or stories from clients, families, therapists and other people involved in the project. Informed consent must be obtained for all testimonial materials. These materials are necessary to demonstrate the benefit of CMTF funded projects and allow the charity to continue to seek funding from donors, foundations and corporate sponsors. They will be used on the CMTF website, in printed brochures, newsletters and audio/visual presentations to potential supporters. Materials must be submitted within one (1) month following the end of the project — in the same package as the final report.

In addition, the CMTF requires that any creative materials or performances (e.g., audio/visual material, concerts) or public recognition (e.g., news coverage) involving a CMTF funded project give acknowledgment to the CMTF (e.g., in a performance program, in video credits, or mention during a news interview). This increases awareness of the charity and creates more donor interest. Successful applicants will be sent a media release form for use of photographs or video material as well as guidelines outlining the kind of material that is most helpful for the marketing and fundraising team.

Regulations for Grant Recipients

1. All money must be used for the purpose outlined in the proposed budget. Permission for timeline extensions or to make any other changes must be obtained by the administrators of this award. Except in circumstances where extensions have been approved, any unused funds must be returned at the end of the project.
2. One-time funding will be provided for a maximum of a one-year period. Disbursement amounts will be issued to the applicant via cheques. 50% of the funds will be disbursed at the beginning of the project and the remainder following a midterm report.
3. A final report must be submitted within one (1) month after the end of the project. This report will highlight the successes and difficulties of the project, detailing how funds were used (specifying the amount of any unused funds that will be returned to the CMTF), and noting whether or not the program will continue after the funding period. It will also include education and public relations materials. Please note that applicants who do not comply with reporting requirements will thereafter be ineligible for further funding and may be subject to an audit by the CMTF.
4. Funds may be used to pay fees for the music therapist, purchase instruments and equipment or other costs as outlined in the initial proposal and approved by the CMTF.
5. The CMTF Project Grant must be acknowledged in any public relations materials produced in regards to the project.
6. Should a funded project be terminated prior to the use of the funds, the monies will be returned to the CMTF.
7. At the end of the funding period, if the established music therapy program is not to be continued, the applicant must contact the CMTF in regards to appropriate disbursement of any instruments or equipment purchased through grant funds.

Review Process

1. Each application will be assessed by the CMTF Grant Review Panel. It will be considered from the standpoint of its clinical merit and budget within the framework of the aforementioned regulations. A scoring system will be applied to each project based on defined criteria, projects will be ranked, and funding will be recommended to projects achieving the highest ranks.
2. Applicants will be notified in writing of the outcome of their application within one (1) month following the submission deadline. Grant disbursement will commence at this time.
3. Reviewers may not be part of any decision process relating to an application in which they have a vested interest.

Agreement to Regulations

I, _____, have read and understand the Canadian Music Therapy Fund's Regulations for Grant Recipients. Should my proposal be successful, I agree to uphold these regulations to their fullest. I also understand and agree that the CMTF will be acknowledged as the funding

source if there is creative material (e.g., audio/visual projects, performances etc.) and/or public recognition (e.g., news coverage) during the duration of the CMTF funded project.

Signature

Date