



## Music Counts! Gendler Grants Program Form: Letter of Intent to Apply

Date:

Teacher's name, phone number, and email:

Principal's name and email:

School name and address:

School district:

*This Letter of Intent to Apply has two main goals: (1) to ensure that your school fits our focus on low-resourced schools with the demographics mentioned in the Program Announcement; and (2) to demonstrate that you have a clear vision of **lasting, significant improvements**, aligned with our **specific categories of fundable improvements**, that you can make at your school. What is the problem you want to solve? How will your proposed project address the problem in a lasting way? (Specific details of project implementation, budget, and timeline will be requested in the full proposal that you will be invited to submit after your Letter of Intent to Apply has been approved.) **REMEMBER:** Be concrete and specific; define terms that our reviewers may not be familiar with; edit your letter for grammatical correctness and clarity.*

- Amount to be requested: \_\_\_\_\_ Duration of award: \_\_\_\_\_ (1 – 3 years)
- Provide one paragraph outlining the demographic profile of the school (can be drawn from the OSPI Report Card, <https://washingtonstatereportcard.ospi.k12.wa.us>).
- Provide one paragraph describing the current music program—number and demographics of the students served, types of programs offered (band, chorus, etc.), teaching staff, source of support (booster club or other), and any special challenges.
- Provide one paragraph addressing the **specific category of fundable improvements** (from the list in the Program Announcement) and explain briefly how you intend to use this grant to improve the music program in your school.

**Total length: 3 pages, including the text of this one-page form (due 9/30/22). Email as an attachment to [CE&O@seattlewuc.com](mailto:CE&O@seattlewuc.com). Use the subject line “Gendler LOI” plus your last name.**

Those whose *Letters of Intent* are accepted will be informed by **October 31** and invited to submit a **full proposal** on or before **February 15, 2023**. Awardees will be informed by April 30, 2023, and the awards will be formally announced in mid-May 2023.