PROPOSAL SUBMITTAL FORM

Agency Information

Agency Name: Central Kentucky Youth Orchestra Society, Inc.

Mailing Address: 161 N Mill Street, Lexington, KY 40507

Street Address: 161 N Mill Street, Lexington, KY 40507

Phone: (859) 254 - 0796

Is your Agency registered with the IRS as a 501(c)3 organization? ☑ Yes ☐ No

*Note: Agencies **must** be registered with the IRS as a 501(c)3 organization to be eligible for ESR Program funding.*

Does your agency have a current profile with Blue Grass Community Foundation's GoodGiving.net? ☑ Yes ☐ No

*Note: Agencies **must** have profiles with GoodGiving.net to be eligible for ESR funding.*

Website Address: www.ckyo.org

Agency Representative *(typically the Executive Director - Name, Title, Phone, Email)*:

Amelia Groetsch, Executive Director 859-254-0796 ckyo@ckyo.org

Person Completing Application *(Name, Title, Phone, Email):*

Amelia Groetsch, Executive Director 859-254-0796 ckyo@ckyo.org

Program Information

Name of program for which funds are being requested: **CKYO MusicWorks**

Total Funding Amount Requested: $ **46,200.00**

RFP #12-2019 PROPOSAL SUBMITTAL FORM

- **Save this PDF formatted Proposal Submittal Form to your hard drive before beginning to enter responses in it to ensure your responses are saved to the form.**
- **LIMIT RESPONSES IN TEXT BOXES TO 250 WORDS**
- **REMINDER: All proposals must be written in a clear and concise manner, as there will be no follow-up or clarifications to proposer's submittal form once the evaluation process begins.**

5.1 Program Proposal & Design

5.1.1 Needs Statement—Purpose of the Program Proposal / Problem Statement **15 Points**

Using local data, provide a description of the problem in Fayette County. Identify the specific population your program is targeting (i.e. age, geographical region, economic status, etc.) and explain why. Discuss whether this population is under-served or at-risk. Describe your understanding of the local system of services addressing this problem, obstacles and/or opportunities your clients face, and how your agency fits within this system of services.

MusicWorks, one of Central Kentucky Youth Orchestras' community programs, is changing the lives of Lexington children through free music education and community building.

CKYO MusicWorks is a daily orchestral and ensemble music program fostering creative development for Lexington's youth by providing equitable access to intensive, high-quality music education. The program runs for two and a half hours every school day.

CKYO MusicWorks' primary goals are to use music education to teach positive social values; and to encourage children in the under-served neighborhoods of Lexington's Northside and East End to recognize that they are valued members of their community. The program's focus is on students with the fewest resources, who have the greatest potential to benefit from participating. By nurturing interpersonal skills in an orchestral setting, MusicWorks seeks to inspire its students to grow not only in their musical endeavors, but also in their personal and academic accomplishments. The program achieves this by providing a safe space for learning and interacting, bolstered by consistent adult support. MusicWorks gives students a unique sense of community and they are able to perform as an ensemble in their local neighborhoods and beyond, instilling personal and community pride. While the Northside and East End offer after-school programming, there isn't another program that uses the context of working together in a musical ensemble to promote personal skill development and discipline required for learning an instrument. We believe that music promotes language and reasoning skills; teaches personal responsibility; fosters a creative environment; encourages problem solving; and keeps students engaged in school.

5.1.2 Service Delivery Model **15 Points**

What steps will you take or what activities will you provide to assist clients in achieving these goals? Describe each "unit of service" you will provide for clients and how often and how long this service will be provided (e.g. a one-time three-hour training; a weekly one-hour support group for 12 weeks; one 30-minute health exam twice a year; 1-3 hour advocacy services as needed; etc.) How will these services address the problem as identified in the Needs Statement above? Be specific.

Each MusicWorks student receives about 400 hours each school year of one-on-one and small group instruction. The program is offered Monday through Friday from 2:30pm-5:00pm when school is in session.

Although the majority of students' time at the program is spent in ensemble practice, faculty work with the students daily in a variety of other capacities, including sectional work and general music instruction (theory, aural skills, notation, etc.). Members of the advanced group are frequently asked to mentor younger students, giving them an opportunity to hone their interpersonal and music skills while teaching younger colleagues. In addition, older MusicWorks students have started a "tutoring club" for younger MusicWorks students. During snack time, these students read and work on homework together as needed. Frequent performances in the immediate area surrounding the program build a sense of community between residents, parents and the students and teachers of MusicWorks by creating opportunities to gather and celebrate the students' success.

The study of music has proven results in stimulating student success in all areas of their lives. A study from the journal "Neurological Research" reports that early music training dramatically enhances children's abstract reasoning skills, suggesting that music boosts higher brain functions required for mathematics, science and engineering. In addition, making music in this group format builds self-confidence and self-discipline, the ability to imagine what might be and to accept responsibility for it, and teamwork. These skills collectively make music students better contributors to society and to their communities.

5.1.3 Client Eligibility and Requirements **5 Points**

What eligibility requirements must clients meet to qualify for services? What are the expectations of clients while receiving services? (e.g. client must pay $30 fee for each class; client must remain sober; client is responsible for chores; nothing other than participation in services; etc.)

Enrollment is open to any student in 2nd grade or above who is able to get to the program; they are accepted on a first-come, first-served basis. Most students attend Arlington, Northern, William Wells Brown, and Dixie Elementary Schools, and we have several students from the Castlewood Neighborhood. No musical experience is necessary for admission and daily instruction is provided at no cost to participants.

To ensure that students progress at a similar pace, families are encouraged to commit to full student participation in the program, though exceptions are made for tutoring, academic team participation, and other scholastic endeavors occurring after school. Once the student is admitted, they consult with the teaching artists about instrument selection, choosing from violin, viola, cello, or bass. Instruments are provided free of charge to all MusicWorks students for the duration of their participation.

5.1.4 Evidence-Based/Best Practice **10 Points**

Describe the evidence-based or promising practice model on which this service approach is based. Provide particular sources that indicate what you are doing is best-practice.

CKYO MusicWorks' teaching philosophy is based on the fundamentals of Venezuela's revolutionary music education movement, El Sistema, which seeks to affect social change through the pursuit of musical excellence. While El Sistema does not imply a standard musical curriculum, a common theme of El Sistema-inspired programs is the strong emphasis on the large ensemble, drawing a comparison between the experiences of interacting in an orchestra to being a contributing member of a society. Within the orchestra model, MusicWorks students cultivate such important transferable life skills as personal responsibility, confidence, leadership, compassion, listening, self-reflection, discipline, and the ability to collaborate and work together toward a common goal.

MusicWorks is a member of El Sistema USA which is a network of over 100 El Sistema-inspired programs throughout the United States. This network provides connections to knowledge and innovation, advocacy, and leadership development for program directors, teaching artists, students, and volunteers of El Sistema-inspired programs. Members collaborate to share resources, values, aspirations, and best practices. MusicWorks is Lexington's example of this education and social justice phenomenon whose efficacy is recognized and proven around the world. https://elsistemausa.org/

Every two years MusicWorks has collaborated with Cincinnati's El Sistema-inspired program MYCincinnati to share in a day of rehearsal, performance, and community hosted either in Lexington at the Lyric Theatre or in Cincinnati at MYCincinnati's program space in the Price Hill Community Center. In addition, teaching artists of both MusicWorks and MYCincinnati visit the other program to learn and expand their understanding of the programs.

5.2 Program Measures & Evaluation

5.2.1 Service Efficacy & Desired Outcomes **10 Points**

What do you hope to help your clients achieve? What are some examples of goals you will set with clients? What is your service philosophy in terms of helping your clients achieve these goals? Describe how you define "successful" completion of services. (e.g. service is complete if: client remains for entire three-hour training; client continues services until judge orders otherwise; etc.) What percentage of clients meet that criteria for success?

CKYO MusicWorks hopes to instill in our students the core values of our program which include:

ENSEMBLE, COMMUNITY, & TEAMWORK At MusicWorks, the ensemble functions as a community, with all members working together to achieve a common goal. Additionally, the ensembles represent a source of community pride. Students become role models for each other and for the community.

CULTIVATION OF CREATIVE SPIRIT Children discover music as a means of personal expression, improving their sense of value and self-worth. In the words of El Sistema founder Dr. Jose Antonio Abreu, "Whoever creates beauty by playing an instrument and generating musical harmony begins to understand from within what essential harmony is-human harmony."

COMMITMENT & PERSEVERANCE Participants value commitment to a goal, and the hard work required to achieve it.

MUSICAL EXCELLENCE: MusicWorks participants receive music education of the highest possible quality. Students are held to a high standard of musical excellence and give frequent public performances.

This season there are 42 members of MusicWorks. 100% of participants from 2017-2018 (or 36) returned for 2018-2019. Eight of these students are founding members of the program who began as second graders in 2013 and of these eight, five have successfully auditioned into a CKYO performing orchestra. Our goal is to serve 50 students in the program next season by adding a new class of 2nd graders and retaining all 42 members from this season.

5.2.2 Client Empowerment & Community Impact **10 Points**

Describe what meaningful difference these services make in the lives of people served. What value is added to the community? Provide examples. (e.g. client demonstrates change in attitude; client has behavior change; etc.)

We are proud that four MusicWorks students auditioned and were accepted into CKYO's Preparatory String Orchestra for the 2018-2019 season. We also had one MusicWorks student successfully audition to advance from Preparatory String Orchestra to Repertory Orchestra for 2018-2019 season. In addition to increasing the diversity of CKYO's Orchestras, these five MusicWorks students have the valuable experience of rehearsing once a week in a large ensemble that includes their peers from around the city.

In the past few years, two MusicWorks students auditioned for the School for Creative and Performing Arts (SCAPA). Luther joined MusicWorks in 2016 and began private lessons in the spring of 2018. He was accepted to SCAPA in spring 2019 and will attend next year. Kiyah is one of our founding students, and she was first on SCAPA's waiting list in the 2018-2019 school year. We are thrilled that their interest was sparked to such a degree that they took the initiative to audition into such a competitive program.

In the spring of 2016, Transylvania University's community engagement class partnered with Arlington and William Wells Brown schools for the Superhero Project. The goal was to empower the young students to express themselves while giving participants of the community engagement class the opportunity to connect in a meaningful way. Several MusicWorks students participated in the collaboration, and we were thrilled to learn that each had chosen to represent themselves with a musical symbol. We love that our students so proudly and clearly identify as musicians and consider their musical abilities their "super power."

5.2.3 Data Assessment & Quality Improvement **10 Points**

While it doesn't have to be complicated, evaluation is more than saying "we provided this many 'units of service.'" How will you know if your services have been effective? How does this relate to the desired outcomes for your clients? How will the information gathered be used to improve your services in the future? Be specific (for example, data collection may be through focus groups, pre-and post-tests, client satisfaction surveys, etc.), and also **be specific regarding sampling size and frequency of evaluation.**

CKYO has identified four ways in which to evaluate MusicWorks' impact and effectiveness in the community and within our organization:

1. Parents complete a biannual survey to indicate how the program is affecting their child and to help staff determine program effectiveness.

2. Written and verbal reports from school staff and administrators assist MusicWorks staff with evaluating how the program effects students in other areas.

3. Student retention serves as a measure of success, particularly as founding members transition to middle school and eventually to high school.

4. The number of MusicWorks students who successfully audition into CKYO's Preparatory String Orchestra indicates musical achievement.

5.3 Capacity & Sustainability

5.3.1 Staff Qualifications & Experience **5 Points**

Provide information on the key/primary individuals that will be involved in the provision of services and demonstrate that they have the capacity to address the stated need. List each position by title and name of employee, if available. Describe the anticipated roles and responsibilities for each person as it relates to this project. Describe the experience, expertise, and capacity of each individual to address the proposed activities.

Anna Hess, Director of MusicWorks, is currently our only full-time staff member who specializes in education. She began her tenure with CKYO in the fall of 2013 as a teaching artist with MusicWorks in its inaugural year. In 2014, she took over as Director and has taken on the additional responsibilities of assisting in community outreach through service on various committees and organizations. Before joining MusicWorks, Ms. Hess was an orchestra director in Montgomery County, worked as an instructor for the University of Kentucky's String Project, and earned Bachelor's degrees in both Violin Performance and Music Education from the University of Kentucky. In addition, Anna is an alumna of CKYO. This fall, she was hired as the orchestra teacher at Arlington Elementary, where many of our elementary students in MusicWorks attend school.

Our two other Teaching Artists, Chase Miller and Eli Uttal-Veroff, are active musicians and administrators in Lexington. Chase is the Education Coordinator for the Lexington Philharmonic and programs all of their community outreach "Peanut Butter and Jelly" Concerts and Instrument Petting Zoos. He is also a clarinetist, maintains a private studio and performs with various ensembles in Lexington. Eli Uttal-Veroff is the managing director of the Lexington Chamber Orchestra and one of the founders of Origins Jazz Series. He also performs frequently in jazz and classical capacities as a double bassist.

The staff expertise in music education and administrative capacities ensures the program runs smoothly and addresses both the musical and social needs of the students.

5.3.2 Partnership & Resource Leverage **5 Points**

How do your programs and services support our community's comprehensive response to the identified priority area of Community Wellness & Safety? Does your organization have any formal agreements or informal working relationship with other local service programs?

What role does your governing board members, volunteers, and / or donors play in facilitating viable service delivery and program administration? Does your program have any major civic benefactors or corporate sponsors? Describe other secured funding sources and committed operational resources your organization has allocated for the proposed program.

With regard to serving participants, CKYO MusicWorks collaborates with Arlington Christian Church, Old Town Violins, and the Lyric Theatre. These partnerships provide program space below the average rental rate in our community; instruments and supplies at low or no cost to the organization; and opportunities for summer classes through the Lyric's summer camp.

In previous seasons, CKYO MusicWorks has been a recipient of a Partners for Youth Grassroots Grant award and students have frequently performed at their "Spotlight on Youth" event.

Our Board members and donors work to support the program by providing the financial resources needed to hire and retain excellent, dedicated staff members. MusicWorks engages volunteers from the local university system and from CKYO's ensembles for volunteer help at after-school sessions. These music education students and high school musicians serve as mentors both musically and socially for the students in MusicWorks. These volunteers not only assist with classroom management and basic musical and string teaching, but they also serve as role models and inspire and motivate students.

5.3.3 Outreach & Inclusion Strategy **15 Points**

Demonstrate how the program will ensure services are available and accessible by all potential participants, especially related to language barriers for persons with limited English proficiency; persons with physical or other disabilities; and persons impacted by poverty and economic distress.

Has your organization enacted any policies (or employs any standard operating procedures) to ensure equitable service opportunity and / or benefit program to a diverse cross-section of the greater community?

MusicWorks is provided at no cost to all participants. Students receive an instrument, all class materials, daily instruction by three professional musicians/educators, a weekly private lesson on their instrument, and a daily after-school snack.

MusicWorks has been a recognized community anchor in the Northside and East End neighborhoods, where we provide a stable, safe space for students of all ages (beginning in second grade through high school), abilities, and socioeconomic means to learn and grow as citizens through free music education and practice.

Music is said to be a universal language, and we experience that firsthand at MusicWorks. One of our founding students came to MusicWorks after school as usual, and he had a guest in tow. His cousin Erick had arrived from Mexico that morning speaking no English, and he timidly entered the rehearsal room. We handed him a violin, and Erick had his first lesson that afternoon. Although we spoke different languages, we were able to communicate through modeling with Akin translating when further explanation was needed. Erick started coming to MusicWorks daily, and with his cousin's help, he progressed quickly and became a valuable member of our orchestra. His English improved as he made friends, and he gained confidence as he advanced on his instrument. The following spring, Erick and Akin were accepted into CKYO's Preparatory String Orchestra. Erick made tremendous progress in the span of one year, and now he and Akin sit at the front of their middle school orchestra and are leaders in their school community.

6.0 Program Budget Summary Form Instructions

Proposal Submittal shall be considered incomplete and shall be rejected without completed Budget Summary Form. *(Including total amount of ESR grant request.)*

For organizations requesting funding for more than one program in this RFP, combine into a single Program Budget narrative for the proposal.

Please note that the Program Budget will be part of the grantee agreement with LFUCG and regular tracking and expenditure reporting will be required.

To ensure readability and uniformity, please use the Program Budget form included. Provide brief line-item detail as specified in each section below and verify all calculations.

This section provides a summary of the total proposed Program Budget for FY 2020. It requests the allocation of all projected funding amounts (City and non-City sources) for anticipated FY 2020 program expenditures.

Total Program Budget

Column A should reflect projected expenditures for the entire program (not just the proposed LFUCG ESR grant funding request portion). When the chart is completed this column should equal ESR Grant Funding Request plus other/non-ESR program funding. (A=B+C)

ESR Grant Funding Request

Column B is the grant amount being requested from this RFP to support this program's services to eligible Fayette County Participants.

Non-LFUCG Program Funding

Column C is the non-LFUCG ESR funding that is allocated to the Total Program Budget (A-B = C).

This form is for the budget for the PROGRAM applying for ESR funds, not the total agency budget.

For each category identify the amount requested and the amount to be leveraged through other programs or organizations (if applicable).

Staff Salaries – Identify the number of Full-time position salaries allocated to the program, and part-time positions allocated to the program, and the amounts of each allocated to Columns A, B, & C.

Consultant Services – In the "List Details" box, **briefly** describe any expenses associated with providing expanded supportive services or other services for which the organization intends to contract with another entity. Any of these expenses to be provided by the proposing organization should be included in other line items.

Space/Facilities – In the "List Details" box, **briefly** list the basis of the allocation of rental costs, utilities, janitorial costs, and any other facility costs for the Program. Identify any office or program space in an LFUCG owned building, and any other costs (rent, monthly utilities, etc.) reimbursed to LFUCG.

Scholarships/Stipends – In the "List Details" box, **briefly** list the type of scholarships or stipends, and include the number of people or organizations to receive funds.

Operating Expenses – In the "List Details" box, **briefly** list the costs associated with expenses, supplies, utilities, and any other expense associated directly with the operation of the project.

Other – In the "List Details" box, **briefly** list any other costs for the Program not covered above.

PROGRAM BUDGET SUMMARY

Agency Name **Central Kentucky Youth Orchestra Society, Inc.**

Program Name **CKYO MusicWorks**

FY 2020 (July 1, 2019-June 30, 2020) Total Program Budget

	# of Employees:	Column A Total Program Budget [= B+C]	Column B ESR Grant Funding Request	Column C Non-ESR Program Funding [A-B]
1. Staff Salaries for Program				
Full-Time (FTE)	1	40,000	**25,000**	15,000
Part-Time	2	20,000	**20,000**	0
Total Salaries		60,000	**45,000**	15,000
3. Consultant Services	$	0		
list details				
4. Space/Facilities	$	1,200	**1,200**	0
list details	$100/month for rent for MusicWorks space at Arlington Christian Church			
5. Operating Expenses	$	5,500		5,500
list details	This includes cost for a healthy, daily after-school snack, instrument purchase and repair, classroom supplies (copies), and MusicWorks tshirts for all participants.			
6. Scholarships / Stipends	$	3,640	**0**	3,640
list details - numbers & amounts	Students in MusicWorks are provided with tuition scholarships for participation in a CKYO orchestra. This accounts for 7 full year tuition scholarships for MusicWorks students. In 2018-2019, 5 MusicWorks students successfully auditioned into CKYO and we hope for these 5 students to continue and for two additional students to be accepted for 19-20			
7. Other	$	0		
list details				
8. TOTAL PROGRAM BUDGET	$	70,340	**46,200**	24,140

Cost per Program Participant: $ **1,406**

I understand that this document in its entirety is incorporated into my grant Agreement with the Lexington-Fayette Urban County Government.

Authorized Representative *(typed name)*: Amelia Groetsch

Title: Executive Director **Date**: 04/18/2019