# Positive Future for Young People Fund (PFYPF)

# Targeted Provision for LGBTQ+ and Special Educational Needs

# 2023-2024

**Guidance Notes for Applicants**

**Thank you for your interest in the Positive Future for Young People Fund (PFYPF), Targeted Provision for LGBTQ+ and Special Educational Needs**

Please read this information carefully and in full before completing the online application form.

These Guidance Notes will assist you in making an application to the Fund, provide details on how we will assess applications and what to avoid when completing the Application form. They also provide information about how we process successful applications.

Applicants are encouraged to contact us for clarification on points unanswered within the Guidance Notes, at [**pfypf@southwark.gov.uk**](mailto:pfypf@southwark.gov.uk)**.**

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The Positive Future Programme Board will assess application proposals for this Young People Fund; The Board is composed of young people and council officers.

**Background**

In 2021, the Council ran the first round of grants from the Positive Future for Young People Fund. The Fund secured provision for young people’s activities for the period March 2022 – April 2024. This included targeted services aimed at groups of young people who may require additional support.

Unfortunately, we were unable to award a grant for two categories:

* Young people from, or whom identify with the Lesbian, Gay, Bisexual, trans + community (LGBTQ+)
* Young people with Special Educational Needs (SEN) and/or Disability.

The aim of this funding round is to find separate organisations whom are able to provide support for these two groups by offering activity programmes that are informed and shaped by what young people want, as set out in the recent Youth Review, which can be located [here](https://moderngov.southwark.gov.uk/documents/s92368/Report%20Youth%20Service%20Review.pdf).

**How much can you apply for?**

We have set aside a grant of £24,000 (per annum) for the provision of Special Educational Needs and £27,000 (per annum) for the provision of LGBTQ+ services. The grant will cover a minimum of 12 months from April 2023 to March 2024 with funding available if the successful applicant is able to mobilise the service prior to April 2023.

The council may offer a lower amount than requested following an assessment of proposal and budget.

**Eligibility Criteria for Applications**

We can only accept applications from organisations that are constituted, and are either registered charity, Community Interest Companies (CIC), Tenant & Resident Associations (TRAs) or any other non-for profit structure.

If you do not fit into one of these categories, you could approach a local organisation to enquire whether they could support your application.

**What we can fund**

* Core staff costs
* Revenue costs (e.g. salaries)
* Operational delivery costs
* Low value equipment costs (up to £1,000 – audio visual aids, sports equipment etc.)

Please note that this funding is for activities only. Organisations are required to clearly state what activities they are seeking funding for, and the outcomes they want to achieve:

**What we cannot fund**

* One off events
* Private or profit-making companies
* Capital expenditure
* Political activities
* Duplication of projects
* Items purchased and/or unspecified expenditure made prior to grant application
* General maintenance/overheads of facilities

**The Approach – Positive Future for Young People Fund’** **(PFYP)**

This is a two-stage application process:

**Stage 1 – Applications**

Applications are welcome from voluntary organisations and community groups. You need to complete the online application form, together with supporting documentation. Young people will be at the heart of the programme, therefore all applications proposals should be co-designed by young people.

The Board will assess applications. If they determine your idea is inspiring, creative and innovative enough to meet the needs of the respective group it will proceed to the next stage

Community Southwark provide resources to assist with funding applications

<https://www.communitysouthwark.org/income-generation>

**Stage 2 – Presentations**

If your initial application is acceptable at stage 1, you will be invited to present your idea(s) to the Programme Board at a presentation, details of which will be sent later.

**Project Outputs and Outcomes**

Applicants are expected to deliver one or more of the outcomes criteria. Outputs are actual numbers, i.e. working with 50 young people. Outcomes are the differences or changes that the project will have on the children or young people taking part, for example increased self-confidence.

| **Positive Future For Young People Fund - Outcomes Criteria** |
| --- |
| **LGBTQ+ Project**  To enhance the current council youth programme, we are looking for an organisation to deliver support to young people from, or whom identify with, the LGBTQ+ community.  We require at least one open access group session per week i.e. open to any young person. This session should be an opportunity for young people to socialise and meet other young people from, or whom identify with, the LGBTQ+ community. The sessions should be educational in nature, and provide young people with the opportunity to explore issues that are important to them in a safe environment.  Applicants must also provide an additional support service to young people from, or whom identify with, the LGBTQ+ community when required. This would include Information Advice and Guidance, and targeted support for individual young people with additional needs due to their sexual identity and/or gender preference.  All sessions should be delivered and co-produced with young people, and should focus upon the following outcomes:   * **Safer** – young people feel safer at home, in their neighbourhoods & in Southwark. * **Healthier** – young people & families feel more supported & able to access appropriate health & wellbeing services * **Engaged** – young people can make the most of volunteering opportunities that benefit people individually and the borough; young people have their voices heard on the issues that are important to them. * **Vibrant** – young people have access to a broad range of cultural activities   Applicants should pick at least **two** of the above which their application will be assessed upon. In the case **Engaged** applicants may choose either one or both of the outcomes, but still need to identify a second outcome from the list.  During the course of this programme the Council, via its Youth Service, will be undertaking a comprehensive needs assessment to understand how best to meet the needs of young people from, or whom identify with, the LGBTQ+ community in the future. There is an expectation that the successful applicant will support the Council in this work. |
| **Special Educational Needs and Disability Project**  The council are seeking one organisation to deliver the council’s Special Educational Needs and Disability (SEND) project.  The requirement will be for a specialist SEND organisation that can deliver at least two sessions of open access youth work a week from their own premises. This session should be an opportunity for young people to socialise and meet other young people with special Educational Needs and/or Disability. The sessions should be educational in nature, and provide young people with the opportunity to explore issues that are important to them in a safe environment. The service will need to run throughout the year, or at least in term time with a holiday programme.  The session should be open access and available to any young person with a special educational need. Sessions should be delivered in a way that enables as many young people to take part as possible.  All sessions should be delivered and co-produced with young people, and should focus upon the following outcomes:   * **Safer** – young people feel safer at home, in their neighbourhoods & in Southwark. * **Healthier** – young people & families feel more supported & able to access appropriate health & wellbeing services * **Engaged** – young people can make the most of volunteering opportunities that benefit people individually and the borough; young people have their voices heard on the issues that are important to them. * **Vibrant** – young people have access to a broad range of cultural activities   Applicants should pick at least **two** of the above which their application will be assessed upon. In the case **Engaged** applicants may choose either one or both of the outcomes, but still need to identify a second outcome from the list.  The age group for this project is 11 – 24, though applicants will be able to split the sessions based upon age. |

**Application Timeline**

| **Timetable** | |
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| Stage 1: Application online open | 7th October 2022 |
| Stage 1: Closing date for Applications | 18th November 2022 |
| Stage 2: Presentations | w/c commencing 5th December 2022 |
| Notification to applicants | 19th December 2022 |
| Programme commences | 1st April 2023\* |
| Programme ends | 31st March 2024 |

\* see comment above regarding earlier mobilisation

**Supporting Documents**

The following supporting documents must be submitted with the application via the online grants portal.

* A copy of your governing document (also known as a constitution or memorandum and articles).
* A copy of your latest Annual Report.  If this is not available, then a copy of your financial accounts, in final or draft form.
* Copies of your insurance certificate showing cover for employers and public liability
* Copies of the policies,
  + Health and Safety,
  + Equalities and Diversity
  + Safeguarding

**Submitting your Application**

The closing date for application forms is 6th November 2022, 23:59pm. Applications received after this time will not be assessed.

Applications must be submitted via the portal https://southwarkgrants.co.uk/

**Next Steps**

Council officers and young people will review the application to ensure it meets the outcomes criteria as set in the Positive Futures for Young People Fund (PFYPF). If successful at Stage 1, you will be invited to attend a Stage 2 presentation, details of which will be provided later.

If you are awarded a grant, you will need to sign and return our Conditions of Grant Funding (COGF) document before we can make any payment. [**https://www.southwark.gov.uk/assets/attach/9261/Conditions-of-Grant-Funding-2019.pdf**](https://www.southwark.gov.uk/assets/attach/9261/Conditions-of-Grant-Funding-2019.pdf)

Grant payments will be made in advance on a quarterly basis, subject to receipt and approval of a monitoring report for the previous quarter.

**Briefing sessions**

Potential applicants can attend one of the Q&A briefing sessions below, which will provide further information and advice about the funding application process.

**Q&A Briefing Session 1**

Tuesday 18th October 2022, 2pm - 3pm

**Q&A Briefing Session 2**

Wednesday 19th October 2022, 11am – 12pm

We encourage all potential applicants to attend one of the Q&A briefing sessions. To book a place, email us at [**pfypf@southwark.gov.uk**](mailto:pfypf@southwark.gov.uk). The briefing sessions will be held online via MS Teams (link sent separately).

If you are unable to attend any of the sessions, email us your query or questions.

Following the Q&A briefing sessions, a full list of FAQs will also be available on our website.

Please note - If you are unable to attend any of the briefing sessions, you can still apply!