



Actively Involving Children and Young People Fund GUIDANCE NOTES

Purpose

The purpose of the Actively Involving Children and Young People Fund is:

- To ensure children and young people are involved in designing, developing and delivering community projects
- To ensure Children and young people can be involved in designing and shaping local services
- To support new and creative ways of involving children and young people for all ages from 0 -19 in local projects.

How much money is available?

Grants of between £200 and £2000 are available. A total fund of £12,000 is available to distribute. Applications can be submitted at any time from July 2010 onwards.

N.B. Funds will be awarded from July onwards until the end of March 2011 or until the fund is fully allocated.

Who can apply?

- All grants awarded must engage groups of children and young people aged between 0-19 years of age
- Applicants for the fund are welcome from: children and young people, schools, children's centres, childcare settings, voluntary organisations, charities, community groups, public organisations and private organisations in the Harrogate District
- Applications must be supported by an organisation to ensure receipt of grant.
- It is encouraged that the children and young people are already identified and involved in the project to ensure the delivery within the timescale.

What can be funded?

Grants are available to support community, environmental, sports, arts, heritage and play projects/activities. The awarded funds must deliver an outcome of benefit to children and young people, their families and the wider community.

What can't be funded?

- Work which has already taken place
- Grants to individuals
- Clothing and uniforms
- Activities of a mainly political or religious nature

The AIC&YP Fund cannot be used to fund ongoing or general commitments and running costs such as salaries/other employee costs, statutory training, rent, rates etc. This is a fund for one off expenditure.

How applications will be considered.

All applications will be considered by the Actively Involving Children and Young People Funding group on a six weekly basis against the criteria set out below.

Criteria for funding

All projects must engage groups of children and young people aged between 0-19 years of age.

Priority will be given to applications for projects and activities which:

- Benefit the wider community not just the project group
- Can show how children and young people have participated in the projects design and delivery
- Are able to clearly demonstrate Children and young people's involvement in budget planning and spending (or parents for younger age group)
- Involve volunteers or promote volunteering
- Which are intergenerational and support community cohesion
- Involved Children and young people aged 0 – 13 years
- Able to show Match Funding or In kind contributions
- Which involve more than one Partner/ organisation
- Applications must support one or more of the following: Harrogate District Strategic Partnership local priorities, the North Yorkshire Children's Trust Integrated Participation Strategy and the North Yorkshire Sustainable Communities Strategy (see Appendix 1)

All organisations receiving funds will be expected to have a commitment to equal opportunities.

Process for applications

1. Submit expression of interest to the steering group – notification for further information 5 working days.
2. Develop application – application need to be received 2 weeks before steering group meeting.
3. Approval by the steering group – Steering group to meeting every 6 weeks.
4. Notification of outcome – application to receive outcome of application within 5 working days.

Payment of grants

Administered by:

Fiona Friday
Corporate Improvement Officer (engagement/empowerment)
Department of Corporate Policy and Improvement
Crescent Gardens Council Offices
Harrogate
HG1 2SG
Fiona.Friday@harrogate.gov.uk

Conditions of grant aid

The grant acceptance form sets out the conditions of grant aid. These include:

- Spending the grant within twelve months on the project or specific item for which it was given
- Providing a copy of the organisation's accounts and any relevant receipts/invoices
- Providing any information requested for monitoring purposes.
- Participation in a showcase event at the end of the year
- Monitoring reports will be required from the applicant.
- Share best practice and be a contact for any queries, for advice and for lessons learnt.

Data protection

All grant application forms are available for inspection by members of the public and information from application forms will be held on computer. You must complete the Data Protection section on the application form

For further information

Contact:

Keri Standen/ Andi Stother
Extended Services Officer
C/o Starbeck Children's centre
High Street
Starbeck
HG2 7LL
keri.standen@northyorks.gov.uk
andi.stother@northyorks.gov.uk

Fiona Friday
Corporate Improvement Officer (engagement/empowerment)
Department of Corporate Policy and Improvement
Crescent Gardens Council Offices
Harrogate
HG1 2SG
Fiona.Friday@harrogate.gov.uk



Appendix 1

Additional information

Does your application support any of the following Harrogate District Strategic Partnership local priorities?

1. **Reduce drug, alcohol misuse and smoking**
Emphasis on education, prevention, regulation and enforcement.
2. **Increased physical activity across the Community**
Targeted at adults, vulnerable people and young people.
3. **Improved access to facilities and services**
Relating to information, cost and local delivery of health, community cultural and sports facilities.
4. **Support for independent living**
With the focus on older people, disabled and young people.
5. **Improved/accessible transport**
Improving inter-regional access and sustainable multi-purpose local transport to facilitate access to employment, services in both urban and rural areas.
6. **Access to training and skills**
Focussed on vocational training, skills courses and further education.
7. **Increased affordable housing**
Targeted at young people, older and vulnerable people and local communities.
8. **Support for parents/carers**
Focusing on children and young people and older and vulnerable people.
9. **Improved access to employment**
Emphasis on location of business, increased opportunities and sustainable business growth in both urban and rural areas to sustain local communities.
10. **Reduction of CO² Emissions**
Focused on energy efficiency, transport and sustainable technology, including promotion of renewable energy technologies.

Other Key Strategies

Harrogate District Sustainable Community Strategy:
www.HDSP.co.uk

North Yorkshire Sustainable Community Strategy & Local Area Agreement
www.NYSP.org.uk

North Yorkshire Children's Trust Integrated Participation Strategy