

The Youth Commission Grant Form

The Youth Commission grant provides opportunity for **registered** Youth Commission members to apply for financial support towards the development of work delivered with children and young people across the Bailiwick. The Youth Commission will seek to ensure that the allocation of grants covers a diverse range of activity. The application period for a Youth Commission grant is 1st January – 31st December annually. Grant funding is limited, and we therefore advise that applications are made as soon as possible to avoid disappointment.

Grant Options

- 1. Inclusion Grant** (Grants will be awarded between £100 - £2,000)
The Inclusion Grant is designed to increase opportunities for inclusive projects across the Bailiwick for Children and Young People. Projects that clearly identify barriers to engagement and initiate innovative or sustainable solutions that can be learned from or replicated are especially welcomed.
- 2. Positive Activity Grant** (Grants will be awarded between £100 - £2,000)
Organisations are invited to apply for funding for positive activity projects. Provision should be open (12-18 years old) to all and provide young people opportunities for learning or new experiences. Projects that take place during school holidays are especially welcomed.
- 3. Travel Grants** (Grants will typically be up to £100 per person)
The Travel Grant is designed to promote the benefits of off-island travel and residential experiences for young people. Off-island experiences must have an educational benefit. Priority assistance will be provided to individuals who would not otherwise be able to participate. Grants for any one organised trip will be capped at the discretion of the Youth Commission and will be dependent on the details provided.
- 4. Workforce Development Grants** (Grants will be awarded between £100- £2,000)
The Workforce development grant aims to help support volunteers and staff with the skills and knowledge required to effectively deliver and improve services for children and young people. Workforce development areas covered by the Youth Commission grant can include funding towards training and qualifications.

Which applications will be considered?

- Applications that are made by registered members.
- Applications that can provide details and proof of proposed expenditure.
- Applications that will meet a minimum of one of the outcomes listed on the application form.

The Youth Commission Grant Scheme will not fund:

- Organisations which are not registered Youth Commission members (Government departments are also unable to access the grant element of the Membership Scheme)
- Activities that will collect/generate funds to give to other charities, individuals or other organisations
- Corporate subscription or membership of an additional charity
- Environment - conserving and protecting plants and animals, geography and scenery (unless involving young people).
- Fund-raising events or activities, sponsorship or marketing appeals
- Loans or business finance
- Projects which there is a statutory responsibility to deliver those activities
- Promotion of Religion or Politics or training courses with this as a focus
- Retrospective costs for training courses and activities
- Celebration events of training and development achievements
- Purchasing of licences or software
- “Train the trainer” courses if the intention is then to charge others for training. Train the trainer courses will, however, be considered if no financial reward will be gained from delivering training with this qualification.

What is expected of applicants?

- The lowest possible price will be quoted on applications. It is the responsibility of the applicant to negotiate the best rates for any costs applied for in the grant.
- Applicants will include details of other funding sources applied to support with this grant on the application form.
- If training/ or activity is cancelled and not rescheduled the grant amount must be returned.

Successful applications

- Grants will be awarded and paid to successful applicants within one month of approval, subject to the correct paperwork being submitted to the Youth Commission.
- Successful applicants will be announced in the Youth Commission Newsletter and via social media and are expected to provide updates to be included in Youth Commission communications.
- After the grant funding has ended a report will be due within one month. This must be received for future funding to be considered.

Outcome of applications

The Youth Commission Leadership Team will meet to review all grant applications as they are submitted. The outcome of applications will be communicated in a letter to individual applicants.

Unsuccessful applicants will be provided with details of why the grant application was not successful and may contact the Service Lead for membership to support with future applications.

Terms and Conditions of Awarded Grants

- Successfully awarded grants will be announced in the Youth Commission newsletters, on social media and in Youth Commission reports.
- During the grant payment period the Youth Commission may arrange to visit the funded project/ group if applicable (i.e not off- island travel).
- During the grant payment period the grant receiver should provide updates to the Youth Commission. This may include photos of activity, young people feedback, case studies or a general update of how the grant funded activity is progressing.
- The Youth Commission logo and relevant wording must be used to clearly communicate that the funded activity has been supported by a Youth Commission grant. This is to be used on marketing materials and in reporting around the funded activity.
- After the grant funding has ended a report will be due within one month. This must be received in order for future funding to be considered.
- As stated in the application guidelines, the following documents must be provided in order to receive payment of the grant:
 - A copy of the organisation's public liability insurance
 - Fully enhanced DBS checks must be in place for all staff and volunteers.
 - Any application involving the funding of staff costs should be accompanied by a job description and terms and conditions of employment.
 - A bank mandate form must be completed to receive payment of the grant.
 - Organisations/ groups must remain a Youth Commission member during the period that they are receiving the grant payment.

YOUTH COMMISSION GRANT APPLICATION FORM

Please select the grant that you are applying for:

- Inclusion Grant Workforce Development Grant
 Positive Activity Grant The Travel Grant

INFORMATION ABOUT THE ORGANISATION/ GROUP

Name of Organisation/ Group:

PROPOSED PROJECT/ ACTIVITY INFORMATION

Date of project/ activity:

Length of project/ activity:

Description of what the grant will be spent on:

Number of children and young people who will benefit:

Ages of children and young people who will benefit:

How will children and young people benefit?

(Which of the key outcomes will the project/ activity achieve with young people?)

- Healthy and Active
 Safe and Nurtured
 Achieving Economic Potential
 Included and Respected

Please provide details of the impact this grant will have on the outcomes for children and young people:

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FINANCIAL INFORMATION

Please ensure that a copy of invoices for items exceeding £200 are attached.

Expenditure items	Details	Cost
TOTAL GRANT AMOUNT REQUESTED:		£

Completed applications should be sent via email to info@youthcommission.gg, with the subject clearly stating 'GRANT APPLICATION' or hardcopies can be posted to the following address: The Youth Commission Head Office, Les Ozouets Campus, St Peter Port, GY1 2UB.

Signed:

Date:



The Youth Commission for Guernsey and Alderney

Les Ozouets Campus

St Peter Port

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WWW.YOUTHCOMMISSION.GG