





**Welsh Government Youth Support Grant 2021-2022 Application Process**

These notes are intended to support and guide Third Sector services/provisions in applying for a grant which is available through funding obtained in partnership with the Welsh Government, Bridgend County Borough Council (BCBC) and Bridgend Association of Voluntary Organisations (BAVO). Small grants (of up to £3,000) are available for voluntary sector services to deliver open access provisions to young people in Bridgend County, therefore, the guidance notes below will aim to support and guide applicants throughout the process: -

**Grant Application Criteria: -**

As part of the grant allocation process, any services applying for this funding must demonstrate that they have the ability and capacity to meet the following criteria: -

1. Support and/or deliver open access, targeted and specific youth work provision that meets local need and targets the most vulnerable young people.
2. Demonstrate the capacity to work closely with BCBC in order to provide additional opportunities to young people who require additional support outside of their school environment.
3. Qualified youth work staff funded by the Youth Support Grant are required to be registered with the Education Workforce Council. This must be confirmed prior to any successful grant funding being awarded.

**Additional Criteria: -**

A proportion of the grant will be ring-fenced specifically for provisions and services that are able to deliver open access services to young people through the medium of Welsh, as well as to young people with additional learning needs, and/or disabilities.

**Partnership Expectations: -**

Successful applicants will be expected to maintain close communication with the commissioning body (BCBC) and will be encouraged to support any monitoring and evaluation exercises. Staff development will also be a priority in any partnership arrangements between BAVO and BCBC, so staff operating open access youth provisions must complete a range of training opportunities. However, this grant must not be used to fund generic training such as safeguarding, health and safety and food hygiene.

In addition, successful applicants will be required to take part in a series of open access youth work meetings through the ‘Bridgend Youth Matters’ group in order to remain informed of any updates, share good practice and further inform any evaluation methods.

**Grant Application and Allocation Process: -**

The grant application will be available from Friday 6 August 2021, and will close at 4pm on Friday 20 August 2021. All completed grant application forms will be expected to be returned to [owen.shepherd@bridgend.gov.uk](mailto:owen.shepherd@bridgend.gov.uk). Any grants will be allocated to successful applicants based on the highlighted need within the operating area. Depending on the need identified throughout the application process, a proportion of funding will be allocated to each successful service, which will range between a few hundred and three thousand pounds, reflecting their ability to effectively meet the criteria. Applicants will therefore be advised to illustrate the need for open access provisions for young people within the operating area as effectively as possible.

All applications will be considered individually and will be considered in alignment with the given criteria. A scoring system will be used by the panel who will be considering each individual application. This panel will consist of the commissioning representative from the Statutory Sector (Youth Development Coordinator), BAVO and a nominated body from the Bridgend Youth Matters group, who will be representing the interests of the third sector youth services. Scoring and allocation of the grant applications will take place during the week of the 23 August 2021, and all applicants will be informed of the outcome shortly after.

**Monitoring and Evaluation: -**

Successful applicants/provisions will be expected to report against any specific outcomes outlined in their application. In addition, they will be expected to comply with regular monitoring visits from the commissioning representative. In addition, all services/provisions are expected to be able to demonstrate basic monitoring abilities in terms of finance and staff training, policies and procedures and young people’s attendance. This will be monitored through regular visits by the commissioning representative.

***Please note: any deviation from the content agreed in your application will need to be highlighted, and agreed, before change of delivery commences.***

If you have any additional questions relating to this application process, or regarding the grant in general, please contact Owen Shepherd on 01656 642697 or email owen.shepherd@bridgend.gov.uk

**Application form Guidance Notes: -**

These notes are intended to guide applicants in ensuring that they are able to provide as much relevant detail as possible within the application form.

1. ***Organisation/Provision Detail*** – This section requires you to illustrate the kind of open access provision you are able to offer to young people. Please use this section to demonstrate how the grant will allow you to deliver, or improve open access provision for young people. In addition, where possible, attach and forward all of the additional information which will support your application, these will include mission statements, action plans, financial projections (please see list), all of which will support your application.
2. ***Local Need for Young People*** – Applicants are advised to fill in this section as much as possible in order to illustrate the level of need for young people within your operating area. The proportion of information presented within this section will support the application process and will contribute to the amount in which the panel will allocate to the provision.
3. ***Staff Information –*** Please detail as much information as possible in terms of staff and volunteers who are supporting in the delivery of the provision. This will allow the panel to support you in receiving any additional help, support and/or training which will be available through BAVO in collaboration with this grant application process.