

Camden Integrated Youth Support Service

Youth Work Grant Funding

Application Form

1st April 2023 - 31st March 2025

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| **Section 1: Organisation’s Details & Governance** |

If this is a collaborative/partnership bid, you must decide on a lead organisation that will be responsible for the overall delivery of the project and with whom Camden Council will enter into a funding agreement. For the purpose of your application, the Lead Organisation will be known as the “Organisation” throughout the form.

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| **1.1. Is this a single or collaborative/partnership bid? Single  Partnership** | |
| **1.2. How long has your organisation been delivering youth services:** | |
| **1.3. Organisation’s or Lead Organisation’s contact details** | |
| The name of the organisation leading on or applying for the funding: | |
| Registered contact address: | |
| Telephone number: | |
| Website address: | |
| Charity registration number and year registered: | |
| Company registration number and year registered:  (*if applicable*) | |
| Name of the person making this application |  |
| Address if different from above |  |
| Position in the organisation |  |
| Contact number |  |
| Email address |  |
| **1.4. For a collaborative / partnership bid, tell us who your partner agencies are:** | |

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| Organisation’s Name | | Address | Contact Name, number and email address | | | |
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| **1.5. How many members are there on the management committee / board of trustees of the organisation or lead organisation if applying in partnership?** | | | | | | |
| Click or tap here to enter text. | | | | | | |
| **1.6. Diversity of the management committee/board of the organisation or lead organisation if submitting a bid in partnership** | | | | | | |
| **Diversity** | | | **Numbers** | | | |
| Male | | |  | | | |
| Female | | |  | | | |
| Disabled | | |  | | | |
| Lesbian, gay, bisexual & transsexual (LGBTQ+) | | |  | | | |
| Young people 16-19 (up to 25 for young people with learning difficulties and disabilities) | | |  | | | |
| Black and minority ethnic (BME) | | |  | | | |
| Camden Residents | | |  | | | |
| **1.7. Bank account name (as it appears on your organisation’s bank statement) and name of signatories for the organisation or lead organisation if submitting a bid in partnership** | | | | | | |
| Click or tap here to enter text. | | | | | | |
| **1.8. Policies and procedures**  **a. Please submit the following documents with your application for the organisation or lead organisation if submitting a bid in partnership. Please note that non submission of any of these documents will make the application invalid** | | | | | | |
| Documents / Policies | | | | | Submitted | |
| Name and addresses of current management committee members | | | | | Yes  No | |
| Last approved annual account | | | | | Yes  No | |
| Public liability insurance | | | | | Yes  No | |
| Health & Safety Policy | | | | | Yes  No | |
| Valuing diversity / Equal Opportunities Policy | | | | | Yes  No | |
| Risk assessment (including off-site risk assessment) Policy | | | | | Yes  No | |
| Safeguarding and Child Protection Policy | | | | | Yes  No | |
| GDPR and or Data protection policy | | | | | Yes  No | |
| **1.8b. Please confirm that your organisation has the following (but do not submit at this stage)** | | | | | | |
| Documents/ Policies | | | | | Organisation has this | |
| Constitution / governing document | | | | | Yes / No | |
| Latest annual report | | | | | Yes / No | |
| Financial Procedures | | | | | Yes / No | |
| **Section 2: About your organisation** | | | | | | |
| **2.1. Please outline your organisation’s overall purpose as stated in your governing documents. If you are applying as a partnership or consortium, then provide details on each agency. *(Max 500 words)*** | | | | | | |
| Click or tap here to enter text. | | | | | | |
| **2.2. Provide details of your organisation’s experience of delivering successful youth work programme, including details of your approach to youth work, target groups, age range, kind of programme delivered, number of sessions open per week, evening, afterschool, weekend etc *(Max 800 words)*** | | | | | | |
| Click or tap here to enter text. | | | | | | |
| **2.3. How many full time or equivalent paid staff are there in your organisation and how many of those are youth work posts?** | | | | | | |
| Click or tap here to enter text. | | | | | | |
| **Section 3. About the youth project you plan to deliver with the funding you are applying for** | | | | | | |
| **3.1. Please describe the youth project(s) you are intending to deliver, including aims /objective and outcomes, the target group you will work with, the range of youth work programmes you will deliver, the number of sessions per week, the age range you will work with. Outline the timing of the youth work sessions you will deliver with the funding applied for.**  **Please also outline what staffing/services/activities the funding will be used. *(Max 1000 words)*** | | | | | | |
| Click or tap here to enter text. | | | | | | |
| **3.2. Tell us about the other organisations you will deliver the project with including links to Council-run provision and how you will work with them. *(Max 300 words)*** | | | | | | |
| Click or tap here to enter text. | | | | | | |
| **3.3. Please outline your plan for increasing participation of girls and young women in your youth project *(Max 400 words)*** | | | | | | |
| Click or tap here to enter text. | | | | | | |
| **3.4. Please outline how young people will be involved in the design, delivery and evaluation of your youth work programme. Please include one example *(Max 500 words)*** | | | | | | |
| Click or tap here to enter text. | | | | | | |
| **Section 4. Beneficiaries (Outputs) How many young people will benefit from your project and what is their demographic breakdown?** | | | | | | |
| **4.1. Provide an estimate of the number of young people who will benefit, and in the table provided below estimate numbers under any applicable categories. Will they be new or existing users, young people living on a particular area or estates or from a particular community? Max 500 words** | | | | | | |
| Click or tap here to enter text. | | | | | | |
| **4.3. Please indicate below the estimated numbers of young people for each of the following category’s that you will be working with** | | | | **Year 1**  **(2023-24)** | | **Year 2**  **(2024-25)** |
| Total number of young people (Reach/Contact) = total beneficiary | | | |  | |  |
| Of total Reached, number expected to Participate | | | |  | |  |
| Of the Participation number expected to receive Recorded Outcomes | | | |  | |  |
| Of the Participation, number expected to achieve Accredited Outcomes | | | |  | |  |
| No. of young people Volunteering | | | |  | |  |
| **4.5. Of the total beneficiaries, please indicate below the estimated numbers under each category** | | | | **Estimated numbers** | | |
| **Female** | | | |  | | |
| **Male** | | | |  | | |
| **LGBTQ+** | | | |  | | |
| **Other** | | | |  | | |
| **SEND (up to 25)** | | | |  | | |
| **Young people 13 - 16** | | | |  | | |
| **Young people 17 – 19** | | | |  | | |
| **Camden Resident** | | | |  | | |
| **Ethnicity breakdown of beneficiaries** | | | | | | |
|  | **Please state from which communities under each category** | | | **Estimates** | | |
| **Asian or British Asian** |  | | |  | | |
| **White British** |  | | |  | | |
| **Black or Black British** |  | | |  | | |
| **Chinese or other background** |  | | |  | | |
| **Mixed** |  | | |  | | |
| **White other** |  | | |  | | |
| **4.2. Tell us how you will ensure that your youth project is attractive and accessible to all young people? *(Max 300 words)*** | | | | | | |
| Click or tap here to enter text. | | | | | | |
| **Section 5. Measuring success** | | | | | | |
| **5.1. Please provide information about your measurement tools, i.e. mechanism you have in place to measure success of your youth work programme and of individuals, including how will young people be involved in the measuring and tracking of their own progress.** | | | | | | |
| Click or tap here to enter text. | | | | | | |
| **Section 6. Planning and Delivery** | | | | | | |
| **6.1. Who will be the key staff involved in delivery of the project and what are their qualifications, skills and experience in this area of work? (State whether paid staff or volunteers)** | | | | | | |
| Click or tap here to enter text. | | | | | | |
| **6.2. If you are recruiting new staff, tell us the main qualifications, skills and experience you will be looking for. Also include qualifications, skills and experience of the person with overall responsibility for the project, even if they are not directly involved in youth work delivery. *(Max 500 words)*** | | | | | | |
| Click or tap here to enter text. | | | | | | |
| **6.3. What potential risks or challenges do you anticipate and what will you do to manage them? *(Max 500 words)*** | | | | | | |
| Click or tap here to enter text. | | | | | | |

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| Section 7. Finance | | | | | |
| 7.1. Please complete the following table with your budget   information  *Tell us how much it will cost you to deliver the project in total, even if you are not asking us for the full funding.* | | | | | |
| Budget heading | Year 1 | | Year 2 | | Total |
|  | Camden | Other funders/ in kind | Camden | Other funders/ in kind |  |
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| Total |  |  |  |  |  |

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| **7.2. If any of the funding for this project is coming from other sources, please state where it’s coming from, how much, whether this is cash or in-kind and whether or not it has been confirmed.** |
| Click or tap here to enter text. |

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| **Section 8. Name and Position of the person completing this application form.** |
| Full Name: |
| Signature: |
| Position: |
| Date: |

**Appendix 1:**

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| **Proposed weekly youth work opening hours** | | |
| **Days** | **Time- From - To** | **Target group (Girls group, 13- 16 club etc)** |
| **Monday** |  |  |
| **Tuesday** |  |  |
| **Wednesday** |  |  |
| **Thursday** |  |  |
| **Friday** |  |  |
| **Saturday** |  |  |
| **Sunday** |  |  |