

Buying and looking after musical instruments



Easy read booklet

What this booklet is about



We are **Arts Council England**. We support creativity and culture in the UK.

We manage **Music Hubs**. These are groups of organisations that teach young people to play music.



Organisations have been invited to apply for a new **Music Hub Programme**, which starts in **September 2024**.

A **Hub Lead Organisation** or **HLO** for short manages each hub.



From **September 2024** there will be extra money for musical instruments.

This is called a **Capital Grant**.

This money will go to **HLOs** to pay for musical instruments for their **Music Hub**.



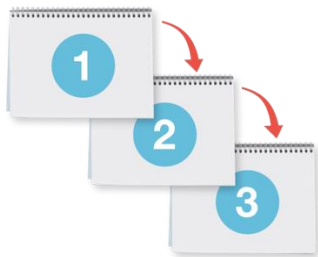
Your hub will find out more about this money **next year**.

How to apply for the Capital Grant



Anyone applying to become a new **HLO** will also be applying for the **Capital Grant**.

You will be asked a question about instruments in your application.



You don't need to tell us what instruments you will buy. But you will need to tell us how you will make plans to spend the money including

- how you will show you understand what people in your area need
- how the money will help young people with different needs or disabilities



You could think about



- What your **Music Hub** needs most
- If the instruments you want are right for your **Music Hub** activities
- What instruments will help young people with different needs or disabilities.

Music technology equipment and licenses



Getting the best value for the money you spend is important.

You could think about

- ✓ price
- ✓ design and how the instrument is made
- ✓ how many you need of each thing
- ✓ how long the equipment will last
- ✓ whether the place you buy it from is the best choice
- ✓ **guarantees** – this is a document that says something will be fixed if it gets broken.



You might have to pay less money if you buy a lot of the same instrument.

Make sure you keep any papers like insurance or receipts in a safe place.



We might ask to see papers like this so we know you have spent the money in the right way.

You will get more information about what you can spend the **Capital Grant** money on if you become a new HLO.

Taking care of instruments and equipment



It is important that instruments and equipment are kept safe and looked after properly.

You should

- record the details of all the instruments you buy
- only let people who are allowed to play these instruments borrow them



For example, children and young people might take instruments home.

You should also think about how you will mend instruments if they break.



The **Capital Grant** can't be used to pay to mend instruments or to pay for a place to keep them.