

1. Background to this grant programme

Bristol City Council has set up the Youth Sector Support Fund to support Bristol-based organisations working with local children and young people. The grants programme will support projects/activities and collaborations that result in a diverse range of services for children and young people 8-19 years old and a stronger youth and play sector. This fund aims to complement [Targeted Youth Services](#) (TYS) contracts by filling gaps in services across the city.

Young people's talents, ideas and priorities will be central to every grant that we make from this programme. But we also want to see a strengthened youth sector, and this programme can support pilot projects and new ways of working.

This programme is **focused on supporting partnership work**, with funding split across three areas of Bristol: East Central, North, and South. See section 7 of these guidelines for further information.

2. Before applying

Please read these guidelines carefully and read the ['Before Applying \(Essential Information\)'](#) section on our website. If you have questions, would like to discuss your ideas or think your organisation will need some help to apply, please see the contact details at the end of this guidance document.

3. What you can apply for

This programme will support community-based activities with children and young people, aged 8-19 years. These activities should be preventative and focussed on children and young people who may be at risk of adverse outcomes. This can be preventative and early intervention work that addresses:

- Risky behaviour – e.g. anti-social, crime and being at risk of criminal exploitation
- Mental health
- Low aspirations

There may be other challenges in specific areas and communities that require early intervention or preventative work. It's important you can demonstrate the local need and how the grant will help children and young people at risk of adverse outcomes or reducing these challenges from escalating.

Priority will be to applications:

- Delivering work in areas of the city where there are a lack of activities or services for young people, or not enough services to meet need
- Delivering work where there is a gap in provision and there is a clear need
- Actively engaging children and young people in the design of the services and activities
- Works with other providers and initiatives to ensure children and young people are benefitting in a coordinated way

*Just over 10% of the total funds available for this programme can be awarded to activities supporting children aged 8-10 years.

The grant programme can support all costs relating to work with children and young people, including core costs (e.g. staff, office costs), project costs (e.g. venue hire, project worker), capital costs or organisational development costs. The costs included in your application should be those that cannot be supported from existing funds and must only cover a period up to 12 months.

4. Why is this programme focusing on partnerships?

We want to encourage positive working relations amongst VSCE (voluntary, community and social enterprise) sector organisations in Bristol that are supporting children and young people. Grant programmes can often discourage collaboration and joint working, instead creating competition amongst third sector organisations vying for the same pot of funding. By encouraging greater collaboration and joint working, it aims to help organisations to create and/or maintain links across the youth sector and provide well rounded and interconnected support to children and young people.

5. What we are looking for in a partnership

To be considered a partnership, each organisation must be actively involved and have a clear role in the support being delivered to children and young people. There will be the following expectations of a partnership applying to the programme:

- They comprise of Bristol based VCSE organisations that are supporting children and young people.*
- Partnerships should include at least one grassroots organisation embedded within the community that the funded work will be serving.
- Firm commitments from each named partner – there will be some form of evidence that agreements are in place to work together.
- The partnership adds value to any existing work undertaken by the partner organisations.
- There is a firm commitment to work with and add value to any existing local initiatives.
- There will be an equitable allocation of funding distributed amongst the partners.
- Involve children and young people in the planning, design and/or running of the funded work.
- Has potential for continuing beyond the lifetime of the grant.

* Partnerships can include working with statutory providers (e.g. police), though they will not be able to receive any funding from this programme and the majority of the partnership should comprise of VSCE organisations.

6. Who can apply?

This grant programme is open to partnerships whose members comprise of youth work and play work organisations from the VCSE sector. They should be all based and working in the City of Bristol. Priority will be given to organisations that actively engage children and young people in the design of their services and activities

Sub-contractors of the main Bristol City Council TYS contracts are eligible to apply where the work is distinct from activities funded under TYS contracts. We hope to receive applications from a wide variety of organisations and encourage non-sector-specific providers, such as arts, culture or sports organisations, to apply.

7. How much do we award?

The funding from the programmes is split amongst the three areas of Bristol, with the allocations listed below, and we are **expecting there to be one successful application per area.**

- North = £25,200
- East Central = £35,385
- South = £44,415

These allocations per area are based on a formula applying deprivation and population figures. Please note that we are expecting to award one grant per area

8. Examples of grants

- Coordinating community and youth-led activities that aim to raise the aspirations of young people and tackle anti-social behaviour
- Delivering detached youth work to re-engage young people with positive youth activities
- Providing therapeutic interventions supporting mental health and emotional wellbeing of children and young people

9. What we don't fund

- Individuals
- For-profit or statutory organisations
- General appeals
- Activities which are a statutory responsibility (e.g. school-based activities taking place during school hours)
- Political groups or activities promoting political beliefs
- Activities promoting religious beliefs
- Animal welfare
- Arts or sports projects with no significant community or charitable element
- Medical research, equipment or treatment
- Projects/activities that take place before a grant can be awarded
- Activities that raise funds for other organisations

10. How to apply?

There is an Expression of Interest (EOI) stage before submitting a full application to this programme. Please contact David Trigg-Wells at Quartet Community Foundation to initially discuss your proposal and/or determine your eligibility. You may then be invited to submit an EOI. If this is approved by a decision panel, you will be asked to submit an online application form. As well as the completed application form, the lead partner submitting the application will also need to provide the following:

- A constitution/governing document/set of rules that sets out the purpose of your organisation and how it is managed.
- The contact details of at least 3 members of your management committee/board of trustees/board of directors
- A copy of your most recent annual accounts or financial records that show your organisation's balance of funds, income and expenditure. If you do not have financial records that cover a full year, then you will need to provide the records you currently have.
- Evidence of a bank account in the name of the organisation. This should be a copy of a recent bank statement no more than 3 months old. The bank account must have at least 2 signatories. Alternatively, if you belong to a small organisation that does not have a bank account another charitable organisation can look after the funds for you, but you must provide written authorisation from the organisation that will do this.
- Your safeguarding policy documents for working with children and vulnerable adults. Please see our website for guidance on safeguarding - <https://quartetcf.org.uk/apply-for-a-grant/before-applying/>
- The contact details of a referee. The referee should know the work of the applicant organisation in a professional capacity but not be directly involved in this work.

11. When to apply?

The closing date for submitting an EOI is 7 May 2021, but you will need to have contacted Quartet Community well in advance of this date to discuss your proposal and eligibility. If you are invited to submit a full application, you will need to submit this by 28 June 2021.

12. What will happen next?

Once we have received your application and supporting documents it will be assessed by a member of staff at Quartet Community Foundation. They may contact you for further information. The application will then go to a multi-agency grant panel for a decision. You will receive a decision within one week of your application being discussed.

13. Monitoring and evaluation

At an appropriate time after the grant has been paid, we will email you the link to an online End of Grant report form. This form asks you for details of how the grant was spent and what was achieved. We would encourage you to involve young people in the evaluation of your project, where appropriate.

14. University of Bristol research project

We are currently working with the University of Bristol Q-Step internship programme to assess the impact of the Youth Sector Support Fund on the resilience of the local youth sector. Please be aware that the application and monitoring information you supply may be used to contribute to this research. You may also be contacted by ourselves or one of our interns with a request for further information. Please note that further participation in the research project is entirely optional, your information is held securely and we will not publicise any information that identifies your organisation without first seeking your explicit consent.

15. How we collect and hold your data

The personal information collected via the application form is collected to solicit and process applications for grants from Quartet. All information is collected in accordance with the *Data Protection Act 1998 (DPA)*, and the *General Data Protection Regulations 2018 (GDPR)*. By completing an application form, you are giving consent for the information to be collected and for Quartet to communicate with you/your organisation. We hold all personal information on our *secure Customer Relationship Management database*; grant related information is disclosed to grant panel members and to donors. We publish lists of grants awarded, and we use data in our publicity, but we anonymise details of any individual grantees. If you feel that any other information about your application or project should not be made publicly available, please contact us to discuss this. Please refer to our Privacy Policy at <http://quartetcf.org.uk/privacy-policy/>

16. Get in touch

If you need more information before you apply, please contact:

Quartet Community Foundation: David Triggles-Wells

Tel: 0117 989 7700 Email: david.triggles-wells@quartetcf.org.uk

To discuss issues around emerging needs, please contact:

Bristol City Council, Families in Focus Team: Peter de Boer, Senior Practitioner

Tel: 07795 445612 Email: peter.deboer@bristol.gov.uk

To ensure your project fits with existing Targeted Youth Services provision, please contact the relevant **Creative Youth Network area manager** to discuss your project before making your application:

North Bristol: Rebecca Ball Rebecca.Ball@creativeyouthnetwork.org.uk

East /Central Bristol: Carl Bowen Carl.Bowen@creativeyouthnetwork.org.uk

South Bristol: Angela Higgins Angela.Higgins@creativeyouthnetwork.org.uk

