



## YOUTH OPPORTUNITY FUND - GRANTS CRITERIA EQUIPMENT AND ACTIVITIES 2009

YOF 2A

***This form must be read by young people applying for funding and their supporting organisation.***

### **Youth Opportunity Fund 2009 Criteria for Grants within East Sussex**

#### **1. Introduction**

Following the launch of the governments Aiming High Paper, the government has allocated money to ESCC for young people in East Sussex to spend on positive youth activities. The young people could be part of a youth group/club, uniform group or connected to some other place where they meet. We can also help groups of young people who are not connected to an organisation to apply for money.

**This money can only be applied for by young people themselves, who must complete the Youth Opportunity Fund –Application Form YOF 1A.**

Where a group of young people are unable to complete a form themselves (e.g. special needs group) a form will be accepted that has been completed by a representative, but clear evidence must be provided that demonstrates that the ideas have come from the young people themselves. Additional paperwork should be attached to demonstrate this process has taken place.

**Deadlines for Youth Opportunity Equipment and Activities Fund are:-**

**Thursday 5<sup>th</sup> February 2009 - NOON**

Applications will be assessed by Funding Panels made up of local young people.

Everyone who applies will receive a letter telling them of the outcome of their application.

Unsuccessful applications will receive written feedback from the Funding Panels explaining why their application was not successful.

# YOUTH OPPORTUNITY FUND - GRANTS CRITERIA EQUIPMENT AND ACTIVITIES 2009

YOF 2A

## 2. How much funding can you apply for?

Grants of between £500 and £2,000 can be applied for by young people aged 13 – 19 years old (up to 25 for young people with disabilities). **Funding for projects that are based in /or benefit your local community or provide you with accreditation will be given priority over day trips - unless you provide evidence that these trips contribute to you gaining an accreditation.**

## 3. Supporting Organisations

All applications must be supported by an adult from a youth **or** community organisation e.g. Youth Club / Group, Residents Association etc.

If your supporting organisation is not part of the County, Borough, District, Town or Parish Council then they will need to be affiliated to **East Sussex Council for Voluntary Youth Services [ESCVYS] or Sussex Clubs or Young People [SCYP] or Sussex County Sports Department.**

**Applications will only be accepted from voluntary organisations who are affiliated members of either ESCVYS, SCYP or SCSP prior to the application being submitted.**

Affiliation provides us with evidence that your organisation has clear policies and procedures in place which 'safeguard' young people.

If your organisation needs support in affiliating to either ESCVYS, SCYP or SCSP please contact either of the named people below **NOW**:-

Laura Williams	E Sussex Council for Voluntary Services (ESCVYS)	01323 439754
Tony Pippen	Sussex Clubs for Young People (SCYP)	01273 462 006
	Sussex County Sports Partnership	01273 643 869

We cannot give out cash and so your group or organisation will need to agree they will accept the money into their bank account on your behalf.

This group or organisation will need to make sure that the money is spent on what it was meant for, and they are responsible for keeping a clear audit trail of how the money was spent and keep these details safe until April 2012.

## 4. The money has to be spent on certain things

To receive a grant you will need to complete an application form and meet some simple criteria. You will also need to provide some supporting information. The application clearly explains what you have to provide.

# YOUTH OPPORTUNITY FUND - GRANTS CRITERIA EQUIPMENT AND ACTIVITIES 2009

YOF 2A

It might seem like a lot of work but the Funding Panels want to be clear you have researched your project and have thought about how much it will cost.

**The Project [spending all the money] must be completed by:-**

**31<sup>st</sup> March 2009**

## **5. What the Youth Opportunity Fund is not for.**

**We will not fund any of the following:-**

- Applications that appear to be written by or influenced by Adults
- Applications from young people who are directly involved in Youth Opportunity Fund or Youth Capital Fund decision makers.
- Individuals – applications must come from groups (two or more young people)
- Purchase of Computers /ICT Equipment
- Televisions
- Game Consoles (e.g. Xbox)
- Activities which include boxing/martial arts unless run by a recognised organisation e.g. BBA Boxing Club
- Activities that involve fire arms / weapons
- Hazard Activities that are **not** approved by East Sussex County Council on their list of 'approved hazardous activities' (e.g. 'Paintballing') – *The organisation is responsible for ensuring that risk assessments are completed and that providers hold the appropriate licence and insurance to deliver the activities*
- Visits outside the UK
- Management or administrative costs to the organisation
- Cost of any research related to the application / project
- Cost of any staff time to support the application process
- Organisations based outside of East Sussex [including Brighton and Hove]
- Privately run organisations which support young people 'placed in residential care in E Sussex' by other local authorities
- Projects where the majority of beneficiaries live outside of East Sussex
- Training for staff
- Projects which promote a particular religion or political view
- Projects which have already been delivered [or partly delivered]

## **6. Additional Criteria**

The following criteria must also be met:

- a) All organisations receiving grants on behalf of young people must ensure the money is spent as stated in the application form and the named individual is responsible for ensuring the young people provide a full financial breakdown of the spend

## YOUTH OPPORTUNITY FUND - GRANTS CRITERIA EQUIPMENT AND ACTIVITIES 2009

YOF 2A

- b) Young people accepting the grant must complete a project evaluation form after the project is completed - this will be sent to you if you are successful.
- c) Timescales for the project must be supplied on the Application Form. A member of the funding panel may wish to visit the project.
- d) All participants must have completed a consent form which includes consent for their photographs to be taken and used in associated literature [agreement to have photo's used is not essential criteria and a young person may decline the use of their image].
- e) **In accepting the grant on behalf of young people, your organisation is confirming a declaration that it has appropriate policies and procedures in place to support the safe delivery of the project and protect the young people involved in that project. These will include the following:-**
- **Public Liability Insurance (at least £10 million), Employers Liability Insurance (at least £5 million), Professional Indemnity Insurance (at least £2 million) if applicable.**
  - **Child Protection Policy (which takes into account current legislation)**
  - **Equal Opportunities Policy / statement (which takes into account current legislation)**
  - **Health & Safety Policy / statement (which takes into account current legislation)**
- f) All organisations receiving a grant will be expected to sign a Confirmation of Acceptance Letter which acts as a contract, before funding is released.

### 7. How do you apply ?

Young people wanting to apply need to fill in an application form YOF 1A, attach supporting information and get the appropriate signatures.

**Any applications forms that miss the deadline will not be considered.**

A Youth Opportunity Fund – Application Form [YOF 1A], Criteria [YOF 2A] and Conditions for Youth Opportunity Fund [YOF 3A] can be obtained in the following ways;

**Email:** - [donna.wilde@eastsussex.gov.uk](mailto:donna.wilde@eastsussex.gov.uk)

**In writing:** - Donna Wilde, Youth Opportunity Fund, 2<sup>nd</sup> Floor  
87-89 London Road, St Leonards-on-Sea, East Sussex, TN37 6DH

**On Line:** - [www.eastsussex.gov.uk](http://www.eastsussex.gov.uk) or [www.esvcvys.org.uk](http://www.esvcvys.org.uk)

January 2009