

# Youth Opportunity Fund 2010 to 2011

The Fund for Young People by Young People

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The first round of applications closes on 9th June 2010 so make sure you get your application form today.



**INTEGRATED YOUTH SUPPORT SERVICES**

# **YOUTH OPPORTUNITY FUNDS – 2010 to 2011**

**The Fund for Young People by Young People**

## **Application Form**



**You must complete all parts of this form. If you have any problems with completing the form, please contact us on 020 8430 4061**

**Part 1 – General information**

<b>Name of project</b>			
Name of applicant: (1)		Name of applicant: (2)	
Date of birth: (dd/mm/yyyy)	M/F  Age:	Date of birth: (dd/mm/yyyy)	M/F  Age:
Address:  Postcode:  Email:		Address:  Postcode:  Email:	
If you do not live in Newham which school do you attend?			
Names of other young people involved in putting the bid together:			
Contact telephone numbers:			

Please name your supporting worker:	
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Please describe the type of people who currently attend your group:					
How many members do you have?					
How many are male and female?		Male:		Female:	
Please give a breakdown of the ethnicity of your members:					
Asian/Asian British	Black/Black British	Chinese	White	Mixed	Other
How many of your members have a disability and/ or learning difficulty:					
How many members would normally attend each night:					

## Part 2 - About the project

**Tell us about your project.**

What's your idea (e.g. day trip/ residential, upgrading/ buying new facilities, starting/ improving activities, a longer term project, series of workshops or activities)?

How will you put it into action?

How will young people benefit from the project?

Please give details of the young people who will benefit from the project (i.e. number of males/ females, number who have a disability, the ethnic profile of your group):

Number of Males		Number of Females		Number who are disabled	
Asian/ Asian British	Black Black British	Chinese	White	Mixed	Other

Which groups of '**disadvantaged**' young people will be especially supported by this project?

How will you show us that young people benefited by participating in your project (e.g. evaluation sheets/ reports/ feedback from people taking part?)

How will your project contribute to meeting **one** of the five '**Every Child Matters**' Outcomes and at least **one** of the '**Olympic Ideals**' and guiding principles of Core objectives of '**Newham's Community Strategy**'?

Have you received money for anything similar to this before/ And/ or are you applying for funding for this project from any other fund?

**Y / N**

If yes, please give details.

Please tick the amount of money you are bidding for.:

Up to £1,000.

£1,000 to £7,500.

£7,500 to £15,000.

£15,000 to £25,000.

**Please give us a breakdown of how you will spend the money.**

<u>Item.</u>	<u>Description.</u>	<u>Cost(£)</u>	<u>Quantity</u>	<u>Total(£)</u>
<b><u>Venue rent/ hiring fee</u></b> (e.g. name of place where activities will be held)				
<b><u>Staff costs</u></b> (e.g. DJ, music workshops)				
<b><u>Equipment</u></b> (e.g. what you need for your project to work)				
<b><u>Transport for group</u></b> (e.g. bus, coach, train)				
<b><u>Publicity/ administration</u></b> (e.g. posters, invitations, leaflets)				
<b><u>Refreshments/ food</u></b>				
<b><u>Activity costs</u></b>				
<b>TOTAL AMOUNT REQUESTED</b>				<b>£</b>

**Part 3 – About you**

**Please describe the young people who will be involved in the bid for 'YOF' and delivering and/ or managing the project if it is successful:**

How many young people are involved in bidding for, delivering and managing the project?

How many are male and female?

Male:

Female:

Please give a breakdown of everyone's ethnicity:

Asian/ Asian British	Black/ Black British	Chinese	White	Mixed	Other

How many have a disability and/ or learning difficulty:

How are you going to record the roles these young people have undertaken?

How are you going to record and celebrate the skills these young people have learned through this project?

#### **Part 4 – Supporting Statement**

Please use no more than the space below to say why you think your idea should be funded.

**Part 5 – Only for those bidding for over £1,000**

How are you going to ensure that your project is welcoming for young people from 'disadvantaged' groups?

How are you going to promote young people's **awards and accreditation** and enable participants in your project to achieve them?

How are you going to celebrate the achievements of your project and the benefits it has for your local community?

How are you going to celebrate the skills young people have learned and the awards they have achieved through participating in your project?

**Declaration by applicants(s)**

I/we confirm that I/we:

- Declare that the information provided is accurate
- Have thoroughly understood the guidelines
- Agree to accept the funding panel's final decision
- Give permission for my/ our application records to be kept by L.B. Newham
- Agree to use any money received for the reasons stated in this bid

**Signatures(s) of Applicant(s):** \_\_\_\_\_

**Print Names(s):** \_\_\_\_\_

**Date:** \_\_\_\_\_

## **Part 6 – Details of organisation supporting your application**

Name of organisation/ group:	
Name of contact staff member:	
Position in organisation:	
Address:	
	Postcode:
Email address:	
Contact telephone number:	
Most appropriate time to call:	
Fax number:	

Please tick the following as appropriate:

- All staff/ volunteers involved with young people have a valid CRB check
- You will help young people to complete 'appropriate risk assessments' for the project.
- Your organisation has a 'health & safety' policy
- Your organisation has an 'equal opportunities' policy
- Your organisation has relevant insurance cover
- Your organisation is able to ensure that the 'sum awarded is spent in accordance to the terms in the YOF Agreement provided.
- Your organisation is able to ensure that all financial transactions are completed by the end of the financial year - **31<sup>st</sup> March 2011**
- Your organisation is able to support young people to complete and submit YOF/YCF reports with accompanying documents i.e. Invoices & receipts; advertisements, case studies; copies of participant registration forms; registers; evaluation forms; and risk assessment(s) by **Friday 17<sup>th</sup> December 2010** & **25<sup>th</sup> February 2011**, respectively.

All the above policies are important to ensure young people's safety is not put at risk. If you have **NOT** ticked any of the above boxes, please explain and justify your reasons, giving reasons below.

What experience have you had in supporting young people to deliver and manage a project like this?

Please give below details of your organisation/ group's bank account into which any funding granted should be paid.

Bank name:

Branch address:

Postcode:

Account name:

Account number:

Sort code:

Please note we **cannot** put any money into a personal account. If you do not have an account set up for your organisation/ group, please contact us.

## **Declaration by supporting organisation**

I/we confirm that I/we:

- Declare that the information provided is accurate
- Have thoroughly understood the guidelines
- Agree to accept the funding panel's final decision
- Give permission for the application records to be kept by L.B. Newham
- Provide monitoring information as required by the DCSF and LDA
- Agree to use any money received for the reasons stated in this bid and complete all financial transactions by 31<sup>st</sup> March 2011
- Agree to support the young people given any money throughout this process

**Name:** \_\_\_\_\_

**Position in organisation:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

When completed, this form should be returned to Patrice Newsam at:

The Web Building, 49 The Broadway, Stratford, London E15 4BQ