

Newcastle Youth Fund

Application Form Template
June 2023



1. Start

Important

Applications welcome between Wednesday 21st June to Tuesday 18th July 2023. We will notify successful applicants by October 2023.

Introduction to the Newcastle Youth Fund

The Newcastle Youth Fund provides funding for not-for-profit organisations to run activities or support services for young people aged 13 - 19, or up to 25 with special educational needs and disabilities (SEND), in Newcastle localities.

Read the [guidance for applicants](#) for more information

Eligibility

(You must be able to answer yes to both of these questions to be eligible for this fund)

Are you applying on behalf of a charity, voluntary and community group, or not-for-profit organisation?

Yes

No

Are you applying for a project that benefits young people in Newcastle aged 13 to 19 years old (or up to 25 if they have special educational needs or disabilities)

Yes

No

2. Projects docs and details

Upload your documents

Upload the following documents as part of your application. We cannot accept applications without the correct documents included.

- public liability and employers liability insurance policies
- safeguarding policy reviewed in the last year
- health and safety policy reviewed in the last year
- equality and diversity policy reviewed in the last three years
- a copy of your governing document (such as Articles of Association, Constitution or Memorandum of Association)
- your last two annual accounts (if they exist)
- a bank statement

- video or media file evidencing youth voice in the project (upload a video or other media produced by young people, telling us what young people will get out of this project and how your organisation supports their ideas and involves them in decision making. The file will only be used for the purposes of evaluating your application.)

Organisation details

Name of organisation applying for funding:

I am applying on behalf of:

- A registered charity
- A community or voluntary group
- A not-for-profit company (such a community interest company or social enterprise)
 - Charity number:
 - Company number:

Name of lead young person:

Project details

Project name:

Please give a short name for the project you are applying for (not the name of your organisation)

Is this a new or existing project?

- New
- Existing

Is this project currently funded by Newcastle Youth Fund?

- Yes
- No

If yes, why are you asking for additional funding? (maximum 150 words)

For example, what has the project achieved, how has it been successful and why is it still needed?

Please highlight any variations to the project from the previous round to this round of funding. (Max 150 words)

When will the project start?

When will the project finish?

In which locality will you deliver the project?

Your organisation can submit a maximum of four applications in total. This can either be for the same type of project in different localities or two different types of interventions in the same locality. Read the guidance for applicants for information on which areas are in which locality

- East
- North
- Inner West
- Outer West

How have you identified the needs of young people in this locality and how do you plan to meet these needs? (maximum 150 words)

In which ward(s) will you deliver the project? Please also state any particular hotspots that you will focus on e.g. specific estates/streets, parts of Wards. (maximum 150 words)

Are you applying for more than one Locality? Yes/No

If Yes, please state which other locality you are applying for, and note that a separate application must be submitted for each project.

3. Project details and funding

About your project

Describe your proposed project

Highlight the support and activities young people have told you are important, why they are needed and how it will complement other activities in the locality. If this is a continuation of an existing project, tell us what you will change about the project (maximum 300 words)

Which priorities will your project meet?

Please choose two priorities

- support young people's mental health
- support young people's physical health
- support individual and community resilience
- increase aspirations, promote education, training and employment
- reduce risk taking behaviours (exploitation, county lines, anti-social behaviour, violence, drugs and alcohol and sexual health)
- support Black and minority ethnic (BAME) young people
- support LGBTQ+ young people

- reduce social isolation and create opportunities for young people to build friendships and community connections
- increase participation in social action and volunteering
- reduce the impact of the cost of living crisis on young people
- address specific issues, such as the climate emergency or violence against women and girls

How will your project achieve the first priority you have selected? (maximum 100 words)

How will you project achieve the second priority you have selected? (maximum 100 words)

How often will this project take place? (e.g. sessions per week)

How many young people have been involved in putting forward their ideas for the project and how were they involved? (maximum 100 words)

Please tell us how you will continue to ensure the voice of young people is embedded in the project and the difference this will make? (maximum 250 words)

What will happen once the funding for this project ends? (maximum 100 words)

Please tell us who you will work with to enhance the impact of this project? For example, other organisations, partners. Explain how you will work together (maximum 200 words)

4. Project beneficiaries

How many young people will be involved in the project?

Please give a breakdown of the demographics you intend to target

These demographics may overlap - for example, you may be targeting 10 individuals aged 17-19 who all have SEND. This means that your figures do not need to add up to the total number of young people involved in your project.

	Male	Female	Other
Aged 13-14			
Aged 15-16			
Aged 17-19			
AGE GROUP TOTALS			

Special educational needs and disabilities (SEND)			
Black and minority ethnic (BAME)			
LGBTQ+			

5. Skills, knowledge and experience

Please tell us how the structure, experience, skills and knowledge of your team will enable you to deliver the project. Include volunteers and opportunities for community involvement as appropriate (maximum 250 words)

6. Funding and costs

How much will this project cost in total?

How much are you asking for from the Newcastle Youth Fund?

Breakdown of costs

(please state how much funding you are applying for and include a breakdown of costs e.g. staffing, activity costs, transport, room hire, management costs etc. please also note that management costs cannot exceed 10% of the overall project cost)

Item	Cost

Have you secured or applied for any additional funding for this project?

- Yes
- No

If yes, please include details below on who the funder is, the amount you have asked for, and whether the funding has already been secured

Funder	Amount	Duration	Applied for/secured

7. Declaration

- I confirm that the information contained in this application form is true and correct and I am authorised to submit this application and agree to the terms and conditions on behalf of the organisation. *
- Please confirm you have and are able to produce the following documentation on request for your organisation and all delivery partners: An Enhanced DBS for each of the staff (paid and voluntary) involved in the project (If you are unable to confirm this, your application will not be eligible) *
- I am authorised to submit this application on behalf of the organisation
- I agree that Newcastle City Council can publish the information provided on this form to publicise the Youth Fund funding programme or respond to Freedom of Information requests
- I understand that any funds awarded will be subject to the Newcastle Youth Fund Funding Agreement

If we offer you a grant, you will be expected to sign the funding agreement before the funding is released.

8. Contact details

First name

Last name

Add Role/position

Address Line 1

Address Line 2

Address Line 3

Town

Postcode

Phone number

Email address

Name of authorised signatory

Job role/position

Email address

9. Finance details

Bank details

Funding must go directly to the bank account of the organisation who are applying for the grant – we cannot pay money to another organisation to manage on your behalf or to personal bank accounts.

Bank account name

Bank account number

Sort code

10. What happens next?

The Newcastle Youth Panel and City Council officers will review your application and you will receive an email to say whether your application has been successful/unsuccessful in October 2023.

Getting extra help

[Read the full guidance for applicants.](#)

If you still have questions, email newcastleyouthfund@newcastle.uk