



YMI Formula Fund

Additional Guidance
2020/21

Overview of the Youth Music Initiative

In 2003 the Scottish Government's Youth Music Initiative (YMI) was launched to put music at the heart of young people's lives and learning. It was established in response to the *What's Going On?* report, a national audit of youth music in Scotland. The fund supports all musical genres, age groups and teaching methods.

The YMI has two distinct strands:

- School Based Music Making – activities planned and delivered by local authorities. Local authorities apply to the **YMI Formula Fund** for this activity.
- The Informal Sector – activities planned and delivered by third sector organisations outwith school time. There are two informal sector funding routes: **Access to Music Making** and **Strengthening Youth Music**.

To find out more about our plans, evaluations and funding routes, including access to the guidelines and application forms, visit our website www.creativescotland.com/yimi



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Overview

Due to Scottish Government budget pressure resulting from COVID-19, the Formula Fund budget has reduced to £6.2million in 2020/21. This guidance document has been created to support Lead Officers within each local authority and Jordanhill School to revise their planned YMI programme activities, resources and budgets for academic year 2020/21.

Following discussions with the Scottish Government, for the forthcoming year the YMI will:

- Continue to deliver against its existing vision, aims and outcomes for the programme.
- Prioritise projects focusing on tackling inequality so that the fund's reach priority groups, or wider groups of children and young people identified as being adversely affected by the COVID-19 crisis.
- Support the local authorities' increased focus on health and wellbeing.
- Offer innovative approaches to the use of digital technology.
- Relax the requirement to achieve the Scottish Government commitment: every school pupil in Scotland should be offered a year free music tuition by the time they leave primary school.

The reduction in budget and the COVID-19 pandemic will present unique challenges in the way YMI activities are delivered in the upcoming academic year. Changes to the focus and purpose of the fund are required in order to meet these challenges.

In 2020/21, the Formula Fund will have a total budget of £6.2million. This is a reduction of £1million in comparison with the budget for the same time period in 2019/20. The formula for distributing funding will be maintained so all local authorities will receive an equal percentage cut of 14%. Confirmation of your revised award amounts will be communicated to you via email.

All guidance provided in this document is in addition to that laid out within the YMI Formula Fund Guidelines for 2020/21, as issued to applicants on first applying for funding. All guidance remains in place unless directly superseded in the following pages.

Revisions to the purpose of the fund

The YMI Formula Fund should contribute toward and support the immediate needs of young people in Scotland. These needs are currently related to the impact of COVID-19. The YMI has a key role to play in nurturing the health and wellbeing of young people as they return to school and resocialise with peers.

We recognise that the pressure on resources will result in necessary changes to delivery. We expect changes to be made in line with the guidance offered by Scottish Government's Education Recovery Group and the specific priorities within your authority.

When revising programme plans, priority and purpose should lie in supporting the young people most adversely affected by the impact of COVID-19. Young people particularly affected may include but are not limited to those who:

- Are living in poverty or residing in areas of social and economic deprivation, where schools and early learning centres provide access to a variety of rich experiences not possible at home, including access to outdoor and culture and leisure activities.
- Are experiencing or at risk of experiencing harm and neglect.
- Are looked after (as defined by the Children (Scotland) Act 1995) and care leavers (as defined by the Children and Young People (Scotland) Act 2014).
- Are in the early years (0-5) of their life.
- Are from minority ethnic communities.
- Have a disability and/or additional support needs.
- Are at risk of offending or have previously offended.
- Are young carers (as defined by the Carers (Scotland) Act 2016).

We ask you to reach as many young people as possible through whole class delivery. However, we understand that you may not reach the same number of young people as originally anticipated, which has resulted in the Scottish Government target being deprioritised in 2020/21. We encourage lead officers to think creatively as to how YMI programmes could be adapted to meet the needs of young people most impacted by the current socio-economic context.

Priorities and criteria

Priorities

In 2020/21, the priority of the fund is to reach children and young people who would benefit most from provision.

Local authorities should prioritise contracts with staff, tutors and organisations who are most able to reach the priority groups of the fund within the current delivery context.

Freelancers individuals and organisations, especially those delivering activity to the priority groups of young people listed above, should not be impacted disproportionately to those engaged through salaried contracts due to the reduction in funding.

Delivery of activity should be to whole classes or large groups of young people. Delivery through 1:1 tuition will only be approved in exceptional circumstances, for example when this is required by the support needs of a young person. Rationale for all 1:1 delivery that will take place in your programme must be presented to and approved by Creative Scotland. We understand that provision may involve a blend of face to face and online delivery and we welcome innovative approaches to the use of digital technology.

We ask you to strengthen links with informal music making organisations in your region and work with partner organisations such as other local authority services, local youth work providers, charities, care providers, school pastoral or family support staff. Understand the challenges faced by young people in your area and work in partnership to meet these challenges.

Criteria

Your programme must adhere to the following criteria:

- Address the needs of the current situation brought about by the COVID-19 pandemic and reduction in funding.
- Projects will deliver the outcomes of the YMI Formula Fund.
- Projects will be provided free of charge with no indirect costs. Indirect costs include but are not limited to: instrument hire, music sheet purchase, transport costs and ticket fees.
- We will only fund activity delivered by highly skilled and experienced project staff who are paid appropriate rates. Further information can be found on the [Musicians' Union website](#).
- Projects will present no barriers to participation. Barriers include but are not limited to: transport requirements, timings outwith school hours, selection processes or aptitude tests, and the need for participants to actively choose to take part rather than be automatically engaged.
- Projects will be delivered by highly skilled and experienced project staff.
- Programme activities will raise awareness of the impact and profile of the YMI within your area through effective promotion and advocacy. YMI opportunities will be publicised widely across your local authority, with YMI funding acknowledged in all publicity materials.

What the fund will not support

This funding route will not support applications which propose to deliver projects that directly or indirectly replace activity that a local authority has chosen to no longer deliver.

YMI funds will not cover a local authority music co-ordinator's salary. If relevant, YMI will support a portion of the salary which relates to the coordination of YMI activities only.

YMI funds will not cover costs for staff employed by the local authority who are unable to deliver activity, for example, maternity, sick, redundancy or any related costs. Due to the annual funding cycle of the YMI programme, we recommend that local authorities carefully consider the nature any new contracts that are issued.

Creative Scotland will only fund programmes that demonstrate best value for public funds.

This fund will not support changes to planned provision that negatively impacts young people as outlined in the priority groups for the fund.

Process and key dates

Funding available

For the academic year 2020/21, £6.2m will be available for the Formula Fund subject to 2021/22 budget confirmation from the Scottish Government. Your local authority allocation has been reduced in light of the £1m cut and we will write to you directly confirming your budget allocation.

Process

You will be required to submit an updated project plan and budget based on the changes you are proposing for your programme. We understand that these plans will still be subject to change and that the scale of the changes will vary from one local authority to another. This update should contain clear information regarding how changes to your programme directly respond to the revised purpose, priorities and criteria of the fund.

Please discuss planned changes to your programme with us before submitting your updates, so we can discuss the best way to present this information for approval.

Contracts will be issued once programmes have been agreed.

Support

The YMI Team are on hand to offer further guidance and support. Please contact Morag and Kelsey on:

Morag Macdonald, YMI Manager, Creative Scotland
Email: Morag.Macdonald@creativescotland.com
Mobile: 07967 822417

Kelsey Jubin, Creative Learning Officer, Creative Scotland
Email: Kelsey.Jubin@creativescotland.com
Mobile: 07970 962319

Further information

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. We offer access support to disabled applicants, tailored to individual requests. Support includes Sign Language Interpreters for meetings and scribing support for dyslexic applicants. Officers can offer advice to new applicants and support them to make an application. The Equalities Team can offer additional one-to-one support to applicants with access requirements. Please note, we will accept applications and supporting materials which are written in English, Gaelic or Scots.

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

Email: enquiries@creativescotland.com

Telephone: 0330 333 2000 (Creative Scotland Reception)

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

Data Protection

Creative Scotland (CS) requires some personal information about you/your organisation to consider your application for funding. Without this, CS will not be able to fund your project. If you would like to see a breakdown of the personal information CS requires, why it is required, what CS does with that information and how long CS keeps it, please refer to CS's Funding Privacy Notice available online at: www.creativescotland.com/privacy-policy/funding-privacy-notice

CS may share your personal information with third parties to comply with the law and / or for the legitimate interests of CS and / or the third parties concerned. Where the personal information you have provided to CS belongs to other individual(s), please refer to CS's Funding Privacy Notice. You are welcome to share this Funding Privacy Statement and CS's Funding Privacy Notice with the respective individual(s).

You have some rights in relation to the personal information that CS holds about you under the General Data Protection Regulation. Information on how to exercise these rights is contained in CS's Funding Privacy Notice or you can contact CS's Data Protection Officer.

If you have any concerns with how CS has processed your personal information, you should contact CS's Data Protection Officer in the first instance, as CS would welcome the opportunity to work with you to resolve any complaint. If you are still dissatisfied, you can submit a complaint to the Information Commissioners Office.

Help, further advice and feedback

If you have any general enquiries about the Creative Scotland and its funding, please contact our Enquiries Service.

Email: enquiries@creativescotland.com

Telephone: 0330 333 2000 (Creative Scotland Reception)

Please keep an electronic copy of your application for your own records and future reference.