

Department for Education

MUSIC AND DANCE SCHEME (MDS): NATIONAL GRANTS FOR MUSIC AND DANCE

Name of Centre for Advanced Training:

Pupil Number: (CAT use only)

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Application for Grant and Declaration of Income – 2022/23 school year

Congratulations! Your child has been offered a place at a Centre for Advanced Training (CAT). The government provides grants to enable young musicians aged 8 to 19 and dancers aged 11 to 19 to access specialist training from a limited number of CATs.

The information you provide on this form will be used to determine whether or not your child is eligible for a grant.

It is important to note that, even if your child receives the maximum grant, it may not cover every activity that you would like your child to do at the CAT. For example, if your child is a multi-instrumentalist it is possible that the grant will not be enough to cover lessons on every instrument that they play.

Every CAT student will have an individual training plan (ITP) that is agreed by the students, parents, teachers and CATs. ITPs will make clear what programme of training each student will receive. If parents agree, students' ITPs may include additional activities that are charged additionally to parents.

Please complete the form in block letters using **black ink** referring to the appropriate paragraphs of the separate manual. If there is insufficient room on any page, please continue on a separate sheet. Keep the guidance in a safe place before returning the form to the CAT from which you received it.

The guidance covers a variety of circumstances but if you have difficulty answering any of the questions, **please consult the CAT from which you obtained this form.**

Part 1 – Information about the child		
a)	Full Name (including all middle names)	
b)	Gender (specify male or female)	
c)	Date of birth	
d)	Age at 1 September 2022	
e)	Home address (including full post code)	
f)	Nationality	
g)	Ethnic origin (optional and for monitoring purposes only)	
h)	Does the child have a disability? Please say YES or NO (By 'disability' we mean a physical or mental impairment which has a substantial and long-term adverse effect on their ability to carry out normal day-to-day activities).	
i)	Has the child been living outside the UK? (excluding short holidays abroad). Please say YES or NO and if YES, provide details	

Part 3 – Information about the child’s parents or guardians

Do the parents share the same household? A household is defined as whether they live at the same address and sharing cooking facilities and living room, sitting room or dining area.		Yes		No	
Are the parents applying for a Music and Dance Scheme aided place for another child other than the one on this application?		Yes		No	
		Father		Mother	
a)	Name				
b)	Marital status				
c)	Employment status				
d)	Profession/business/trade				
e)	Name and address of employer or business				
f)	If you are a Director or shareholder of the Company, please state proportion of each class of shares you hold (if any)				
g)	Are you in receipt of blind person’s tax allowance?	Yes	No	Yes	No

Part 4 – Parents’ Income

Please complete all relevant sections below showing income from all sources, **before** deduction of tax and NI contributions, for the 2021-22 financial year. Enter amounts in whole pounds only or write NIL. If you are on a Current Year Assessment, or wish to apply for one because your expected income for the 2022-23 financial year is likely to be significantly lower than it was in 2021-22, you should complete part 5 instead of this part.

If there is insufficient room on this page, please record total gross income on this page, and list different sources of income in Appendix 1.

		Father	Mother	Total - both parents
a)	All income from employment and/or self-employment			
b)	Benefits in kind, if not included in 4a)			
c)	Profit-related pay, if not included in 4a)			
d)	Pension and/or AVC contributions if not already included			
e)	Occupational pension			
f)	State pension			
gi)	Other taxable social security benefits			
gii)	Non-taxable social security benefits			
h)	Property income			
i)	Bank/building society interest			
j)	Other investment income			
k)	Child Support or maintenance allowance received			
l)	That part of redundancy payment that exceeds £30,000			
m)	Any other income not included above			
n)	Total income			

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Part 5 – Parents’ Income – Current Year Assessment

You should complete this Part only if the CAT has agreed that you may do so instead of completing Part 4. In that event, please provide an estimate of income from all sources, **before** deduction of tax and NI contributions, for the 2022-23 financial year. Enter amounts in whole pounds only or write NIL.

If there is insufficient room on this page, please record total gross income on this page, and list different sources of income in Appendix 2.

		Father	Mother	Total - both parents
a)	All income from employment and/or self-employment			
b)	Benefits in kind, if not included in 5a)			
c)	Profit-related pay, if not included in 5a)			
d)	Pension and/or AVC contributions if not already included			
e)	Occupational pension			
f)	State pension			
gi)	Other taxable social security benefits			
gii)	Non-taxable social security benefits			
h)	Property income			
i)	Bank/building society interest			
j)	Other investment income			
k)	Child Support or maintenance allowance received			
l)	That part of redundancy payment that exceeds £30,000			
m)	Any other income not included above			
n)	Total income			

Part 6 - Estimates of Income			
Are any of the figures given in Part 4 for earned income estimates? (please tick as appropriate)		Yes	No
If yes, please complete sections below (if necessary, continue in Appendix 2):			
		Father	Mother
a)	Which figures are estimates? Please refer to appropriate row(s) e.g. 4a) or 4 a-c).		
b)	For what period are the latest actual figures available?		
c)	Please supply actual figures for earned income.		
d)	Date when actual figures for 2020-2021 are likely to be available.		

Part 7 – Income of dependent children			
Please list all children who are wholly or mainly dependent on the parents, including the child for whom this application is made, and provide details of any unearned income in the 2021-22 financial year. Where no children have any unearned income, please say NIL. However, if Part 5 has been completed, then income should relate to the 2022-23 financial year.			
If there is insufficient room on this page, please continue on Appendix 1.			
Name	Date of birth	Source(s) of income, if any	Gross income £
Total unearned income of all children wholly or dependent on the parents, including any listed separately in Appendix 1			

Part 8 – Allowances in respect of dependent children and other relatives who normally live in the same household

Please list all the children (including the child for whom this application is made) and other relatives who are wholly or mainly dependent on the parents and who normally live in the same household as the parents and grant applicant.

Name	Date of birth	Relationship to parents named in Part 3

Part 9 - Maintenance payments made to dependants not living in the household

Please give details of any child support or maintenance paid in the 2021-22 financial year, in compliance with a court order, separation agreement or under arrangements made by the Child Support Agency, for any child or former spouse who does not live in the household. Do not include any payments made **voluntarily**.

	Father			Mother		
	Gross amount paid £	Tax recovered £	Net amount paid £	Gross amount paid £	Tax recovered £	Net amount paid £
Total						

Part 10 - Other dependant children in receipt of a Music and Dance Scheme Grant

Please give details in the table below of any of your other dependant children in receipt of a music and dance scheme grant.

Given Names (including all middles names)	Surname	Gender	Name of school or CAT attending in 2022/23.	Date of birth	Home post code	Unique Pupil Number (UPN). This is a 13-digit code available from school of pupil.	Unique Learner Number (ULN). This is a 10-digit number. For pupils aged 14 to 19 their school, college or learning provider can provide a pupil's ULN reference. Since March 2013, awarding organisations have started to print ULN references on exam certificates.	Unique Candidate Identifier (UCI). This is a 13- character code unique to a pupil. A pupil's school, college or learning provider should be able to provide a pupil's UCI.

PART 11: VERIFICATION

Please tick to indicate what evidence you are enclosing as evidence of the income, dependants and payments you are declaring in Parts 4, 7, 8 and 9. Where the appropriate documents are not available, please enter the date by which you will be able to produce them. Where no particular evidence is specified, please state what evidence you are, or will be, supplying and by when.

What?	What evidence?	Enclosed?	When available?
Income listed in Part 4 a) - d)	P60 for 2021-22		
	Pay advice for March 2022		
	Other verification of superannuation or pension contributions in 2021-22		
	Copy of self-assessment form for 2021-22		
	Business Accounts		
Income listed in Part 4 e)			
Income listed in Part 4 f) - g)			
Income listed in Part 4h)			
Income listed in Part 4 i) - j)			
Income listed in Part 4 k)			
Income listed in Part 4 l)			
Income listed in Part 4 m)			
Income of dependants listed in Part 7			
Dependants listed in Part 8			
Payments listed in Part 9			

Part 12 – Declaration

Both parents (where appropriate) must sign the following declaration. Failure to do so will delay or invalidate your application.

I/we declare that to the best of my/our knowledge and belief, all the particulars here submitted are true and contain a full statement of my/our income from all sources during the periods shown.

I/We understand that the provision of false information may lead to my/our child being disqualified from assistance under the national grants scheme.

Signature(s)	Date:
Father:	
Mother:	
Address for correspondence:	
Telephone number:	
Alternative telephone number(s):	
Email address:	

Part 13 – for CAT use only		
	What	£
a)	Total income of both parents from Part 4n) or Part 5n)	
b)	Total income (if any) of dependent children in Part 7	
c)	Total income 12a) +12b)	
d)	Deduct any income from non-taxable social security benefits in Part 4gii) or 5gii)	
e)	Deduct any income in Part 4m) or 5m) from any sources mentioned in para 69 of the maunal	
f)	Deduct £2,156 for each dependant (including the grant applicant) named in Part 8	
g)	Deduct any net payments listed in Part 9	
h)	Deduct £2,450 blind person's allowance for each parent for whom it is appropriate (see Part 3g)	
i)	Total deductions 12d) + 12e) + 12f) + 12g) + 12h)	
j)	Relevant income assessable for grant 12c) – 12i) (If this figure is higher than £68,506 no grant can be awarded) (check latest number).	

Part 13 – for CAT use only		
Record of Decision: On the basis of the information in this form the total fees charged for the place at the school for the 2022/23 academic year is <i>estimated</i> to be (please specify to the right): This total is made up of the following contributions:		£
a) the parental contribution for the pupil named in Part 1 is:	a)	£
b) the pupil is entitled to an MDS grant of:	b)	£
c) other (if there are 'other' sources, please specify what these are in the box provided).	c)	£
		If 'other', please specify the funding source:

Administrator's signature:	Date:
Administrators should retain copies of all documents supporting relevant income for at least two years. For minor sources of income (eg Bank/Building Society Interest) administrators should declare that they have seen documentary evidence and are satisfied with it. If any required documentation has not been seen, list below and state at what stage the provision of this documentation has reached.	

Appendix 1

Please use this sheet to provide further details of actual gross income for the 2021-22 financial year that you have declared.

Whose Income	Type and source of Income	£

Appendix 2

Please use this sheet to provide further details of any estimated gross income declared, making clear the financial year to which it relates.

Tax Year	Whose Income	Type and source of Income	£