****

**National Foundation for Youth Music**

**Exchanging Notes Evaluation Module – Application Form**

**This document should be attached and submitted with your online application.**

|  |  |
| --- | --- |
| **Name of organisation** |  |
| **Main contact** |  |

**Section A**

**Need**

1. **Based on your understanding of current music education policy and practice (including alternative pedagogies) please describe your understanding of the need for this research.**

Write your answer here (max 600 words) …

**Section B**

**Evaluation**

1. **Please outline your evaluation plan and associated activities. This should include information on sampling and data collection methods. The outcomes for this module are as follows:**
2. to improve the quality and standards of music delivery for children and young people
3. to embed learning and effective practice in host and partner organisations and share practice beyond the project
4. to evidence the impact of the Exchanging Notes projects on educational and broader developmental outcomes for young people
5. to test the validity of a Youth Music pedagogical quality framework as a tool for increasing educational engagement of young people
6. to develop the educational practice of schools, non-formal music organisations, teachers and practitioners through an action research model

Write your answer here (max 1,500 words) …

**Section C**

**Project planning**

1. **Please list the key outputs associated with your proposal between January 2014 and September 2018, broken down into quarterly intervals.**

Write your answer here (max 500 words) …

1. **Please complete the risk assessment template below, detailing the risks you have identified that are associated with delivering this work, along with your proposed mitigating actions.**

Add more rows as necessary

|  |  |
| --- | --- |
| **Area of risk identified** | **What actions will you take to reduce the likelihood of this risk occurring?** |
|  |  |
|  |  |
|  |  |
|  |  |

**Section D**

**Track record and experience**

1. **Describe your organisational track record in relation to similar research you have undertaken. Please include the key staff who will be involved in the delivery of this project and outline their relevant experience and/or qualifications. *You will be required to upload an example of a similar piece of research you have conducted with your online application, as well as CVs of the key research staff.***

Write your answer here (max 800 words) …

1. **What organisational policies and procedures do you have in place to ensure the quality of your proposed work? *For example, this might include any quality frameworks you have in place within your organisation, your recruitment and contracting arrangements, peer review mechanisms etc.***

Write your answer here (max 500 words) …

1. **How will you evaluate your own progress towards achieving the module outcomes throughout the period of the grant?**

Write your answer here (max 500 words) …

**Section E**

**Partnerships and strategic impact**

1. **How will you engage with other relevant organisations and individuals over the course of the project? *If you have any partnerships in place, please include a letter of support with your application which details the role of the partner organisation. Please also specify any professional dissemination networks you are part of that are relevant to this work.***

Write your answer here (max 600 words) …