



SPACE2GROW CHILDREN AND YOUNG PEOPLE'S FUND

SPACE2GROW #30 – MICRO ROUND

MINIMUM ELIGIBILITY CRITERIA

Applicant Information Summary	
Aim of the Fund	<p>As part of Young Barnet Foundation's core mission to support and build capacity within the Children and Young Peoples Voluntary Sector within the London Borough of Barnet, Space2Grow#30 – Micro Round is aimed at helping those Young Barnet Foundation members who have re-applied for membership in 2023 to deliver either:</p> <ul style="list-style-type: none"> • Training & Development to their staff and / or trustees • Purchase of Capital Equipment • To buy in a workshop or service from another YBF member (except for the provision of Holiday Activities) <p>Organisations applying must have a turnover of £250,000 or less in the most recent financial year.</p> <p>The maximum grant size is £250. The proposed expenditure should contribute to the organisations core Charitable objectives, and demonstrate the ability to either support existing provision or build the capacity of the organisation. This can include Continuing Professional Development to enable staff to maintain existing accreditations or qualifications.</p> <p>Where possible, applicants will be asked to provide evidence of the need for such training, capital expenditure, or workshop or service having been identified via individual Training & Development plans, or within the organisations operational plan.</p> <p>Where applicants are applying to purchase IT equipment, they must provide evidence that they are purchasing from an organisation that provides a discount to Charitable organisations. Young Barnet Foundation can provide information about such organisations in advance of application upon request.</p>
Geographical Area of Benefit	<p>This fund is open to VCSE members who deliver activities and services for children and young people living or at school/college in the</p>

	London Borough of Barnet. Applicants must have submitted their re-application for membership of Young Barnet Foundation in 2023 to be eligible to apply for this funding, and have a turnover of £250,000 or less in the most recent financial year.	
Total Funding Available	£3,500	
Contribution of Grant	Fundraising Internally	
Size of Grants Available	Applications should not exceed £250	
Deadlines	Open for Applications	14th March 2023
	Application Deadline	Once funds all allocated or 31st December 2023 whichever is soonest.
	Panel Meeting	n/a
	Applicants informed	Within 28 days of application
Completion	All grant funded projects must be completed within 3 months of the award *unless agreed otherwise	

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

All children and young people thrive.

Our Mission

Every child and young person in the borough of Barnet has access to activities, opportunities and support services which meet their needs.

Projects will deliver *at least one* of the following key objectives: -

- Support the Charitable Purposes of the Charity
- Develop the Charity and/or Trustees

Applications will be assessed against:

- Evidence of need
- Quality of planning of project, showing proposed delivery

- Value for money
- Confirmation that Monitoring and Evaluation requirements will be completed including the agreement to provide quantitative data along with case studies and quotes

Who can apply?

- Please see Applicant Guidance later in this document.

Eligible projects:

- Please see Applicant Guidance later in this document.

Match funding:

- There is no requirement to have match funding as part of the project and 100% grant funded projects will be considered. However, we do assess and score projects in terms of the 'leverage' that our grant may bring about in terms of cash match funding and in-kind contributions. We aim to give advice to applicants and signpost them to other funders.

Delivery, Partnerships & Networks:

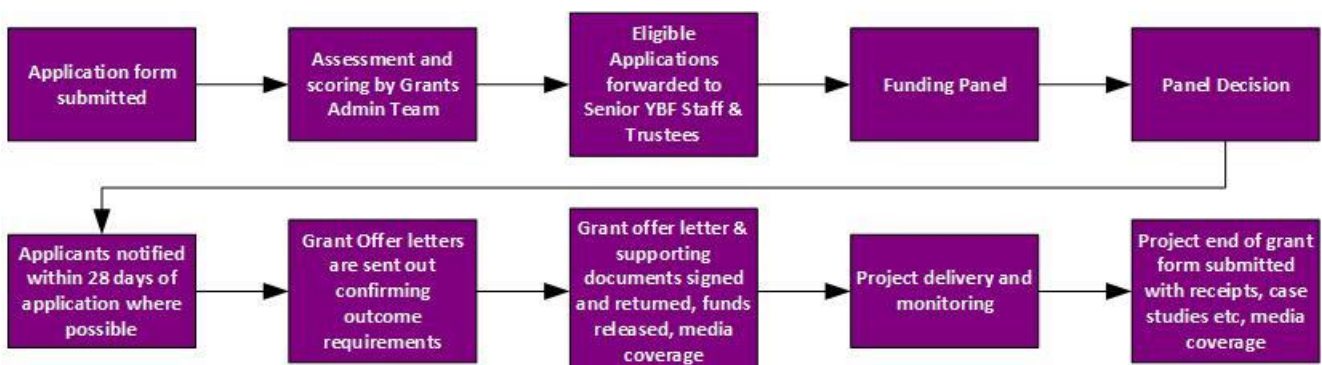
- We want to encourage projects that develop or strengthen delivery of services to children and young people through partnerships between organisations or through networks. The panel are happy to consider applications for match funding.
- While Young Barnet Foundation cannot recommend any specific providers of Training & Development, we have used a range of such providers which includes (but is not limited to):
 - <https://www.smallcharities.org.uk/training>
 - <https://mediatrust.org/events/>
 - <https://www.thefore.org/skills-training/>
 - <https://booking.ncvo.org.uk/training>
 - <https://www.charitycomms.org.uk/events/types>
 - <https://www.dsc.org.uk/training/>

Geographic Location:

- The fund is open to CYP projects within the London Borough of Barnet.

Project Start:

- Applicants are asked to apply only if their project can proceed within 3 months of the grant award confirmation. If planned start date is outside of the 3 months, please contact Young Barnet Foundation before applying as your application may still be considered. See application and project delivery flow-chart below for your information.



Minimum eligibility criteria:

- Applicants must be a member of the Young Barnet Foundation at date of launch (complying with the YBF membership criteria) – membership is free.
- Applicants must have a turnover of £250,000 or less, in the most recent financial year.
- Applicants must be a voluntary and community sector organisation as for example defined by the National Council for Voluntary Organisations:

<https://data.ncvo.org.uk/profile/voluntary-sector-definition/#:~:text=Voluntarism%3A%20They%20involve%20a%20meaningful,work%20to%20benefit%20the%20community>

- Applicants must not be one of the excluded types of organisations as outlined below
- **The purpose of the grant must be:**
 - **to pay towards the delivery of Training or Development opportunities via an appropriate provider of such training. The proposed training should contribute to the organisations core Charitable objectives, and demonstrate the ability to either support existing provision or build the capacity of the organisation. This can include Continuing Professional Development to enable staff to maintain existing accreditations or qualifications.**
 - **To purchase Capital Equipment which enables the organisation to undertake its Charitable Purpose**
 - **To buy in a workshop or service from another YBF member (except for the provision of Holiday Activities)**
- The project/activity/programme for which funding is being sought does not have to be new but should be based on a need or an identified gap/need in service.
- Applicants must have a bank account in the name of the organisation or group, which requires at least two joint signatories, who are not related, for all transactions.
- Have the necessary systems, policies and procedures that fulfil legal requirements e.g. accounts, health and safety, equal opportunities, insurance, safeguarding etc (these requirements will 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.
- Grant funding must be spent and projects completed within 3 months of grant award.
- The Space2Grow fund is not able to fund continuing projects which take place over a number of years
- We encourage all members to undertake the self-assessed *Charity Excellence Framework* quality mark or the more advanced *London Youth Quality Mark* scheme. This is not a condition merely an encouragement to ensure that organisations are aware and supported to adopt procedures that help them develop and offer required safeguards to their organisation and the young people they support. Should you already have completed either quality mark please indicate this within your application

When to bid:

Grants Pot	Funding Available	Open	Closed	Panel Decision
30	£3,500	14 th March 2023	Once funds all allocated or 31st December 2023 whichever is soonest	N/A

*NB: Please note these dates may be subject to change due to circumstances beyond our control

Grant Monitoring Process:

All grant recipients will be required to monitor their projects against pre-determined criteria provided and submit monitoring reports. Reports will be required at the end of the project, as agreed with the Grants Committee. This monitoring will not be onerous, but will include:

- How the Charity's grant was used including relevant documentation, receipts etc.
- Numbers of staff and / or trustees who undertook the training and development.
- Evidence of any qualifications and / or accreditations gained or maintained
- Evidence of equipment purchased.
- Evidence of a workshop or service from another YBF member
- A quote from your organisation regarding the impact the grant has made

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.

Application process:

Applications must be submitted online using the form available on the Young Barnet Foundation website, www.youngbarnetfoundation.org.uk/space2grow30

Decision Making Process:

Assessment: Grants will be reviewed to ensure eligibility by Young Barnet Foundation Grants Administration staff. Eligible applications will be forwarded to Senior Young Barnet Foundation Staff and Trustees for review and decision.

The review and decision process will be undertaken each 2-3 weeks that the fund is open, until all funds are allocated. 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 within 28 days of submission, where possible. The outcome of the application may be:

- Full Grant
- Partial Grant
- Decline / Not Eligible
- Where we have declined an application, we will try to signpost your application to other funders, partners or members who may be able to assist.

Funding criteria:

<ul style="list-style-type: none"> • Applications can be for sums up to a value of £250.
<ul style="list-style-type: none"> • Funds must be used to pay towards: <ul style="list-style-type: none"> ○ Training & Development to their staff and / or trustees ○ Purchase of Capital Equipment ○ To buy in a workshop or service from another YBF member (except for the provision of Holiday Activities)
<ul style="list-style-type: none"> • Where possible, applicants will be asked to provide evidence of the need for such training, equipment or workshops having been identified via individual Training & Development plans, or within the organisations operational plan.
<ul style="list-style-type: none"> • Funding must demonstrate that the training, equipment or workshops will support organisations to meet the needs, outcomes, priorities and objectives for children and young people in the local area.
<ul style="list-style-type: none"> • We welcome applications to enhance Governance arrangements for the organisation.
<ul style="list-style-type: none"> • Applications which utilises Space2Grow funding as match funding for a larger project are acceptable (provided applicants can demonstrate that additional funding is already secured and projects will be delivered within the timescales indicated in this document)
<ul style="list-style-type: none"> • Applications for trustee training will be considered, providing there is a clear rationale and identified need for this.
<ul style="list-style-type: none"> • Each application will be judged on its own merits and be subject to the judgement of the Grants Committee.
<ul style="list-style-type: none"> • All sections of the application form must be completed in full (unless stated otherwise within the form)
<ul style="list-style-type: none"> • Applying successfully or otherwise for previous Space 2 Grow grant rounds does not preclude you from applying for Space2Grow#30

Exclusions: Young Barnet Foundation's mission is to support the local CYP VCS; 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). Please see 'Minimum eligibility criteria' above.	Retrospective funding.
For statutory obligations	Overnight school journeys or trips abroad
General charitable appeals	Events/activity whose principle 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
Applications for the provision of School Holiday Activities	

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

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.30) 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 or email grants@youngbarnetfoundation.org.uk

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