

# Guide for Applicants: Bristol Youth and Play Support Programme



Quartet  
Community  
Foundation

This guide outlines the criteria and priorities for this grant programme and the application process. Please call or email us if you have any questions. Our contact details are in section 10 of this document.

## 1. Priorities for this grant programme

This grant programme **will prioritise funding community-based youth and play activities or projects that meet any of the priorities identified in one or more of the four Youth and Play Development Plans**. See page 2 of this document for definitions of youth and play work.

Each Youth and Play Development Plan covers a geographic area of Bristol (North, South, East Central, and City Centre). They have been developed collaboratively involving Youth and Play sector organisations, children and young people, and Bristol City Council.

**Please refer to the priorities set out in the Development Plans presented in Appendix A** of this document. Applications should clearly demonstrate how the proposed activity aligns with one or more of these priorities, or how it responds to an identified emerging need or challenge within a community. Applications that do not do this are less likely to receive funding. If you are unsure about this, please contact us before submitting your application.

**We want to see from all applications** for this grants programme that:

- *Children and young people are involved in the design and/or delivery of the work* that you seek a grant towards. Even better, the work is being led by children and young people who initiated it themselves. Please contact us if this is not possible (see section 10).
- *Applicants are not working in isolation or parachuting into a community*. They should have links with other groups and organisations working in the same community to ensure there is a coordinated approach to serving children and young people. We understand this may not always be possible in areas with little or no youth and play provision. If so, there should be a commitment to understanding the local area, enhancing any existing offer and a commitment to developing provision in the area.

**This programme also welcomes** applications that:

- *Are from non-youth and play sector organisations* (e.g. arts, sports, culture) provided: (1) they have established links with youth or play sector organisations to deliver the work outlined in their application, and are (2) addressing any of the priorities outlined in Appendix A.

- *Identify and address any emerging needs, challenges, or aspirations coming from children and young people at area youth forums.*

Please note that applications will be decided by a panel that includes young people and representatives from Bristol's youth and play sectors.

## 2. What you can apply for

You can apply for a grant towards a new or existing activity that is delivering play or youth work (see **definitions below**) for local children and young people aged 8 to 19 years (up to 25 for young people with learning difficulties).

We will prioritise funding towards activities that meet any one of the priorities identified in a Youth and Play Development Plan (See Appendix A).

A grant can be towards any reasonable costs for delivering your youth or play work, including:

- core or running costs
- project and activity costs
- equipment

We won't award a grant towards work costs that have already been incurred, and you should plan to start spending the grant within six months of it being awarded.

### Definitions:

#### ***What is play work?***

Playwork is typically for children up to 11 years of age. Playwork is an approach to working with children in which children themselves determine and control the content and intent of their play, rather than it being led or directed by an adult.

Playwork supports and facilitates children's play in various settings and is grounded in the understanding that it is essential for children's development and wellbeing.

This programme uses 3 key principles to define play, these are 1) an activity is free to access, 2) children are free to choose what they want to do, 3) children are free to come and go as they please. Please make reference to your activity aligning with these principles where possible.

#### ***What is youth work?***

Youth work is typically for young people aged between 11 to 19 (up to 25 for young people with learning difficulties). Youth work offers young people safe spaces to explore their identity, experience decision-making, increase their confidence & develop personal and social skills.

An important feature of youth work is that young people choose to participate, and they are seen as an equal partner in shaping the service or support they receive. **Therefore, young people's voices should be at the heart of all the applications towards youth activities that are received for this grants programme.**

### 3. Who can apply?

Applicants must be based and working in the City of Bristol. You can apply for a grant if you are a:

- Constituted voluntary or community organisation
- Constituted group or club
- Registered charity, including charitable incorporated organisations (CIO)
- Not for profit company, including Community Interest Companies (CIC) where they are not limited by shares and most directors receive no payment from the company.

**Please note** that you must have at least three trustees or directors with the majority being unrelated. For CICs, we may not award a grant where you have one or two directors registered as 'Persons with Significant Control' with Companies House.

**Faith-based organisations** can apply to this programme, but we will need assurances that activities adhere to the Youth and Play Sector outcomes (see section 11) about being accessible and inclusive.

#### ***Baseline Standards***

The following required Standards are to ensure that all grant-funded organisations are well managed and provide good quality services:

- A safeguarding policy
- DBS checked all staff/volunteers involved in activity delivery
- GDPR Compliant
- An Equality Policy
- A Health and Safety Policy
- A Complaints Policy
- Public Liability of £5 million minimum
- Employer Liability of £10 million minimum

We may award funding to applicants without all baseline standards being met. However, we will do this on the basis that the organisation agrees to develop these areas of practice.

#### ***Size of the organisation applying***

There are no limits to the size of the organisation which may apply to the fund. However, we will consider your level of reserves and other sources of funding.

### 4. How much do we award?

This programme can award grants of up to £5,000 to a single organisation for activities lasting up to 12-months.

#### ***Partnerships***

We understand that there will be activities best delivered when two or more organisations are working in partnership. So, we will also consider awarding grants up to £10,000 covering a 12-

month period for partnerships consisting of two or more organisations. Please note that partner organisations receiving funding from this programme must meet the criteria outlined above in section 4.

To be considered as a 'partnership', each organisation must be actively involved, have a clear role in delivering the project or activity and will require a proportion of the funding. It is expected that there will be some form of partnership agreement between partner organisations.

## 5. What we don't fund

- Activities that don't match the definitions of youth work and play work (as outlined in section 2 of this document)
- Costs that are incurred before a grant can be awarded
- One-off events
- One-off trips where long term impact cannot be strongly demonstrated
- Capital projects
- Individuals
- School-based activities taking place during school hours
- After-school clubs, unless they meet the above definitions of youth and/or playwork in section 2 of this document
- We are unlikely to fund activities based in school grounds where the primary beneficiary will be pupils of the school and not the wider community
- Activities that raise funds for other organisations

Please find further information about what we don't fund on our website at:

<https://quartetcf.org.uk/grants-support/am-i-eligible-for-support/>

### ***Repeat applications***

We will accept applications from organisations that were awarded a previous grant from this programme, however, we **will not consider** applications for the same activities that have not yet ended. Please contact us if you are considering applying for a grant for a previously funded activity that has not yet ended.

### ***Bristol City Council Youth and Play funding***

Organisations already in direct or indirect receipt of Bristol City Council Youth and Play funding are eligible to apply, provided the request is towards costs that are different and not already funded by this council grant.

## 6. How to apply?

You can apply online at [www.quartetcf.org.uk](http://www.quartetcf.org.uk). As well as the completed application form you will also need to provide the following\*:

<ul style="list-style-type: none"> <li>• A constitution/governing document/set of rules.</li> </ul>
<ul style="list-style-type: none"> <li>• The contact details of at least 3 members of your management committee/board of trustees/board of directors.</li> </ul>
<ul style="list-style-type: none"> <li>• 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 covering a full year, you will need to provide the records you currently have.</li> </ul>
<ul style="list-style-type: none"> <li>• A safeguarding policy that is up-to-date and relevant to your work.</li> </ul>
<ul style="list-style-type: none"> <li>• 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.</li> </ul>

\* Please **do not** provide the above documents if you have sent them to Quartet within the past six months unless they have been amended during that time.

Please contact us if you cannot provide any of the above documents. See section 11 for our contact details.

## 7. What happens after applying?

Once we have received your application, it will be assessed by a member of staff. They may contact you for further information. The application will then go to a grant panel for a decision, which includes young people and representatives from Bristol's youth and play sectors. You will receive a decision within one week of your application being reviewed by the panel. **Please note** that you should be notified of our decisions within **eight weeks** of the closing date for this grant programme.

## 8. Reporting on the use of your grant

We will send you an End of Grant report form based on when you indicate you will have finished spending the grant. This form asks for details of how the grant was spent, what was achieved and any lessons that were learnt. We would encourage you to involve children and young people in the evaluation of your funded work, where appropriate.

## 9. Further guidance and support

In addition to reading this document, please visit the our website where you can find:

- ['Am I eligible for support'](#) - providing further information on our eligibility criteria
- <https://quartetcf.org.uk/apply-for-funding/faqs/> - frequently asked questions about applying for a grant

## 10. Contact details

If you need more information or wish to discuss your application before you apply, please contact the Philanthropy Team at Quartet Community Foundation:

- Telephone: 0117 989 7700

- Email: [applications@quartetcf.org.uk](mailto:applications@quartetcf.org.uk)
- Address: Royal Oak House, Royal Oak Avenue, Bristol BS1 4GB.

If you want to discuss any emerging needs or issues you're planning to address please contact the Family Help Team at Bristol City Council:

Pete de Boer (North Bristol/City Centre)  
Tel: 07795 445 612  
Email: [peter.deboer@bristol.gov.uk](mailto:peter.deboer@bristol.gov.uk)

Marlene McAllister (East Central Bristol)  
Tel: 07917 474 693  
Email: [Marlene.McAllister@bristol.gov.uk](mailto:Marlene.McAllister@bristol.gov.uk)

Nick Bond (South Bristol)  
Tel: 07500 954 065  
Email: [nick.bond@bristol.gov.uk](mailto:nick.bond@bristol.gov.uk)

Bristol children and young people's network  
Website:  
<https://www.childrenandyoungpeoplebristol.co.uk/>

## 11. Further information about this grant programme

Bristol City Council has partnered with Quartet Community Foundation to deliver the Bristol Youth and Play Support grant programme. Funding for this programme has been contributed by Bristol City Council and local philanthropists through Quartet Community Foundation. This programme will award grants to various youth and play activities across Bristol to ensure a wide-ranging and vibrant offer for children and young people living in the city.

This grant programme is for organisations in Bristol that delivers youth or play work for local children and young people aged 8 to 19 years (up to 25 for young people with learning difficulties).

The programme aims to contribute to the following Youth and Play Sector outcomes for Bristol:

- Children and Young People have access to safe spaces.
- Children and Young People are empowered to improve their social, emotional, and physical health.
- Children and Young People develop and learn the right life skills.
- Opportunities for Children and Young People to build positive trusted relationships with peers, and adults.
- A blended youth and play offer that uses different approaches and methods.
- An offer that is accessible, inclusive and equitable.
- An offer that is using a trauma-informed approach (see further information online at [Principles for Trauma-Informed System \(bristolsafeguarding.org\)](https://www.bristolsafeguarding.org/))
- An offer for Children and Young People that is visible to all.
- An offer where safeguarding is central to all procedures.

Work funded through this grants programme should also contribute to the outcomes outlined above.

## How we collect and hold your data

The personal information collected via the application form is collected to 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)*. For further information see our Privacy Policy at <http://quartetcf.org.uk/privacy-policy/>

## Appendix A – Priorities from the Youth and Play Development Plans

We will prioritise funding towards activities, projects and services that meet any one of the following priorities:

**Note on priority areas:** You will see that some of the following Youth and Play areas have ‘priority areas’. The calculation for priority areas are based on three factors: (1) the number of children living in relatively low income families (2) the number of children recorded as eligible for Free School Meals (3) the number of young people known to Social Care in each ward.

Priority score 1 represents highly prioritised areas, while priority score 3 indicates lower priority areas. However, if an applicant aims to support a priority group (e.g., LGBTQ+ young people) in a lower priority area, this should not exclude them from consideration.

### North Bristol priorities

- Sustain and embed newly developed play and youth provision within the North Hub and Spoke model to ensure long-term stability and reach.
- Reduce barriers to access for young people of colour by improving inclusion, representation, and targeted outreach.
- Improve access for LGBTQ+ children and young people by developing local stepping-stone provision and strengthening pathways into specialist support.
- Deliver flexible, relationship-based provision for Gypsy, Roma and Traveller (GRT) children and young people that can respond to changing community needs.
- Strengthen access to community-based support for young carers through improved pathways, local capacity, and integrated provision.
- Establish dedicated provision for care experienced young people through targeted programme development, trauma-informed practice, and strong multi-agency partnerships.

### North Bristol priority areas:

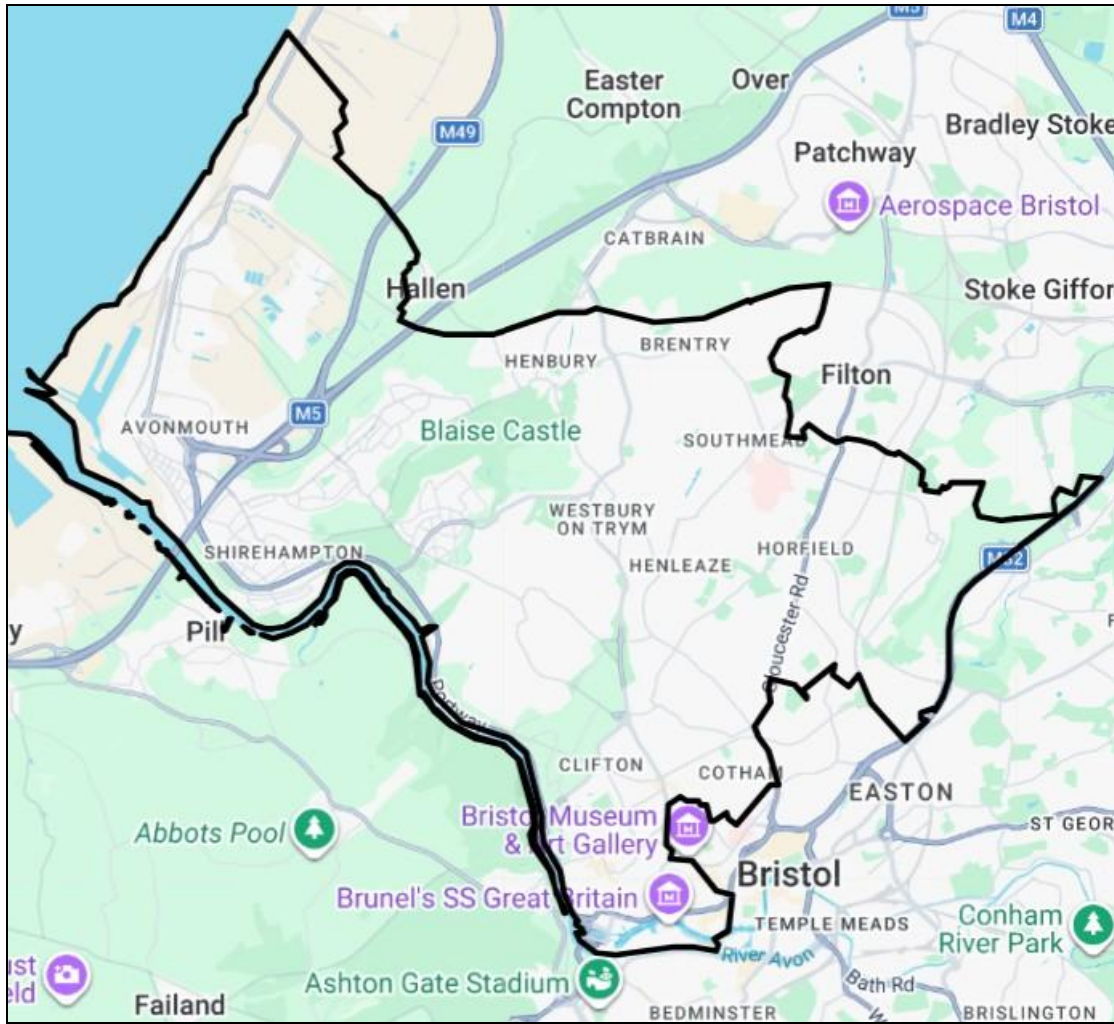
#### *Priority One*

- Lawrence Weston
- Lockleaze
- Southmead

#### *Priority Two*

- Henbury & Brentry
- Horfield
- Avonmouth
- Sea Mills
- Shirehampton

## North Bristol area

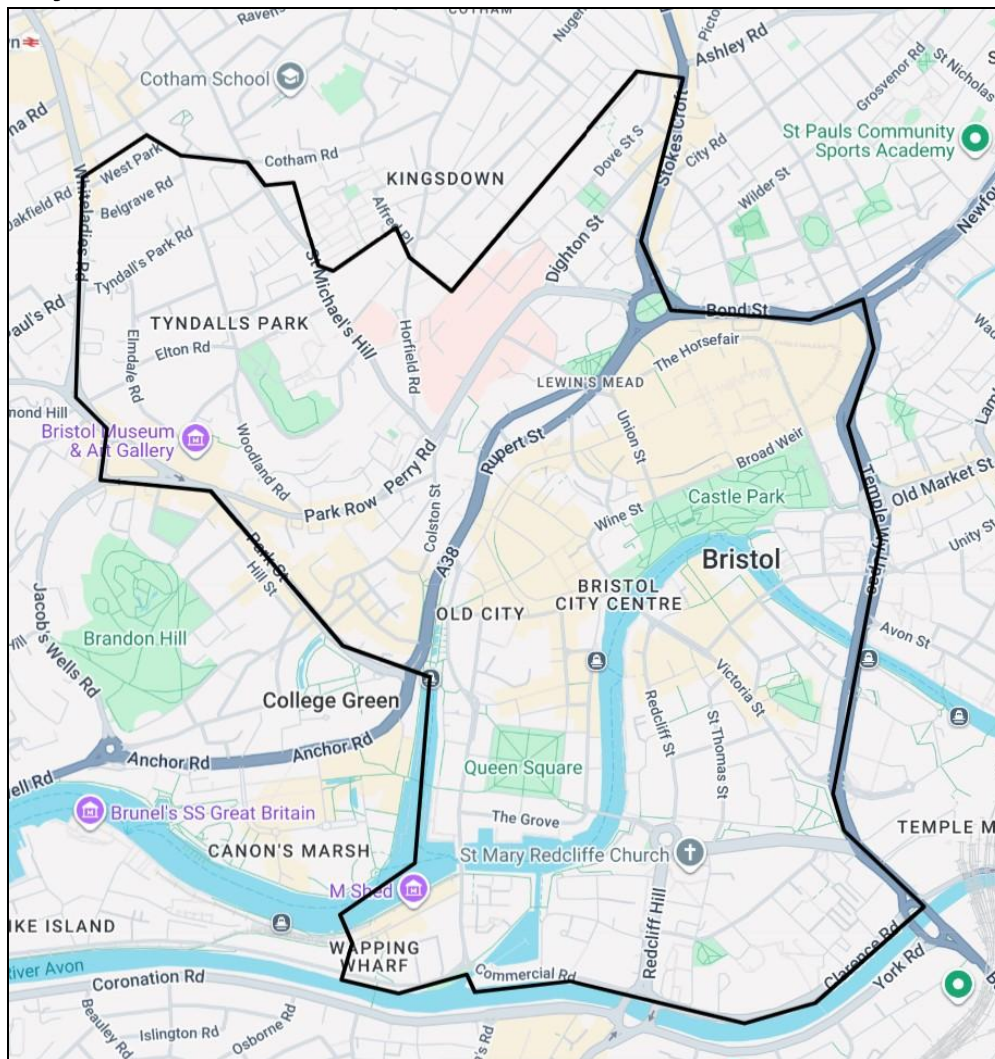


Source: Local Insights

## City Centre Priorities

- Sustain and strengthen a multi-agency detached youth work offer that provides consistent, visible, and trusted adult presence in the city centre.
- Establish and deliver a regular, accessible community play offer within the city centre.
- Deliver additional provision during identified peak periods to respond to increased need, including school holidays and key seasonal events.
- Provide positive activities that activate and make effective use of key public spaces, including Castle Park.

### City Centre area



Source: Local Insights

## East Central Bristol Priorities

- Ensure a shared understanding of and alignment with the Young Futures Hubs model and Youth Transformation Fund, while maintaining the identity and strengths of the East Central Play and Youth Partnership.
- Use local knowledge, data, and indicators of deprivation to shape provision and ensure that communities are not overlooked or without support.
- Ensure that targeted groups are meaningfully included within mainstream provision, supported by strong partnerships with specialist organisations and effective, relationship-based signposting.
- Strengthen workforce development to improve the skills, confidence, and capacity of professionals to support identified priority groups.
- Develop and embed a coordinated approach to youth voice and participation, including the establishment of a city-wide Unity Youth Forum (A Youth Forum focusing on the voices of Black and Brown Children and Young People).

## East Central Bristol Priority Groups

- Black and Brown Children and Young People
- SEND/Inclusion of Children and Young People
- Gypsy Roma Traveller (GRT) Children and Young People
- Young Carers
- Looked After Children
- LGBTQIA+ young people

## East Central Bristol Priority Areas

### *Priority One*

- Lawrence Hill
- Easton
- Hillfields
- Ashley

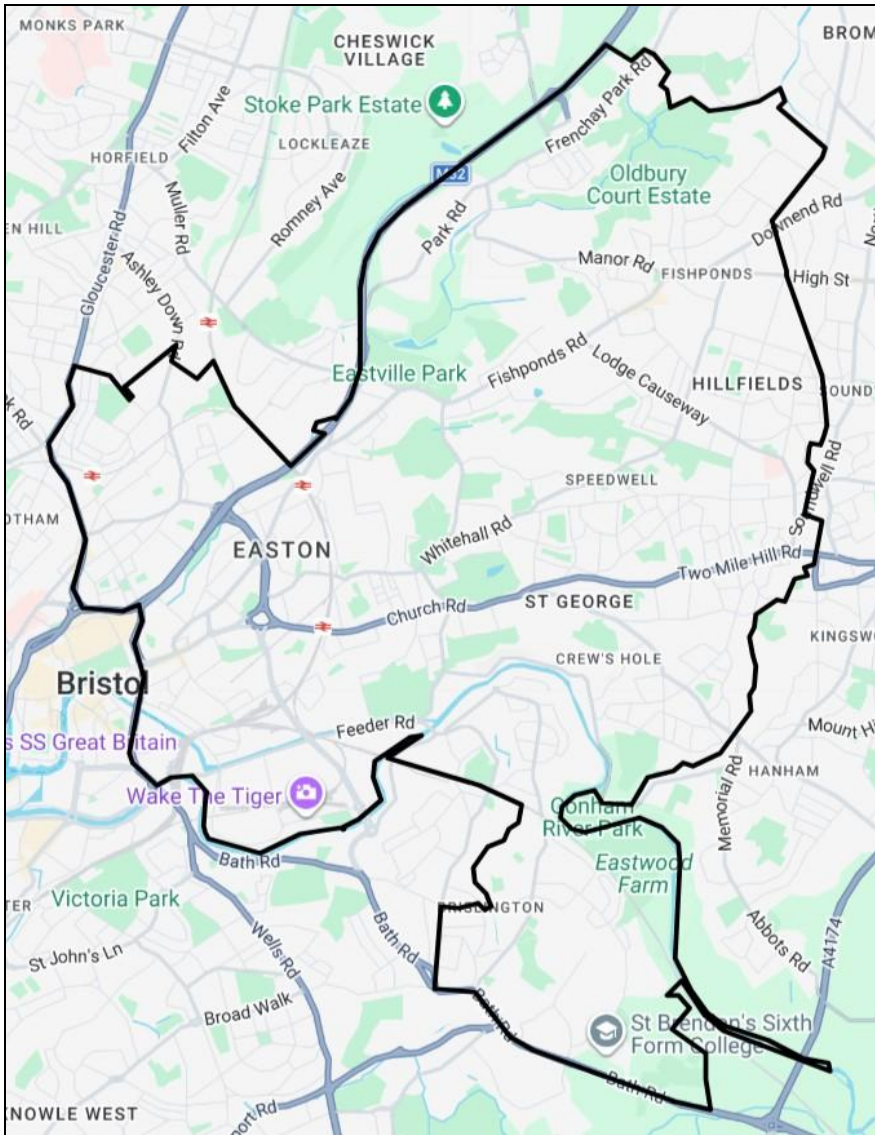
### *Priority Two*

- Eastville
- Frome Vale
- Brislington East
- St George Central

### *Priority Three*

- St George  
Troopers Hill
- St George West

# East Central area



Source: Local Insights

## South Bristol Priorities

- Ensure all children and young people are aware of and able to access 224 Youth Zone, particularly those least likely to engage.
- Develop and deliver a coordinated detached youth work offer in response to identified gaps in provision.
- Increase high-quality play and youth provision in areas of greatest need, with a focus on underserved groups. (see priorities below)
- Use data, youth voice, and partnership intelligence to ensure delivery is responsive to emerging needs.

### South Bristol Priority Groups:

- Looked After Children
- LGBTQIA+ young people
- Children and young people with SEND
- Young people of colour
- GRT Children and Young People
- Young Carers

### South Bristol Priority Areas:

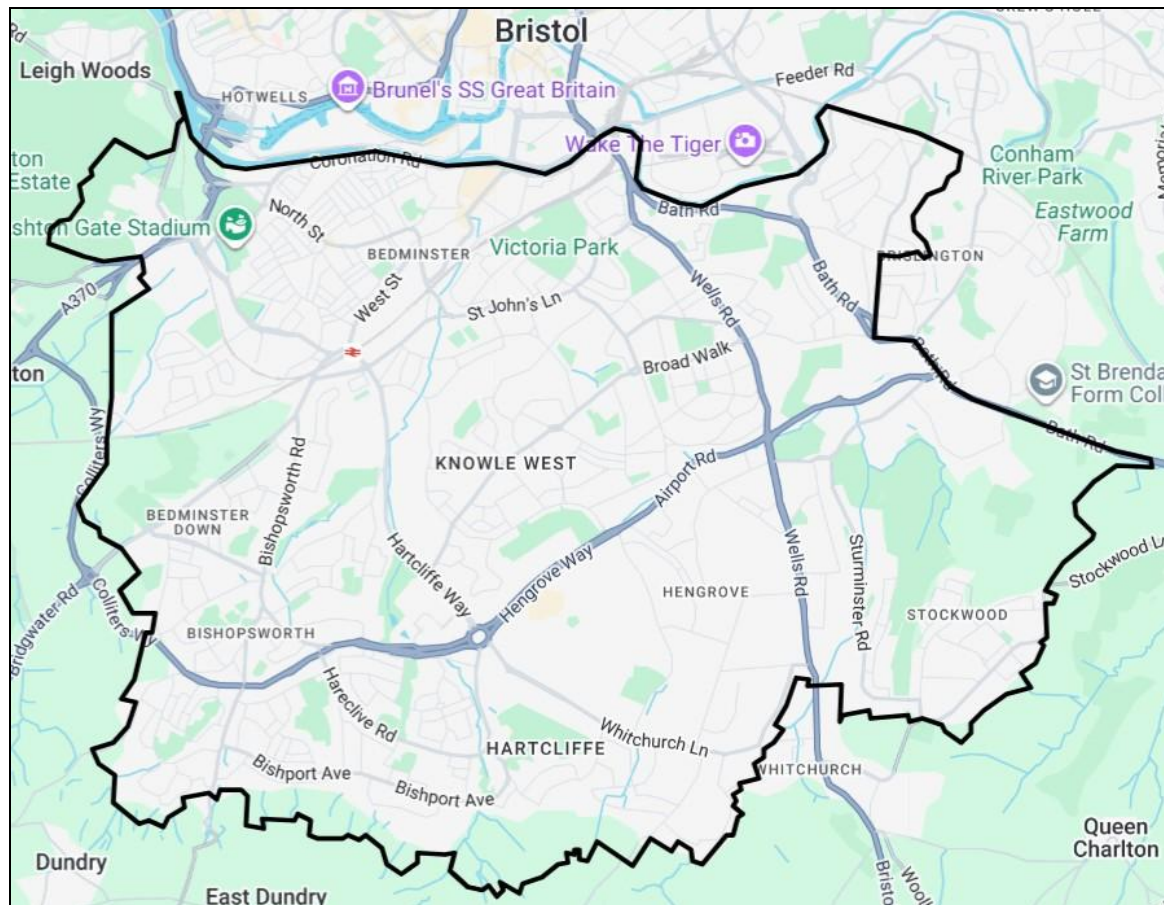
#### *Priority One*

- Hartcliffe and Withywood
- Hengrove and Whitchurch Park
- Filwood
- Knowle

#### *Priority Two*

- Stockwood
- Bishopsworth
- Bedminster
- Brislington West

## South Bristol area



Source: Local Insights

More information about the Youth and Play Development Plans can be found on the Children & Young People's website at [www.childrenandyoungpeoplebristol.co.uk](http://www.childrenandyoungpeoplebristol.co.uk)