Youth Music Trailblazer Fund Application Form Questions

This document contains all the Trailblazer Fund application form questions. You can use it to draft your answers offline, but your application must be submitted using the online form via our Online Grants Portal.

If you need any support with submitting an application online through our Grants Portal, please read the information about Access Support on page four.

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Introduction

What you need to do

- Ensure you have read the Trailblazer Fund guidance before starting your application.
- Work through all the questions in the application form and complete the questions. You will not be able to submit the form until it is fully completed.

Online Grants Portal user tips

- You must click 'Save and Continue' to save your work. If you move off a page without doing this, your work will be lost.
- All questions are mandatory.
- Some questions have a maximum word limit (shown in the question title). You will be unable to submit the form unless you keep within the word limit.
- The form does not need to be completed in one session. Bookmark the log-in page of the grants application system.
- If you have made errors on a page or have left sections incomplete, a warning sign will appear next to the page name on the left-hand menu. At the top of each page, you will see what you need to complete or the error made.
- Once all pages are fully complete, head to the **'submit'** page where you can submit the form.

Use of Artificial Intelligence (AI) in applications

- You may use AI tools to help you draft your application, but your answers must be your own and accurately reflect your work. AI-generated text is often too general or vague, which can weaken your application. Make sure everything you submit is specific, truthful and clearly describes your project.

Experiencing problems?

- Unable to submit the form – click on the '**Submit'** page to find out which sections of the form are incomplete.
- Other problems – drop us a line by emailing grants@youthmusic.org.uk or phoning 020 7902 1060.

Application deadlines

- Application deadlines are available on our website.
- **Deadlines are always 5.00pm.**
- If your application is submitted after the deadline, then it will be considered ineligible.

Access Support

- Youth Music is committed to offering a clear and accessible grant-making process that is open to everyone.
- We are aware that our application system may be inaccessible to some people.
- If you have difficulty making an application, please contact us to discuss how we can help. You can call the team on 020 7902 1060 or email us on grants@youthmusic.org.uk.
- If you identify as Disabled and need further support to make an application to Youth Music, you can apply to our Application Access Fund. This provides funding to cover any additional access costs that might be required for you to make an application to one of Youth Music's main grant funds.
- Youth Music does not assess areas such as spelling or grammar, the layout of your answers, the production quality of any documents/videos you attach or link to, or use of standard English.

Discussing your application

- If you have questions or would like to discuss an application before submitting it, please contact our Grants & Learning team by email at grants@youthmusic.org.uk or phone us on 020 7902 1060.

Your Organisation

Organisation Name

Organisation Legal Name

Address

- Street
- Town/City
- County
- Postcode
- Phone

Website address
If you don't have a website leave blank.

Social Media
Please share your organisation's most relevant social media channel with us, using the following format. We will only look at the first channel you provide, so please don't give us more. Example: Instagram: @youthmusicuk

Where did you find out about Youth Music funding?
Please tell us where you heard about or saw Youth Music funding advertised. Please select all that apply.

- Youth Music website
- Youth Music newsletter
- X/Twitter
- Instagram
- Facebook
- LinkedIn
- Other social media channel
- News publication (online, in print, radio or TV)
- Word of mouth – current or previous Youth Music staff member
- Word of mouth – current or previous Youth Music funded partner
- Other (please specify)

Primary Organisation Type

What type of organisation are you? Please select from the list.

- Charitable Incorporated Organisation
- Community Interest Company (CIC)
- Company Ltd by Guarantee
- Company Ltd by Shares
- Education: Academy (not eligible to apply)
- Education: Children's Centre
- Education: Further Education College (not eligible to apply)
- Education: Nursery
- Education: Pupil Referral Unit (not eligible to apply)
- Education: School (not eligible to apply)
- Education: University (not eligible to apply)
- Local Authority
- Music Education Hub Lead
- Music Service
- Registered Charity
- Voluntary or Community Organisation
- Other (please specify)

We will not fund work taking place in schools, other than the following settings:

- Special schools
- PRUs and alternative provision
- Nurseries

The following organisations cannot apply for funding:

- Schools and academies, including primary schools, secondary schools, pupil referral units (PRUs) and special schools
- Colleges and multi-academy or single-academy trusts
- Universities

If you are a Voluntary or Community Organisation, please upload your Constitution

You can upload ***.doc**, ***.docx**, ***.pdf,** ***.jpg**, ***.jpeg,** ***.png,** or ***.tiff**. Maximum size is 30MB.

Do you have a Secondary Organisation Type?

If yes, please choose your Secondary Organisation Type.

- Charitable Incorporated Organisation
- Community Interest Company (CIC)
- Company Ltd by Guarantee
- Company Ltd by Shares
- Education: Academy (not eligible to apply)
- Education: Children's Centre
- Education: Further Education College (not eligible to apply)
- Education: Nursery
- Education: Pupil Referral Unit (not eligible to apply)
- Education: School (not eligible to apply)
- Education: University (not eligible to apply)
- Local Authority
- Music Education Hub Lead
- Music Service
- Registered Charity
- Voluntary or Community Organisation
- Other (please specify)

Annual accounts

Please upload your most recent annual accounts here. These must be less than 18 months old. You can upload ***.doc**, ***.docx**, ***.xls**, ***.xlsx** and ***.pdf**. Maximum size is 30MB.

If you do not have a full set of accounts yet, then attach a signed income and expenditure/profit and loss summary for your last year of operation or upload your latest management accounts. Look at our management accounts guidance and template for further support.

If you're applying on behalf of a local authority, you can attach your department budget instead.

Charity Number

If applicable

Company Number

If applicable

When was the organisation set up?

This should be the date that you were legally constituted. You must be legally constituted before you submit your application. If your set-up date is less than

one year before the application deadline, you can apply for a maximum of £15,000.

Organisation turnover

Please enter your total income for the last financial year. Please enter your turnover figure **in full** (for example, if your turnover is £500,000 you should write 500000 not 500).

Organisation Location

Local Authority Area in which your organisation is based. You can select from a drop-down list.

Project details

Project title
Please tell us the title of the project you intend to deliver.

Please provide a concise description of the work you intend to deliver (max 50 words)
This information is not assessed. It's for our database, so we know what your proposal is about when we access your organisation's record.

What is your start date?
Tell us when you would like your project to start. You must start within three months of being notified of our decision. Notification dates can be found on our funding deadlines page.

What is your end date?
This must be between 6 and 24 months of your start date. Please note that your project duration should include any planning and set-up time and the time it will take you to complete all project activities and report to Youth Music.

Please select the geographical areas where your project activities will take place.
Please select the local authority areas and/or regions where activity funded by this grant will take place, and the approximate percentage of grant-funded work that will take place there. The total percentage must total 100% exactly. It's fine to enter an estimate.

How many children and young people do you expect to work with?
Please specify the total number of children and young people who will be involved in your project. This should also include participants who only attend taster sessions or one-off events.

How many children and young people do you expect to be core participants?
Core participants are participants who you anticipate will attend activities for a sustained period over at least three sessions.

Age range of intended participants

Please select all that apply.

- 0-5
- 6-11
- 12-15
- 16-18
- 19-25
- Adult (Workforce)

Which barriers to making music are faced by the children and young people you want to work with?

Please select all that apply.

- Asylum seeker
- Attends pupil referral unit
- Economic deprivation
- English as an additional language
- Excluded from school
- Homeless
- Ill health
- LGBTQ+
- Looked after
- Mental ill health
- Not in Education, Employment or Training (NEET)
- Physically disabled
- Refugee
- Rurally isolated
- Sensory impaired
- Special Educational Needs
- Traveller/Romany
- Young carer
- Young offender/At risk of offending
- Other (please specify)

How many group sessions will you deliver?

Please specify the number of group sessions you plan to deliver over the course of your project. Group sessions are where more than one child or young person is involved. You should not include CPD or workforce development/training sessions here.

How many 1:1 sessions will you deliver?

Please specify the number of 1:1 sessions you plan to deliver over the course of your project. 1:1 sessions are where a child or young person receives individual support in a session in which they are the only beneficiary.

How many CPD sessions (for staff, partners or volunteers) will you deliver?

Please specify the number of CPD (for staff, partners or volunteers) you are planning to deliver over the course of your project.

Your Trailblazer Fund Proposal

Your Proposal

Please respond to the following four questions by creating one of the following:

- A written document, maximum 1,800 words, OR
- A presentation or deck, to a maximum of 10 slides, OR
- A video or audio recording, to a maximum 6 minutes in length.

1. **Tell us about your organisation.** What do you do on a day-to-day basis? How do children and young people shape your organisation's work?

2. **Who will take part in this project?**
    - Who are the children and young people that will be taking part in this project? If you have adult participants (e.g., parents or carers, music leaders taking part in training etc.) – tell us about them too.
    - Tell us about who is delivering and managing this project. If staff aren't already in place, tell us about your plans for recruitment and what skills and experiences you will expect staff to have.

3. **How did you or will you co-design this project with children and young people facing barriers?** Describe your co-design process. Tell us how children and young people will be able to continue to shape this project as it is delivered. If you are unable to co-design with children and young people – tell us how you are ensuring that this project meets their wants and needs.

4. **What will you do with a Trailblazer Fund grant?** Tell us about the activities that you will deliver with a Trailblazer grant.

You can provide us with a link or attach a file. If you are providing a link, it can be public or private. Please make sure that the link will remain active for at least **6 months** after the application deadline. (Please note that WeTransfer and other similar file-sharing links usually expire after 7 days, so are not appropriate.)

If you are attaching a file, eligible formats are ***.doc**, ***.docx**, ***.ppt, *.pptx**, and ***.pdf**. Maximum size is 2GB. When using the online portal click on the 'attach' button to select and upload your file.

Your Project Timeline (max 400 words)

Please provide a timeline for your project outlining key activities and outputs broken down by quarter (i.e. 3 month blocks). You do not need to describe activities in detail we just want to get an overview of how things fit together.

This is an example of the level of detail we are expecting.

Sept – Nov 2025: Project and evaluation planning session, recruit music leaders, deliver 1st staff training session (induction, safeguarding), recruit participants, 1st meeting of YP's steering group, evening workshops start.

Dec – Feb 2026: Evening workshops continue, 2nd meeting of YP's steering group, deliver 2nd staff training session (inclusive workshop delivery).

March – May 2026: Evening workshops continue, deliver 2 full day weekends at East Village Studios, 3rd meeting of YP's steering group.

June – July 2026: Evening workshop continue, performance/stage craft workshops, 4th meeting of YP's steering group.

Aug – Oct 2026: Final performance, final meeting of young people's steering group, end of project reflection session with all young people and music leaders, final monitoring data collected and collated, write up and submit report to Youth Music.

Evaluating your project

Youth Music wants to support organisations who reflect on and try to improve what they do, both now and in the future. That's why we ask you to tell us what you want to learn about from your project.

Collecting and analysing data about who you're working with and how they engage with your work is a big part of this, and we know that this takes time. That's why we ask you to tell us about how you will reflect.

For further support with planning your evaluation, please visit our Evaluation and Reporting Hub.

What do you want to learn during your project? (max 200 words)

Tell us about what you want to learn from doing this project. This could be things you want to learn or find out about the children and young people you're working with, or you might be learning about a new way of working for your Music Leaders or answering a question you have about the music sector.

How will you reflect over the course of the grant so you can adapt your project delivery? (max 200 words)

Tell us what information you will reflect on, how often you'll be doing it and who you'll be reflecting with. We expect that children and young people are included in this process and that staff are paid for reflection time as well as delivery time. Show how you have built in ways to turn reflections into changes and actions.

Your practices

Please provide one piece of content to demonstrate the skills and experience of your organisation.

This could be an online report, social media output, video, press coverage or content produced by children and young people. If you are a new organisation and haven't generated much content yet, then think about what you could share with us to demonstrate the skills and experience of your team members or any project partners.

Youth Music will be using this to get a sense of the track record and experience of your organisation. We will only have time to review the link/attachment briefly so consider this when choosing what to send us. We will only look at the first piece of content you provide, so please don't give us more.

You can provide this as a link or attachment.

If you are providing a link, it can be public or private.

If you are attaching a file, eligible formats are ***.doc**, ***.docx**, ***.ppt, *.pptx** and ***.pdf**. Maximum size is 30MB. When using the online portal, click on the 'attach' button to select and upload your file.

What are your organisation's current Inclusion, Diversity, Equity, and Access (IDEA) priorities? (max 200 words)

If you haven't identified any priorities, what are the areas your needs to strengthen?

You may find it useful to refer to Youth Music's IDEA self-assessment survey. It contains a series of questions designed to help you think through what IDEA practices you're doing well, and what could be improved across your whole organisation.

Please upload your safeguarding policy (and/or other safeguarding documents)

You must have a safeguarding policy (and/or other safeguarding documents) to

be eligible for Youth Music funding.

Your safeguarding policy (and/or other documents) should evidence your approach to safeguarding and that you meet Youth Music's safeguarding minimum standards.

Up to 3 attachments permitted. If you are attaching a file, eligible formats are *.doc, *.docx, *.ppt, *.pptx and *.pdf. Maximum size is 30MB.

Please provide the details of the person with responsibility for safeguarding at your organisation (often called your designated safeguarding lead).

Name:

Email:

Job Title:

What are the risks to the safety and wellbeing of young people and staff during this project? What actions will you take to reduce these risks? (max 200 words)

Please give us a few practical examples. Don't list every risk, focus on what is most significant and relevant to this project.

We are looking to see that the actions you plan to take are (where appropriate) reflected in your proposal, timeline and budget.

Your response might cover risks and actions around:

- The needs and context of the children and young people you work with.
- Staff recruitment, support and training.
- Physical health and safety.
- Risks specific to your project. For example, to do with project partners, session content, session location, or session structure.

Budget

Your project budget will consist of two parts:

- **Your request to Youth Music:** The amount of money you are requesting from Youth Music. This can fund a mix of delivery costs and core costs.
- **Match Funding:** Additional contributions from your organisation/partners towards your project.

Budget rules

- The 'Your Request to Youth Music' budget section should only include costs that will be funded by your Youth Music grant.
- Any funding from other sources you are contributing towards the project should be included in the match funding section, not the 'Your Request to Youth Music' section.
- A proportion of the budget must be spent on delivery costs.
- No more than 20% of the Youth Music grant can be spent on capital costs. (items that have a use which extends beyond the project or that could be sold on once the project has been completed).
- All staff working on the project must be paid at the real Living Wage rate or above.
- You must commit to raising at least 10% match funding, with a minimum of 5% in cash match funding. Match funding is additional income to your Youth Music grant that allows your project to happen This minimum amount can't come from Arts Council England or National Lottery sources.

Example budget lines
Some example budget lines are below. These are to show you the level of detail we require.

Item & Description	Cost
2 x Music Leaders	£6,000
Room hire	£2,500

Your request to Youth Music

Delivery costs

This is funding to deliver your project. This can include capital costs of up to 20% of your total Youth Music grant. Examples of eligible and ineligible costs can be found in the Trailblazer Fund guidance.

Item & Description	Cost

Core costs
This is funding to run your organisation.

Item & Description	Cost

Match Funding

In this section only enter your match funding costs, any costs that you are requesting from Youth Music should go under delivery or core costs

We ask all funded partners to commit to bringing in match funding. You do not need to have this funding secured at the point of application. This is additional money, on top of your Youth Music grant, to support your project.

There are two types of match funding:

- **Cash match funding.** This is where there is money exchange involved. For example, a grant from another funder.
- **In-kind match funding.** This is non-cash support that you or your partners make towards the project. For example, free venue hire, or volunteer support.

For Trailblazer Fund, you need 10% total match funding, with a minimum of 5% in cash match funding. This means for every pound you request from Youth Music you must raise at least 10p match funding, of which at least 5p must be cash match funding.

For example:

Amount requested from Youth Music	Minimum total match funding required (10%)	Minimum cash match funding required (5%)
£30,000	£3,000	£1,500
£15,000	£1,500	£750

Cash match funding
This is where there is money exchange involved. For example, a grant from another funder.

Where does the money come from?	What will you spend it on?	Is the money confirmed?	Amount

In-kind match funding
This is non-cash support that you or your partners make towards the project. For example, free venue hire, or volunteer support.

Add in-kind match funding

What is the contribution?	Estimated value

Personal access costs

You can apply for personal access costs in addition to the main grant amount, up to a maximum of 10%. These are costs that remove barriers to enable staff to deliver the project and undertake the grant reporting. Click here for further information and guidance about personal access costs.

Would you like to apply for personal access costs to support any staff or volunteers who identify as d/Deaf or Disabled?

If yes - Why do you need additional access costs to deliver your Youth Music grant? (max 100 words)

Please tell what you would spend personal access costs on.

Item & Description	Cost

Monitoring

Access

This information is not used to assess your application.

Did you require any access support to complete this application?
We monitor this information to ensure we are providing an accessible process, and to identify where we can make improvements. Access support can include a variety of things including support from an access worker or other colleagues, using assistive technology such as screen readers or speech recognition software or working with a British Sign Language (BSL) interpreter.

If yes – please provide further details of what this involved and anything you would like Youth Music to be aware of (max 200 words)

Organisational leadership

As part of our inclusion, diversity, equity and accessibility ambitions, we use this data to track applications and success rates of diverse-led organisations. It can also inform our decision-making.

Read more on why we collect this data.

If you do not currently collect this data, then tick 'Not specified'.

If we ever make diversity monitoring data public, it would always be grouped, and never attributed to your organisation.

Are 51 per cent or more of your senior management team and board made up of people who are/define as:

- Are 51 per cent or more of your senior management team and board made up of people who are/define as women? **(yes/no/not specified)**

- Are 51 per cent or more of your senior management team and board made up of people who are/define as Non-binary? **(yes/no/not specified)**

- Are 51 per cent or more of your senior management team and board made up of people who are/define as LGBTQ+? **(yes/no/not specified)**

- Are 51 per cent or more of your senior management team and board made up of people who are/define as Aged between 18 and 25? **(yes/no/not specified)**

- Are 51 per cent or more of your senior management team and board made up of people who are/define as From a working-class background? **(yes/no/not specified)**

There are a number of ways you could define working class. We think that the definition used in the 'Panic!' research is the easiest to understand and most relevant for our industry. Although if you define it in a different way, that's fine.

The 'Panic!' research defines "working class social origins" as the group of people that have "grown up in a household where the main income earner worked in a semi-routine or routine manual job or was long term unemployed." Read the 'Panic!' research.

- Are 51 per cent or more of your senior management team and board made up of people who are/define as From the Global Majority (term updated from Black, Asian, and Minority Ethnic)? **(yes/no/not specified)**

By Global Majority we mean people who are Black, African, Asian, Brown, dual-heritage, indigenous to the global south, and or, have been racialised as 'ethnic minorities'. Globally these groups currently represent approximately eighty per cent (80%) of the world's population, making them the global majority now. Read more about the origins of the term Global Majority.

- Are 51 per cent or more of your senior management team and board made up of people who are/define as d/Deaf or Disabled (term updated from Disabled)? **(yes/no/not specified)**

We use the term 'd/Deaf and Disabled' in line with the social model of disability, which states that people are disabled by barriers in society, not by

their impairment or difference. Barriers can be physical, like a building not having a lift. They can also be caused by people's attitudes to difference, for example if they assume disabled people can't do certain things.

The social model helps us recognise barriers that make life harder for disabled people, and puts responsibility on people to remove those barriers. Read more about the social model.

- Are 51 per cent or more of your senior management team and board made up of people who are/define as Neurodivergent? **(yes/no/not specified)**

- Are 51 per cent or more of your senior management team and board made up of people who are/define as Across any of the above characteristics? **(yes/no/not specified)**

Read more on how and why we updated our monitoring terms.

Does your organisation self-define as having a diverse leadership team?

- Yes, based on the characteristics above
- Yes, for other reasons
- No
- Not specified

If yes, for other reasons – please outline why? (max 50 words)

Declaration and Data Protection

These statements must be agreed to before you can submit your application. When using the online portal, please check the boxes to confirm you agree to all of the statements.

1. You (the main contact named in this application form) are authorised to apply for a grant from Youth Music on behalf of your organisation.

2. You understand that if you make any seriously misleading statements (whether deliberate or accidental) at any stage during the application process, or knowingly withhold any information, this could make your application invalid, and you could be liable to repay any funds to Youth Music.

3. You have read the Trailblazer Fund Guidance and can confirm that your organisation is eligible to apply to this Fund.

4. Your organisation has the legal power to set up and deliver the work described in the application form.

5. You understand and accept Youth Music's obligations under the Data Protection and Freedom of Information Acts as set out on the Youth Music website.

6. You will take all necessary and reasonable steps to provide a safe and secure place for the children and/or young people who will take part in your project.

7. There is a designated person with responsibility for the safeguarding of children and young people.

8. Your organisation meets Youth Music's safeguarding minimum standards.

9. You hereby confirm that the activities detailed in your budget are not already covered by other revenue funding.

10. Your organisation pays all staff and freelancers working on the project at the real Living Wage rate or above.

11. You are aware that Youth Music will use any personal information provided in this application (including the contacts) to consider the application and, if successful, administer and monitor the grant, and in accordance with its 'Funded partner and Applicant Privacy Notice'.

12. I confirm that all responses in this application reflect our organisation's work, plans and experience. If Artificial Intelligence (AI) tools were used to help draft or edit any part of this application, I confirm that no personal or sensitive information was entered into AI systems, and that all submissions are original and accurate.