

Junior Programme 2020-21

Application Guidelines

ABOUT FUTURE TALENT

Future Talent supports gifted young musicians from low-income backgrounds across the UK. We support musicians of all genres of music be it classical, folk, jazz, pop or rock, and on any instrument. We offer sustained support for all successful applicants, and provide valuable mentoring, career advice, a range of performance and development opportunities, as well as a financial bursary.

ABOUT THE JUNIOR PROGRAMME

Our Junior Programme supports musicians under age 13, who are at an earlier stage of their musical development and show potential to grow. The support includes a financial bursary, professional mentoring and performance opportunities, together with other Future Talent musicians.

By working in co-operation with a representative of each musician's support networks – usually a music teacher at their school, local Music Education Hub or Junior Conservatoire – we will review their development over 1-3 years with the hope that every Junior musician will graduate to our Young Musicians Development Programme.

CONTENTS

- 1 Application Information
- 2 Eligibility
- 3 Shortlisted Applicants & Nominees
- 4 Bursary Information
- 5 Notes for Successful Applicants
- 6 Notes for Unsuccessful Applicants
- 7 Data Protection Statement

After reading the Application Guidelines, if you have any queries about any aspect of the application process, please contact us at office@futuretalent.org.

1 | APPLICATION INFORMATION

Musicians can be considered for the Junior Programme in two ways:

1) Application

- Musicians' parents can apply directly via the **online Application Form** on our website.
- The Application Form includes a Financial Declaration and a Tutor Reference.

2) Nomination

- Music teachers and tutors can complete a **Nomination Form**, which has been distributed to Music Education Hubs, Schools and Junior Conservatoires across the UK, and is available to download from our website.
- The Nomination Form includes a detailed reference from the teacher/tutor, as well as questions about the musician's known financial circumstances.
- Shortlisted nominations are followed up with the musicians' families to provide a Financial Declaration and other details.

The deadline for all applications and nominations is **12 noon on 31 August 2020**.

Applications and Nominations received after the deadline may not be considered.

Supplementary documentation may be sent to support an application, via email or post (see above). Please do not include documentation other than supporting financial documents and the teacher/tutor reference. Documentation received after the deadline may not be considered.

The Awards Committee will shortlist based on the information solely provided in the Application/Nomination Form and Financial Declaration, and on the musical ability and potential of the applicant.

All applicants will be contacted following the shortlisting process, regardless of outcome.

All applicants' details will be treated as confidential and will not be shared without permission.

The decision of the Awards Committee is final.

2 | ELIGIBILITY

Junior Programme Awardees must be under 13 years of age on 1 September 2020. Musicians aged 13 or older can instead apply for our Young Musicians Development Programme.

All Future Talent awardees must be permanently resident in the UK.

All applications must ultimately include a Financial Declaration to be considered for an award. Awards will primarily be given to applicants whose gross family income is no more than £30,500 before tax. Benefits and savings are also considered. The Awards Committee may consider applications where the total household income is higher if there are exceptional family circumstances.

Previous recipients of a Future Talent Award may reapply if they still meet the criteria above.

3 | SHORTLISTED APPLICANTS AND NOMINEES

Shortlisted applicants and nominees will be required to provide a recording of them playing. Please note:

- Recordings may be audio or audio/visual
- Applicants may send up to 2 recordings, totalling a maximum of 4 minutes
- The recording be accompanied or unaccompanied
- Large ensemble recordings are not suitable
- A professional recording is not required
- If you can, please carefully consider the location and sound quality of your recording

Please send the recordings use a free file sharing site such as WeTransfer. YouTube and SoundCloud links are also accepted.

Once decisions have been made, all shortlisted applicants will be notified of the results.

4 | BURSARY INFORMATION

Junior Programme awardees receive a financial bursary of **£400**, which can contribute towards any expense **related to the awardee's primary instrument**, including:

- Music lessons (one-to-one or group classes)
- Instrument purchase/hire
- Instrument maintenance/repair
- Instrument accessories
- Sheet music
- Ensemble membership fees
- Junior Conservatoire fees
- Residential courses
- Exam fees

Future Talent will make payments directly to providers upon receipt of an invoice. Parent(s)/ Guardian(s) must approve all invoices before payment is made. It is the responsibility of the applicant and their family to ensure the correct invoices are sent to Future Talent for payment.

Financial bursaries **cannot** contribute towards:

- Travel and accommodation
- Any activity which has not yet taken place
- Any activity/purchase that took place before the award was given
- Any activity/purchase not related to the awardee's primary instrument
- Means-tested fees at music specialist schools

Awards cannot be used to reimburse musicians' parents for purchases barring exceptional circumstances.

Any award amount unclaimed by the end of the Award term will be forfeited and reallocated.

Future Talent reserves the right to withdraw support without notice.

5 | NOTES FOR SUCCESSFUL APPLICANTS

Funding will be made available upon receipt of a signed Terms and Conditions form sent to all successful applicants and provision of all necessary up-to-date financial records.

Future Talent will expect successful applicants to participate in a minimum number of events/performance opportunities as well as suitable publicity for the Charity on request.

Personal data of the applicant and their family will be kept on our database only in relation to applications and reporting, unless you ask us to remove it. The applicant's name will be kept on file indefinitely.

It is a requirement that awardees take part in a regular evaluation process. Written updates from the awardee or their parent/guardian(s) are to be provided twice a year. We welcome supplementary information with these updates – copies of exam certificates, press cuttings for concerts they have taken part in etc. Funds may be withheld if reports are not received. Further details on the monitoring and evaluation process will be provided.

6 | NOTES FOR UNSUCCESSFUL APPLICANTS

Personal data will be kept on file for a period of one year, after which it will be destroyed. Sensitive personal data and financial information included in an application will be destroyed as soon as the decision is made that the application has been unsuccessful. Applicants' names (first and last) will be kept on file indefinitely.

Unsuccessful applicants may reapply in future. Individuals who reapply should be aware that all information referring to a previous application will have been destroyed (with the exception of their name).

Future Talent will process your personal data (defined by the Data Protection Act 1998 outlined below) for the purposes of:

- Consideration of any application for funding from Future Talent, including investigation to establish that criteria for an award are met, whether it relates to the applicant or the person applying on their behalf
- Administering any funding awarded by Future Talent
- Reviewing the information collected in respect of any grant awarded by Future Talent to ensure that the eligibility criteria continues to be met over the term of the grant
- Administering the activities of Future Talent
- Achieving the charitable objectives of Future Talent
- Reviewing the progress of any child receiving the benefit of any grant
- Transferring your personal data to individuals connected with the grant award, where applicable
- Fundraising and marketing for the Charity

Future Talent will continue to process your personal data for the above purposes following a decision being made on awards and grants and beyond.

Future Talent requires sensitive personal data (as defined by the Data Protection Act 1998) to assess each application made. Future Talent shall process any sensitive personal data only in relation to consideration of any application for a grant from us, including investigation to establish that the criteria for an award are met, whether it relates to the Applicant or the person applying on their behalf. Future Talent will not sell your personal data to other organisations and transfer of your personal data will not occur except as outlined explicitly in this statement or permitted by the Data Protection Act 1998 or by other law. If you would prefer Future Talent to stop processing your personal data please write to the Chief Executive, Future Talent, 10 Brick Street, London W1J 7HQ.

Data Protection Act Definitions

Please find below definitions of some of the terms used in the Data Protection Statement for your information:

Processing

In the Data Protection Act 'processing' means obtaining, recording or holding the information or carrying out any operation or set of operations on the information or data, including:

- Organisation, adaptation, of the information or data;
- Retrieval, consultation or use of the information or data;
- Disclosure of the information or data by transmission, dissemination or otherwise making available, or;
- Alignment, combination, blocking, erasure or destruction of the information or data.

Personal Data

Personal data is:

- Any data from which the identity of a living individual can be determined, either by itself or with other data processed by the data controller;
- Any information such as name and address, email address, telephone number and general contact details, personal data includes images on film (eg. CCTV images), photographs and telephone voice recordings.
- The racial or ethnic origin of the data subject;
- The data subject's religious beliefs or other beliefs of a similar nature;
- The data subject's physical or mental health or condition;
- The data subject's sexual life;
- Financial data