



In partnership with:



**JOHN LYON'S  
CHARITY**

CELEBRATING 30 YEARS  
OF GRANT-GIVING  
1991-2021

**SPACE2GROW CHILDREN AND YOUNG PEOPLE'S FUND  
SPACE2GROW #21 –HOME, SCHOOL COMMUNITY GRANTS  
MINIMUM ELIGIBILITY CRITERIA**

## SPACE2GROW CHILDREN AND YOUNG PEOPLE'S FUND

One of the cornerstones of the work of Young Barnet Foundation is to raise funds to feed a grants pot, open to local groups to help with the provision of activities and services. We want to see more supportive youth services operating throughout Barnet, promoting and growing opportunities and raising the aspirations of our children and young people.

**Young Barnet Foundation Vision & Mission** - it is important that you understand who we are and why we do what we do and that as a member you are committed to supporting our aims, mission and vision.

### **Our Vision**

Where Barnet as one community, invests in all our children and young people, ensuring that they have opportunities for fun, growth, connection, success and celebration - helping today's children become tomorrow's confident, successful adults.

### **Our Mission**

Space 2 Grow - ensuring that children and young people can access local opportunities, in safe spaces, to grow and develop to be the best that they can be.

As a membership vehicle, we provide strong fundraising and capacity building support to the local voluntary sector. Driving new initiatives and supporting existing services by working in partnership with our members, both community and statutory partners, local businesses and residents of Barnet.

### **Context to this round of funding:**

As part of the John Lyon's Charity's long-term response to the COVID-19 pandemic, they are making available additional funding to the eight London based Young Peoples Foundations (YPFs), which includes Young Barnet Foundation. This is to distribute as small grants to our membership. YPFs are able to reach elements of the Children & Young Peoples specific Voluntary, Community, Faith and Social Enterprise (VCFSE) sector, which due to funding policies are often beyond the John Lyon's Charity and other larger funders reach. The ambition is for this funding to help facilitate a vibrant and thriving grassroots VCFSE sector despite the impact of COVID-19, and that through this funding, some of these organisations become more viable and eligible to secure funds directly from larger funders.

### Applicant Information Summary

#### Aim of the Fund

This round of funding (Known as Space2Grow#21 – Home, School Community Grants) is aimed at organisations who target children and young people whose needs are greatest and support YBF's ambition of developing and enhancing the capacity and sustainability of the local children and young people's Voluntary, Community, Faith and Social Enterprise (VCFSE) sector. One of the main outcomes of this funding is to help develop a vibrant and thriving grassroots VCFSE sector, in spite of the impact of COVID-19, with the hope that organisations become more viable and eligible to secure funds directly from larger funders (including the John Lyon's Charity).

Specifically, we seek applications from organisations whose income in the last Financial Year was less than £100,000 and who are full Members of Young Barnet Foundation. Applicants must have undertaken the Young Barnet Foundation Member Renewal Process by the time of the closure of the application process.

The following exclusions will apply in addition to those indicated in the Terms and Conditions for this round of funding:

- Income in last Financial Year must be less than £100,000
- Organisations must not have received previous funding directly from the John Lyon's Charity
- Schools may not apply for this funding.
- Supplementary Schools may only apply for this funding for activities outside of delivery of core subject and mother tongue lessons
- To accurately measure the impact of these grants, the funds awarded cannot be match funded or combined with additional small grant funds from other sources.

We will invite applications that clearly demonstrate how young people will be supported over the coming 12 months following the ongoing Covid-19 pandemic; applications should demonstrate how the project is responding to identified local needs, in particular those which have emerged or escalated as a result of the pandemic.

Applicants may apply for support for new or existing projects; however, the funding may not be used as match funding, nor in combination with any other round of Space2Grow funding. Funding requests for projects which are exclusively Holiday Activities will not be accepted, as there will be further rounds of Space2Grow funding exclusively for this.

We are specifically seeking applications for projects/activities for children, young people and/or families that:

- Undertake Early Intervention and Prevention
- Promote Physical Activity
- Encourage Young People to enjoy Outdoor Space and Activities
- Addresses Mental Health
- Employability & Life Skills

Applications must also demonstrate at least one of the following elements:

- Meeting emerging need (in particular those which have emerged or escalated as a result of the pandemic)
- Piloting a new initiative (with aim of using data to seek further funding)
- Upscaling of an existing project with proven track record
- Collaboration with YBF member organisation(s)
- Support the Charitable Purposes of the Charity

	<ul style="list-style-type: none"> <li>• Develop the Charity and/or Trustees</li> </ul> <p>Applications are particularly welcome from member(s) who have not applied for or received Space 2 Grow funding in earlier rounds. However, the fund is also open to those who have either previously applied or been granted funding, subject to the exclusions above.</p> <p>Applications must demonstrate evidence of need and how the project/service is youth led - this is to ensure CYP co-design/buy in to make sure that projects are wanted by CYP and/or Families. Where possible applications should show where participants will come from. e.g. existing or signposted from statutory service/school or partner YBF organisation(s).</p> <p>Applications must adhere to National Youth Agency COVID-19 guidance and confirm in writing that they will deliver within the framework at any given time. They must also agree to provide COVID-19 risk assessments for delivery on request.</p> <p>In addition, successful applicants will be required to attend 3 support workshops on Bid Writing, Monitoring &amp; Evaluation completion and Organisational Governance. These workshops will also be open to unsuccessful applicants.</p>	
<b>Geographical Area of Benefit</b>	This fund is open to VCFSE members who deliver activities and services for children and young people living or at school/college in the London Borough of Barnet.	
<b>Total Funding Available</b>	£50,000	
<b>Contribution of Grant</b>	100% John Lyon's Charity	
<b>Size of Grants Available</b>	We are inviting applications for grants between £2,500 -£3,000	
<b>Support to prepare and submit your application.</b>	<p>As a Member of Young Barnet Foundation, you have access to help and support in preparing and submitting grant applications through our Fundraising Manager, Debra Yardley.</p> <p>If you feel you need support with this application, then please use the form at <a href="https://www.youngbarnetfoundation.org.uk/space2grow21">https://www.youngbarnetfoundation.org.uk/space2grow21</a></p> <p>If you have any technical questions regarding how to submit your application, then please contact our grants administration team at <a href="mailto:grants@youngbarnetfoundation.org.uk">grants@youngbarnetfoundation.org.uk</a></p>	
<b>Deadlines</b>	<b>Open for Applications</b>	<b>Thursday 13<sup>th</sup> January</b>
	<b>Application Deadline</b>	<b>23:59, Wednesday 9<sup>th</sup> February 2022</b>
	<b>Panel Meeting</b>	<b>w/c 7<sup>th</sup> March 2022</b>
	<b>Applicants informed</b>	<b>w/c 21<sup>st</sup> March 2022</b>
		<b>N.B all dates subject to change due to operational requirements</b>
<b>Completion</b>	All grant funded projects must be completed within 12 months of grant award*.  <i>*unless agreed otherwise</i>	

**Minimum eligibility criteria:**

- Your organisation must either be based or deliver services for children and young people in Barnet.
- Applicants must be a member of the Young Barnet Foundation at 31.12.21 (complying with the YBF membership criteria) – membership is free.
- You must have completed the Young Barnet Foundation Membership renewal process by the time of application submission
- Income in last Financial Year must be less than £100,000
- Organisations must not have received previous funding directly from the John Lyon’s Charity
- Schools may not apply for this funding.
- Supplementary Schools may only apply for this funding for activities outside of delivery of core subject and mother tongue lessons
- To accurately measure the impact of these grants, the funds awarded cannot be match funded or combined with additional small grant funds from other sources.
- Funding requests for projects which are exclusively Holiday Activities will not be accepted, as there will be further rounds of Space2Grow funding exclusively for this.
- Applicants must be a Voluntary, Community, Faith and Social Enterprise (VCFSE) sector organization as for example defined by the National Council for Voluntary Organisations: [Definition](#)
- Applicants must not be one of the excluded types of organisations as outlined below
- All face-to-face activity should take place in Barnet for Children and Young People.
- All of the proposed activity must be delivered during within 12 months of grant award, unless otherwise agreed.
- Your organisation must have a bank account registered in the name of the organisation, with a minimum of two signatories.
- Your organisation must have the necessary systems, policies and procedures that fulfil legal requirements e.g. accounts, health and safety, equal opportunities, insurance, safeguarding etc (these requirements may be checked as part of the application process).
- All staff working to deliver the project must be DBS checked and organisations must follow strong safeguarding procedures as detailed in their safeguarding policy. This will need to be submitted with your application for funding.
- Your organisation must have a Risk Assessment in place for all activities.
- Grants must be for universal services, i.e. cannot be for religious or political activity which is not for wider public benefit (see table of excluded types of organisations below)
- Applications will only be considered if received by the deadline.

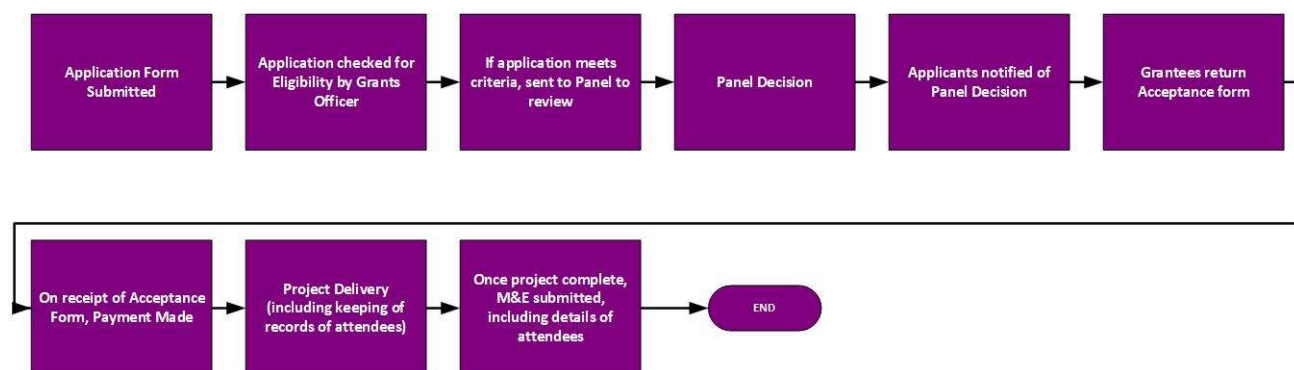
**Exclusions: Young Barnet Foundation's mission is to support the local CYP VCFSE; therefore, the Grants Panel cannot consider applications for/from the following: -**

Sole benefit of individuals.	Bursaries for higher education (including postgraduate)
National organisations with no track record of delivery in the Charity’s beneficial area	Programmes that fall under PHSE or Citizenship.

Other grant-giving organisations	Conservation and environmental projects where the project is primarily conservation focused and not children and young people.
Housing Associations	Core costs for umbrella bodies or second tier organisations
Hospitals, Hospices or Clinical Commissioning Groups	Political or religious activities (although secular projects by faith groups are welcomed where there is a wider community benefit).
Statutory bodies to fund their normal services or activities (including Schools etc).	Retrospective funding.
Projects that aim to teach healthy eating and reduce obesity	Therapeutic gardens or school vegetable gardens
Salaries of post employed by local authorities, including staff salaries in schools	Hardship appeals
Supplementary Schools provision including Mother Tongue teaching	Continuing or Regular delivery of existing services
For statutory obligations	School journeys or trips abroad
General charitable appeals	Events/activity whose principal aim is to raise funds for other organisations.
Lobbying and campaigning	Medical care (including rehab) and resources
Endowment funds	Feasibility studies
Research	Funding to meet an overspend on a project funded elsewhere.
Telephone helplines	Non-Young Barnet Foundation Members

This is not an exhaustive list and applicants should contact us if they are unsure whether they qualify to apply.

### Application Process:



Applications must be submitted online using the form available on the Young Barnet Foundation website, <https://www.youngbarnetfoundation.org.uk/space2grow21>

### Match funding:

As discussed above, to accurately measure the impact of these grants, the funds awarded cannot be match funded or combined with additional small grant funds from other sources.

### Delivery, Partnerships & Networks:

When scoping your project, we would ask you to consider which partners you can work with, both from the VCFSE and Statutory Services (children’s Centres, Schools, 0-19 Hubs).

### **Geographic Location:**

This fund is open to VCFSE members who deliver activities and services for children and young people living or at school/college in the London Borough of Barnet, subject to the exclusions above.

While no specific geographic locations within the Borough are given greater consideration than others, your application should show the need which you are meeting, if possible, using data.

### **Project Start:**

Projects must be delivered within must be completed within 12 months of grant award\*.

*\*unless agreed otherwise*

### **Decision Making Process:**

**Assessment:** Applications will initially be assessed by the YBF Grants Officer and staff against the funding criteria.

**Funding Panel:** Eligible applications will then be reviewed by an independent Funding Panel composed of a mix of stakeholders. These may include (but are not limited to):

- Representative(s) from the Young Barnet Foundation board of Trustees
- A representative from John Lyon's Charity
- A representative from the Local Authority
- Young Barnet Foundation Funder Representative
- Young person(s)
- A representative/s from other appropriate funding agencies may also be invited to attend
- Local based representatives

The funding panel's decision is final. There is no appeal process in place. Due to the expected volume of applicants, it will not be possible to give feedback at this time.

**Panel Outcome:** Applicants will be notified of the outcome of their application no later than the w/c 21<sup>st</sup> March 2022 however, if applications are assessed on a continuous basis, we will aim to inform applicants as soon as a decision has been made.

### **Grant Monitoring Process:**

Successful applicants will be provided with full details of the Monitoring & Evaluation Process. This is not designed to be difficult but is needed to demonstrate the difference your project has made.

The Monitoring & Evaluation form will therefore ask you to provide:

- Details of the numbers of Children and Young People who attended your project
- Details of the Support Workshops your organisation attended
- An outline of the achievements of the project
- An anonymised quote from a participant
- A quote from one of your staff or volunteers
- Photos of your activity, and confirmation that the appropriate permission has been sought
- Any issues caused by Covid-19
- Whether you met your proposed numbers of attendees, and if not any reasons for this
- What difference undertaking the project, and the support from Young Barnet Foundation has made to your growth and sustainability as an organisation.

The data provided will be shared of the funders.

Monitoring & Evaluation must be submitted within **2 weeks** of the completion of the project, via the online form at <https://form.jotform.com/213212648754355>

We are encouraging all our members to consider joining us in using the *Upshot* monitoring and evaluation web-based tool. For more information, please contact Young Barnet Foundation. Costs are extremely competitive for an organisation at less than £5 per week for Members (£240.00 inc. VAT p/a). Whilst using *Upshot* is not a compulsory requirement for your Space2Grow application, we encourage you to consider the benefits to your organisation of using this data collection and management system. Young Barnet Foundation can provide full training to use the system and the software can be used for use throughout your organisation and not just for the Space 2 Grow funded project. Further information available at <http://upshot.org.uk/>

If you as an organisation have an existing monitoring & evaluation system in place, we will be pleased to receive reports produced by this, provided it fulfils the minimum Monitoring requirements for the Space2Grow fund.

Please note: reporting is not designed to be onerous, however, we need to evidence the impact of funding so that we can grow local funding to support the sector further along with accounting for Public Money.

### **Informing us of significant events.**

It is necessary for you to keep Young Barnet Foundation informed of any significant events that will have an impact on the work that we are funding, or on your organisation. Please do not wait until the end of your grant to advise us of these changes.

You should inform Young Barnet Foundation immediately if any of the following changes occur:

- A major organisational change or new policy direction
- A change to your organisation's name or constitution
- Significant and unexpected changes to your Trustee board
- A severe funding crisis or other threat to the viability of the organisation including insolvency
- A potential merger
- Winding up of the organisation
- Any other significant change to your organisation or project.

### **Terms and definition**

**VCFSE** (Voluntary, Community, Faith and Social Enterprise)

**VCFSE** (Voluntary, Community, Faith and Social Enterprise), sometimes referred to as the Third Sector, is the term used to describe the range of organisations which are neither state nor the private sector. It includes organisations such as associations, self-help and community groups, voluntary organisations, social enterprises, housing associations, mutuals and co-operatives. Such organisations are sometimes, but not always, charitable (as defined in law) but may be registered charities. VCFSE Organisations are independent of government; 'value-driven' – that is, they pursue social, environmental or cultural objectives rather than primarily aiming to make profit; they reinvest any surpluses, or in the case of Social Enterprises all surpluses, in the pursuit of their objectives.

A **constituted group** is a **group** of people who come together to further any objective; in this case, to support children and young people. The **group** is run on a voluntary basis and is set up as a small organisation in its own right, with a management committee, constitution and its own bank account.

**This document is expected to be read in conjunction with the Space 2 Grow Children and Young People's Fund (no.21) Terms and Conditions.**

### **Further information**



For further information on any aspect of the Space 2 Grow – Children and Young People’s Fund please visit [www.youngbarnetfoundation.org.uk](http://www.youngbarnetfoundation.org.uk) or email [grants@youngbarnetfoundation.org.uk](mailto:grants@youngbarnetfoundation.org.uk)

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