

Phoenix Grants for Musicians with Disabilities

Application Guidelines



In order for us to determine whether we can help you and, if so, the best way in which to do that, we ask you to complete an application form. We need to find out about your education or career, your finances and your reason for approaching us. These guidelines are designed to help you complete our application form. However, if you have any questions or need help, please telephone us and we will do our best to assist you.

Which sections do I need to fill in?

All applicants must complete the first four (4) sections of the form, which provide us with your personal details, information on your disability and what you are applying for help with, the contact details of a referee whom we may contact, and some brief financial details. Depending on your individual situation, we then ask you to complete the section labelled Student or Professional Musician.

1. Personal Details

Please complete these questions with the details of the person who is applying for help.

2. Details of your Disability

Please give us as much information as you can about your disability and how it affects your ability to participate in your musical activity. Giving as much detail as possible now will help us to process your application more quickly. You must provide supporting evidence such as a medical letter.

Please also use this section to explain what you would like assistance with, giving as much detail (including approximate costs involved) as possible. We do appreciate that some things are difficult to write down. However, we use the information that you give us to make a decision about whether we can help, so the more detail you can provide us with the better.

3. Reference

Please make sure that the person you give as a reference knows that you have done so and will be able to respond to our reference request quickly. Your referee must be either a school or college tutor, or a professional musician. Please do not enclose written references as we need to request these directly from your referee.

4. Financial

Please use this section to provide details of any benefits or allowances that you receive as a result of your disability. List benefits such as Disability Living Allowance or college hardship funding, giving amounts and frequencies. Please provide us with supporting documentation.

5. Education or Career Details

This section is divided for those who are studying music, and those who are professional musicians. Music students should complete section 5a (Student). Those who are working professionally should go directly to section 5b (Professional Musician).

5a. Student

All students must complete the first three questions in this section. Depending on your age, we then ask that you fill in sections specific to you. If you are in secondary education, you must complete the first section of 5a, labelled Secondary Education. If you are in further or higher education, you must complete the second section of 5a, labelled Further or Higher Education. Please note that you should complete either the first or the second section, not both.

If the applicant is under 18 years of age, they must ask their parent or guardian to complete the last section of 5a.

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5b. Professional Musician

Please give as much information as you can about your professional career in the music industry. Please also tell us about any jobs you may have done outside of music, and about any periods when you may have been unable to work. If you are able to submit a CV outlining your career and rough earnings, this would be helpful. Giving as much detail as possible now will help us to process your application more quickly.

6. Continuation Sheet

Please use this space to continue any of your answers or to add any additional details that you feel are relevant to your application. We would also appreciate knowing where you heard about the Fund, as this will help us to make sure that everyone who needs help knows about us.

What happens next?

Once you have completed the Application Form please send it back to us in the reply-paid envelope provided. We will inform you upon safe receipt of the form, and unless we have any queries or need more information from you, we will contact your referee straight away. As soon as we have heard back from your referee, we will contact you again and let you know the outcome of your application.

Finally, please do not forget to sign and date the form. If you are helping someone to fill out the form, then you must ask them to sign – you cannot sign unless you hold their Power of Attorney, or if the applicant is under 18 years of age and you are their parent or guardian.

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