**Stanley Area Youth Consortium Bursary Application Guidance**

**Who are we?**

Thank you for considering applying for the Stanley Area Youth Consortium (SAYC) Bursary Fund.

SAYC has evolved over the past 4 years and now offers staff training, joint activities, mental and physical health wellbeing support sessions and trips to children and young people from across the Stanley area. We work to help all children and young people be happy, believe in themselves and their abilities and to be the best that they can be. Founder SAYC members are Oxhill Youth Club, Stanley Young People’s Club and STARS Youth and Community. We are currently in the process of applying to the Charity Commission to become an independent CIO.

We achieve this through our network of Youth Clubs, partners, and affiliate organisations – reaching out, breaking down barriers, embracing best practice and new ideas. We recognise that we can achieve more together than we can independently and are proud that children and young people shape our work – as we listen and learn from them.

During the 2020 COVID-19 pandemic lockdowns, the consortium surveyed 231 local children and young people to find out how they were faring. The results of this survey showed significant increases in mental health problems and considerably less physical activity being undertaken. This exacerbated problems that were already affecting children and young people in the Stanley area disproportionately compared to elsewhere in the country. This knowledge has shaped SAYC’s strategy and approach, increasing the number of free mental and physical health 1:1 and group support activities available, training more youth workers and offering more guidance to children and young people. In April 2021, we received funding from County Durham Community Foundation and the National Lottery Community Fund through the SOS Fund to support this work. As part of this programme, we recognise that a number of other organisations also support children and young people in the area, and we wish to encourage them to join in our programme of activity.

This bursary fund aims to support charitable and community organisations that wish to do more to help children and young people in the Stanley area by becoming more engaged with the work of SAYC.

**What we will fund**

We will support **additional** activities that will improve children and young people’s physical and mental health in the Stanley area. This can include physical activity sessions, 1:1 mental health support, group sessions, challenges, or any other activities that you can demonstrate will make a difference. They can be one off activities or regular activities over several weeks. These must be on top of what you would normally offer.

You can use a grant to pay for staff and running costs and items of equipment that will be used in specific additional sessions. You must itemise expenditure on the application form.

If successful, as a condition of receiving this grant you will need to complete our online monitoring form which will involve asking some simple questions from young people before they take part and afterwards. If you are offered a grant you will agree to this when you sign the offer letter.

All money must be spent by 31st March 2022 and monitoring forms must be returned within one week of completing the activity.

**What we will not fund**

* Fundraising appeals.
* Small contributions towards larger projects.
* Regular activity sessions that you would normally deliver.
* Items of equipment that will replace existing equipment.
* Items of equipment that you do not know how they will be used.
* Activities that are not open to all young people, restricted by membership, or charge other than a nominal entry fee.
* Commercial activities.
* Individuals.
* Activities that have already taken place or started.

**Who can apply?**

Any charitable organisation i.e., charity, CIO, CIC or unregistered community organisation that works with children and young people in the Stanley area under the age of 25 can apply. Schools can also apply via their PTA’s or similar for extra curricula activity that is not a statutory provision and meets our criteria. If you are not based in the Stanley area, you can still benefit from the fund, but you must get the local organisation that you will deliver the work through to apply on your behalf.

We will not support unregistered charitable organisations that benefit an individual or have more than one related person on their governing body. Money will only be paid into the main bank account held under that organisations name. There must be two unrelated signatures (related includes people that live in the same household or are relatives of people active in the organisation) required to release funding from your bank account.

You must DBS check all staff and volunteers that directly work or come into contact with children and young people. You must have a safeguarding policy and evidence that your staff and volunteers understand this and that it is regularly reviewed and acted on. We reserve the right to request sight of your policy and evidence that you comply with this.

We welcome applications from our affiliate organisations and encourage others to join us, there is no fee to become an affiliate member and you do not have to be an affiliate member to receive a grant.

**How much can I apply for?**

The maximum grant size you can apply for is £500.

**Closing Dates**

There are two rounds for applications. The first round closing date is **12pm 18th November 2021** and the second is **12pm 12th January 2022**. If all money is spent during the first application round then the application process will be closed. We therefore encourage you to apply by the first round deadline. We will aim to notify applicants the outcome of their application within 4 weeks.

**How to apply**

Applications **must be made on the SAYC application form and sent by email** to info@youthconsortium.org by the deadline together with the supporting documents detailed below. Late applications will not be accepted. If you require the application form in a different format please enquire at info@youthconsortium.org.

Do not send any supporting literature unless you are asked to so with your application. We would be happy to see a short video clip made by young people explaining what difference receiving a grant would make to them in addition to your application.

You will need to send a signed digital copy of your latest accounts, your Governing Documents (if you are not a charity or company) with your application and a scanned copy of a Bank Statement less than 3 months old from the account that will receive the money if you are successful. If you are less than a year old, we will accept a copy of your latest management accounts and cashflow, signed by the Treasurer or Chairperson.

Where there are word limits for each section these are indicated on the application form.

The application form must be signed by two people from the organisation, one of whom should be a senior member of your governing committee i.e., your Chairperson, Vice Chairperson or Treasurer and the other the person who will be the main contact. If you are applying as a member of the governing committee then please ask a fellow Trustee or Committee member to sign in addition to yourself.

Please complete the application form and save this, together with your accompanying documents with your organisation name and brief description so that it is easily recognisable. You can save the application form either as a PDF or word document.