



YMI Strengthening Youth

Application Questions
2023-24

Strengthening Youth Music Fund

The purpose of the Strengthening Youth Music fund is to improve the youth music sector infrastructure and the services that organisers offer to strengthen the youth music sector in Scotland for the benefit of children and young people.

For full details and eligibility criteria, please see the [fund guidance](#).

Application Questions

To help you prepare your application, you can find the list of questions from the application form within this document.

Please note however that this is for preparatory purposes and applications will only be accepted through Creative Scotland's online [Funding Management System](#).

Completed applications and supporting material should be submitted by **Tuesday 29 August 2023**, no later than 12 noon.

Alternative Formats, Languages and Access Support

Creative Scotland is committed to offering clear and accessible application processes and programmes that are open to everyone. On request this information is available in alternative formats including translations.

If you have any access requirements, please refer to the information on Alternative Formats, Languages and Access Support at the start of the [guidance document](#).

Need help?

If you have any general enquiries about the application process, Guidance or Application Form, including any technical enquiries about our online application process, please contact our Enquiries Service.

You can do this by email, through our website or social media.

Email: enquiries@creativescotland.com

Web: Fill out a form [on our website](#)

Twitter: Send us a tweet [@creativescots](#)

If you are a D/deaf BSL user, you can access our services with the Contact Scotland-BSL programme. Go to: www.contactsotland-bsl.org for more information.

Project/Activity Proposal

If your application is successful, we will use this information in any publicity we produce about your project/activity.

Project/Activity Title

Summarise the project/activity you intend to undertake with this funding. (approx. 200 words) Max length: 1400 characters.

Project/Activity Detail

When do you expect the project to start? *This cannot be before January 2024.*

When do you expect the project to end? *Activity can last a maximum of 12 months.*

Where will your project/activity take place?

Tell us as much information as you can about where your activity will be delivered to children and young people. You should fill out at least one of these boxes, but please complete as many as are applicable.

Activity Locations

Local Authority

Postcode

Location outside of Scotland

Project/Activity Outcomes

There is one mandatory outcome for this fund. Select two additional outcomes for your project and describe how the activity will deliver these outcomes. You can refer to the "Outcomes" section of the [Fund Guidance](#) for further info.

Mandatory Outcome: Children and young people develop their music and music-making skills.

Describe how the activity will deliver this outcome. (approx. 200 words)

Max length: 1400 characters.

Project/Activity Outcomes 2

Select Outcome 2

- Organisations in the music sector and beyond work together to create progression opportunities that strengthen the youth music sector for the benefit of children and young people.
- Children and young people have more opportunities to take part in enjoyable and quality music making opportunities.
- Children and young people who would not normally have the chance to participate take part in music making opportunities.
- Children and young people develop their music and music making skills.
- Children and young people develop their skills for life, learning and work.
- Children and young people increase their awareness of music and culture across Scotland, the UK and the World.
- Children and young people influence or lead youth music opportunities and have their voices heard in design and delivery.

Describe how the activity will deliver this outcome. (approx. 200 words).

Max length: 1400 characters.

Project/Activity Overview

Provide an overview of the project/activity including:

- **Timeline and key dates.**
- **Content and focus of delivery.**

(approx. 850 words) Max length: 5950 characters.

Optional supporting documents can be added on the next page.

Supporting Documents (Project/Activity Overview)

Supporting documents can be added as:

- **Word document (2 sides A4).**
- **PDF (2 sides A4).**
- **Video URL (4 minutes max).**

Strengthening the Sector

Describe how your project will contribute to strengthening the youth music sector through:

- **Increased partnership working between formal and informal groups.**
- **Local or national networking.**
- **Pooling of resources.**

(approx. 500 words) Max length: 3500 characters

Describe how you have identified a need for this project. (approx. 200 words) Max length: 1400 characters.

For example, what observations, evidence or feedback have led you to make this application.

Partnerships

Describe how you have consulted with partners and stakeholders to develop this project. (approx. 200 words) Max length: 1400 characters

Partners might include Local Authority departments, the local police, children's charities and national/local arts organisations. Please detail what the partner role(s) will be and the skills and expertise they bring to the project. We strongly recommend that you provide evidence of support from partners. This evidence should be attached on the "Essential & Supporting Material Page" of this application.

Describe how you will increase the impact of the project by extending the benefits to a wide range of practitioners. (approx. 500 words) Max length: 3500 characters

Consider how will you share learning from this project and what you expect the legacy to be: How can you broaden the participant group? How can you connect formal and informal sectors? How will you share learning and resources? How might you develop this project as a model?

Monitoring & Evaluation

Outcome 1

The outcomes selected here should match the outcomes you selected on the "Project/Activity Outcomes" section of this application. You can refer to Appendix 2 of the [Fund Guidance](#) for examples and further info.

Mandatory Outcome: People delivering youth music develop their skills and confidence.

Provide a description of what activity will link with this outcome. (approx. 100 words) Max length: 700 characters.

What do you want to measure? (approx. 100 words) Max length: 700 characters.

Provide a description of:

- **Potential indicators that things are improving.**
- **Potential methods to measure improvement.**

(approx. 100 words) Max length: 700 characters.

Monitoring & Evaluation 2

Select Outcome 2

- Organisations in the music sector and beyond work together to create progression opportunities that strengthen the youth music sector for the benefit of children and young people.
- Children and young people have more opportunities to take part in enjoyable and quality music making opportunities.
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Provide a description of what activity will link with this outcome. (approx. 100 words)

Max length: 700 characters.

What do you want to measure? (approx. 100 words) Max length: 700 characters.

Provide a description of:

- **Potential indicators that things are improving.**
- **Potential methods to measure improvement.**

(approx. 100 words) Max length: 700 characters.

Project Management

Please provide an overview of the:

- Management plan for your project/activity.
- Staff roles and responsibilities.
- Details of project partners and their roles.

(approx. 850 words) Max length: 5950 characters.

Optional supporting documents can be added on the next page.

Define any health and safety risks and how you plan to mitigate them.

(approx. 200 words) Max length: 1400 characters.

These may include Child Protection, safeguarding (face to face and online) and Covid-19 enhanced hygiene.

Define any participant risks and how you plan to mitigate them.

(approx. 200 words) Max length: 1400 characters.

These may include target numbers not being reached, participant drop off, priority groups not being reached, barriers to participation not fully addressed, Covid-19 related social distancing and tracking procedures.

Define any key project risks and how you plan to mitigate them.

(approx. 200 words) Max length: 1400 characters.

These may include outcomes of the projects not being met, loss or reduction in funding, changes in staff, financial management, governance and challenges with partnerships.

Supporting Documents (Project Management)

Supporting documents can be added as:

- Word document (2 sides A4).
- PDF (2 sides A4).
- Video URL (4 minutes max).

Budgets and Funding

Refer to the 'Budget' section in the [Fund Guidance](#) for more info. Please note budget figures should be rounded up to the nearest £.

What is the total budget of the project / activity?

Funding Amount Requested.

Please provide a one-page budget, using the [template provided](#).

Essential & Supporting Material

Please attach supporting material specified below. For more information on our preferred formats, see www.creativescotland.com/preferred-formats.

Please also ensure that you comply with data protection law if providing Creative Scotland with personal information contained in Remits/Job Descriptions and CVs and that you share our Funding [Privacy Notice](#) with the respective individual(s).

Refer to the "Supporting Material" section in the [Fund Guidance](#) for more info.

Copy of your organisation's Constitutional Documents. You may also supply your Equal Opportunities Policy. *Mandatory for organisations.*

Copy of your organisation's Child Protection Policy. *Mandatory for organisations.*

CV or detailed biography of key project staff, artists and/or professionals, indicating experience relevant to their role in this project. *Mandatory for all.*

Letters or emails from partners outlining their support and involvement in the project.

Do you confirm that all Project Staff / Trainees (if applicable) engaged in any of the projects outlined will be members of the Protection of Vulnerable Groups Scheme administered by Disclosure Scotland before the project begins?

Would you like to receive regular email updates from the Youth Music Initiative and Creative Scotland?