**Music and Drama Access Fund grant mock report form**

*Use this mock report form to help you prepare your answers for the online grant report form. You should refer to the* [*Access Fund reporting guidance*](https://www.trinitycollege.com/resource/?id=9027) *throughout for more information about how to complete the questions.*

**Your details**

Please provide the following information:

Q1. Your full name:

Q2. Your email address:

Q3. Name of centre your candidate/s had their exam at:

Q4. Centre number, if known:

Q5. Amount awarded (refer to your original application):

Q6. Date awarded (refer to your original application):

**About the Access Fund candidate/s**

Q7. What is your relationship to the candidate/s? e.g. you might be their music or drama teacher:

Q8. Were you awarded grant money for:

* An individual candidate? (yes/no)
* A group of candidates who worked towards the same exam? (yes/no)
* A group of individual candidates who all worked towards different exams but were nominated by the same applicant? (yes/no)

**Monitoring**

Q9. – Q12. How many candidates benefitted from this grant who identify as male, female, non-binary or prefer not to disclose their gender identity?

|  |  |  |  |
| --- | --- | --- | --- |
| Number of Males | Number of Females | Number of non-binary | Not listed / prefer not to say |
|  |  |  |  |

Q13. Which exam did your candidate/s take and when? Did they pass their exam? Please provide level and instrument/subject i.e. Grade 6 Piano, Grade 4 Musical Theatre solo:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name/s of candidates | Did they sit their exam?  Yes/No | Did they take a face-to-face or a digital exam? | What exam did your candidate/s take, including level? | What date was your candidates/s exam? | Did your candidate/s pass their exam? Yes/No |
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|  |  |  |  |  |  |

If you can’t disclose the name, please put ‘Candidate 1’, ‘Candidate 2’ and so on.

Q14. Referring to your original application, did you spend any of the grant differently to your original plan?

Yes/No

Q15. If yes, please tell us what was different and why this changed.

**Impact**

**To help us evaluate the impact of the Music and Drama Access Fund and in order to continue offering it, we need to have a good understanding of the impact it has had on candidates, so please do tell us as much as you can.**

Q16. What did your grant pay for?

Q17. Please describe the journey your candidate/s experienced when working towards and achieving their exam. Include any quotes or comments from the candidate/s and/or anyone else relevant. Please do not include any personal information about the candidate/s.

Q18. What impact did the grant have on the candidate/s? What musical/dramatic progress have they made as a result of the grant? What academic and personal progress have they made? Please do not include any personal information about the candidate/s.

Q19. What plans do your candidate/s have for the future? For example, do they plan to work towards the next grade or go to university/college to study the subject, etc? How did the Trinity grant support these plans?

Q20. What impact has the grant had on you and the way you will approach your work in the future? This is an opportunity for you to tell us about any future plans you have for delivering Trinity College London qualifications:

Q21. Is there anything further you’d like to share with us to help with the future development of the Music & Drama Access Fund or anything you need extra support with regarding the Access Fund?

Q22. Do you have any other feedback or comments?