

This application **must** be completed by young people

but you can ask for support from an adult sponsor (*where needed*)



Name of your idea/project? (*Think of a name that's different from your sponsor organisation's name*)

The name of our idea/project is:

Note: You can continue on another sheet of paper if you need to, and you are welcome to include additional information if you like, but please make it eye-catching!

1. WHAT do you want to do? (*Please describe the project you want the funding for*)

2. WHY is your project important? (*And why do you want to do it?*)

3. HOW will your project help or benefit young people & others in the community?

4. Tick boxes that best explain how this idea/project will benefit your group

- | | |
|---|--|
| <input type="checkbox"/> more things to do | <input type="checkbox"/> make our community safer |
| <input type="checkbox"/> improve facilities | <input type="checkbox"/> improve our team working skills |
| <input type="checkbox"/> improve equipment | <input type="checkbox"/> increase our decision making skills |
| <input type="checkbox"/> more staff time to support us | <input type="checkbox"/> a chance to be responsible for a budget |
| <input type="checkbox"/> new experiences to learn from | <input type="checkbox"/> a chance to make our community better/nicer |
| <input type="checkbox"/> gaining knowledge of a new subject | <input type="checkbox"/> helping others & volunteering opportunities |
| <input type="checkbox"/> improve our relationship to learning | <input type="checkbox"/> a chance to get awards/certificates/accreditation |
| <input type="checkbox"/> increase in our health & fitness | <input type="checkbox"/> to help with our CV & getting a job when older |
| <input type="checkbox"/> make us individually feel safer & as a group | <input type="checkbox"/> a chance to be with friends & have fun! |

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5. How many young people in your project are...?

(We are looking for you to put numbers into the spaces e.g. 3 young people in our project are female less than 13yrs old & 5 of us are Young Carers etc.) Please put zero 0 or a number in each box.

Young people who are less than 13yrs old <input type="checkbox"/> Male <input type="checkbox"/> Female	Young people who are between 13-16yrs <input type="checkbox"/> Male <input type="checkbox"/> Female	Young people who are between 17-19yrs <input type="checkbox"/> Male <input type="checkbox"/> Female	Young people who are 20+ yrs <input type="checkbox"/> Male <input type="checkbox"/> Female
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Can you tell us how many young people ... *(please put zero 0 or a number in each box).*

<input type="checkbox"/> live in a rural setting	<input type="checkbox"/> are young parents
<input type="checkbox"/> have a learning difficulty	<input type="checkbox"/> are young offenders / ex offenders
<input type="checkbox"/> have a physical disability	<input type="checkbox"/> are young refugees or asylum seekers
<input type="checkbox"/> are young carers	<input type="checkbox"/> are lesbian/gay/bi-sexual/transgender
<input type="checkbox"/> are care leavers	<input type="checkbox"/> are young people less than 16 excluded from school
<input type="checkbox"/> are looked after young people	<input type="checkbox"/> are 16 to 19yrs not in education, employment or training

How many young people involved in your project idea are from these ethnic backgrounds *(please put zero 0 or a number in each box).*

<input type="checkbox"/> Asian or Asian British	<input type="checkbox"/> Chinese	<input type="checkbox"/> Mixed Heritage	<input type="checkbox"/> White
<input type="checkbox"/> Black or Black British	<input type="checkbox"/> Other Ethnic Background	<input type="checkbox"/> Unknown/prefer not to say	

6. WILL you get recognition, awards or accreditation from this project? *(If yes, tell us what?)*

7. WHAT will be the end result and what will be the outcomes of this project for young people? *(How will you know this project has been a success?)*

8. EVALUATION – How will you give us feedback about how your project went?

(Please tick all the things you will send to us at the end of the project)

- CD/Video/DVD
- Written Report or Scrapbook
- Artwork/Photo's *(make sure you have received permissions before sending stuff to us)*
- Something else *(please explain here)*
-

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9. Please tell us how much you need and breakdown the costs into an area/item list:
*(If you need help with this please look at the guidance notes; YOF **OR** YCF not both)*

Youth Opportunity Fund Only		Youth Capital Fund Only	
List the items you need	Cost £	List the items you need	Cost £
Total cost of project =		Total cost of project =	
Funding received for this project from other places =		Funding received for this project from other places =	
<i>You need to send us proof of this*</i>		<i>You need to send us proof of this*</i>	
Total grant requested		Total grant requested	

***Well done for getting money from other places, it's a great start. Can you please send us the paperwork which says where you received it from and how much you received, thank you.**

Young people's bit - please read carefully: I confirm that:

- We are attaching evidence where we got the estimated price of each item on a separate page
- Our 2 Young Evaluators will complete a simple online evaluation survey (by our project's finish date)
- We will send Oxfordshire County Council some materials gathered from our idea/project, either a report, CD/Video/DVD, artwork/photo's or something else as feedback about how our project went
- We will send a final account of how we spent the grant, including receipts for the things we brought
- Three of our group will try to come along to the YOF celebration event in Feb/March.

Signed by:

Lead Young Person

Print Name: **Dated:**

1st Young Evaluator

Print Name: **Dated:**

2nd Young Evaluator

Print Name: **Dated:**

This bit **must** be completed by the adult sponsor



Details of the organisation supporting this project and the adult sponsor

Name of supporting organisation

Address:

Name of adult sponsor:

Job title:

Phone/mobile:

Email:

Cheques to be made payable to:

Cost Centre Number if Oxfordshire County Council:

Adult sponsors bit - please read carefully: **I confirm that:**

- This project is initiated and led by young people
- I represent a bona fide organisation that has a track record of working successfully with C&YP
- The proposed project is within the legal powers of our organisation
- My organisation has Health and Safety, Equality and Diversity, Protection and Prevention of Abuse and Child Protection policies consistent with the Oxfordshire Safeguarding Children Board's Procedures Manual (see www.oscb.org.uk) as amended from time to time and will ensure compliance with these policies
- All adults involved have an up to date Criminal Record Bureau (CRB) check
- Our organisation is willing to work alongside & support young people involved in leading this project
- Grants from YOF and YCF will only support this project and will comply to funding criteria
- The grant must be spent in the period that it is applied for – any unspent monies must be repaid
- The simple online evaluation survey is completed (by our project's finish date)
- Additional bids cannot be considered in the absence of evaluation of any previous projects funded
- *We are attaching proof that we have received funding from other sources (only if you state you have)
- Grants can only be released if our organisation agrees to be responsible for maintaining accurate records and receipts of how the money is spent and forward them to the County Council (by our project's finish date) along with a sample of materials gathered from this project e.g. photographs, film, artwork etc (once permissions have been sought from parents/carers and young people)

- **Please tick if you agree**

Signed by:

Adult Sponsor

Print Name: Dated:

If you wish to apply for funding from this fund, please complete the application form and return to:
Ruth Kempson ruth.kempson@oxfordshire.gov.uk or
Integrated Youth Support Service, Knights Court, 21 Between Towns Road, Cowley, Oxford OX4 3LX

Good Luck!



Integrated Youth
Support Service
www.oxfordshire.gov.uk