

The New York City Chapter of the American Orff-Schulwerk Association

Instrumentarium Placement Project 2019-20 Grant Application

What is the Instrumentarium Placement Project?

This advocacy project, on behalf of our NYC Orff Chapter in partnership with Sonor and West Music, is designed to grant local music teachers in the NYC area access to a barred instrumentarium for use in their classroom, whereas many teachers of the Orff Schulwerk approach may not have enough administrative, community, or financial support to invest in their own set of instruments. Grant recipients will have full use of a balanced set of instruments in their setting for one school year (from September to June) in order to build awareness and support of the Schulwerk throughout their school community, hopefully resulting in schools investing in instruments for future use. At the conclusion of their year of hosting, the recipient will be expected to submit a photo and write a summary of their experience for promotional use. They will also be expected to thank (in writing) the NYC Orff chapter, Judy Pine at West Music, and Tim Henry at Sonor.

Eligibility for the Instrumentarium Placement Project:

- All applicants must be a current chapter member of NYCCAOSA and have been a chapter member for at least one year upon applying.
- Applicants must have the ability to store all instruments safely on shelves/cabinets/etc. in a locked room for the duration of the placement.
- Applicants must have a dedicated teaching space.
- Applicants must agree to store all shipping materials (instrument boxes) throughout the placement as instruments will need to be cleaned and packed in their original boxes upon ending of placement for return.
- Applicants must have completed (at minimum) Level One Training at an AOSA approved Teacher Educator course. (Does not have to be the NYC OCP.)
- Applicants must demonstrate administrative awareness and support of placement project application. (Signature required on application.)
- All applications must be received by midnight, **Friday, September 20, 2019.** Applicants will be notified of decisions by **Monday, September 30, 2019.** At that time, arrangements will be made to ship the instruments directly to the recipient.

Details about the Instrumentarium Placement Project:

- Instrumentarium will be provided by Sonor and West Music. All shipping costs, repair costs, and insurance during shipping will be covered by West Music.
- Normal wear and tear throughout the placement is expected. While West Music is providing the replacement and repair parts, the NYC Chapter will be expected (along with the recipient) to do the maintenance.

- Instruments will be shipped directly to the school listed on the application. Recipient will be expected to unpack instruments, taking care to save all shipping boxes throughout the duration of the placement.
- The instruments will need to be cleaned (directions from West) and repacked in their original boxes for return shipping upon the end of the placement.
- Instruments used in the placement program can be purchased by the recipient's school at the discounted rate (provided in the annual contract between NYCCAOSA and West and Sonor) at any time throughout the placement. The instruments can also be purchased by NYCCAOSA chapter members for the discounted price at the close of the program.
- The instruments provided will be from the Sonor Primary Line. Mallets will also be provided. Instruments include:
 - 4 Soprano Xylophones
 - 4 Alto Xylophones
 - 2 Bass Xylophones
 - 4 Soprano Glockenspiels
 - 4 Alto Glockenspiels
 - 2 Soprano Metallophones
 - 2 Alto Metallophones
 - 1 Bass Metallophone
 - CBB Bars C, D, and G

Recipient Requirements for Follow Up:

- By the end of the placement, submit a written summary to NYCCAOSA detailing your experience. Include at least one picture of you and the students (blurred faces are fine) with the instruments. The summary and photo will be featured on our website, in our email blast, and on social media (facebook.)
- A written thank you letter (and possibly thank you's from the students) should be sent to Tim Henry at Sonor and Judy Pine at West Music. Mailing addresses will be provided.
- If possible, an acknowledgement of the award from NYCCAOSA, West Music, and Sonor should appear in a concert program or school publication.
- Recipients are expected to serve on the NYCCAOSA board in some capacity upon completion of this grant for one year.

APPLICATION INSTRUCTIONS:

- Download and complete the following application.
- Save application as a pdf, and send as an **attachment** to nyccaosa@gmail.com.
- Subject Line should read **Instrumentarium Placement Project _Your last name.**
- Your application must be received by midnight **Friday, September 20, 2019** to be considered.

**Instrumentarium Placement Project
2019-2020 Application**

Name:

Email:

Phone:

School:

School Shipping Address:

City:

State:

Zip Code:

School Phone:

Principal/Head Administrator Name:

Principal/Head Administrator Email:

Grade levels you teach:

Number of Students you teach:

Number of Years at current school:

Number of Years as NYCCAOSA Member:

National Member: Y / N

Highest Level of OS Training completed:

Please read carefully and check each box below.

- I am a current member of the NYC Chapter and have been a member for at least one year at this time of submission.
- I have completed Level 1 Teacher Educator Training.
- I have a safe place to store the entire instrumentarium throughout the placement.
- I have a place to store the packing and shipping boxes throughout the placement.
- I have a dedicated teaching space for music.
- I agree to submit all follow-up materials if selected as a recipient.
- I agree to serve on the NYCCAOSA board for one year following the placement program if selected.

Please answer each question.

Briefly describe your music program and how you would use the instrumentarium in your teaching.

Please explain, to the best of your ability, your school music program's financial status, including any support you receive from your community or other sources.

What instruments (if any) do you currently have in your classroom?

Briefly describe your student population and how you engage with them using the Orff approach.

Please include anything here that you feel is important to your application that you would like us to consider.

For the Administrator:

- I am aware of the details of the Instrumentarium Placement Program that my music teacher is applying for. I understand and agree to the terms of storage and placement in a dedicated space.

Administrator Signature

Date