



**young**  
manchester



**Youth and Play Fund**

**2018 - 2020**

## Foreword

Thank you for your interest in working in partnership with Young Manchester. I am delighted you are considering joining us on a journey that will see Youth and Play elevated across the city, providing more opportunities for Children and Young People to lead Healthy, Happy, Safe and Successful lives.

Young Manchester are committed to investing in activities that support young people to engage in Social Action, as we know that the skills children and young people gain through Social Action are key to their personal development and support their lifelong learning. This fund is supported by the #iwill campaign, to support Young Manchester in our commissioning process and allocation of grants, ensuring Social Action is at the heart of what we do.

We are also committed to investing in play, as we recognise the valuable contribution that play can make to a child's emotional health and wellbeing.

At Young Manchester, we will strive to build the capacity of a vibrant voluntary and community sector, to develop effective ways to work with children and young people and ensure that by having a robust commissioning process, there will be a thriving, resilient, effective and sustainable offer for young people in the City. We want to engage with children and young people and our partner providers to develop and invest in coordinated activities which will deliver opportunities and benefits to all.

We will encourage bold, creative and ambitious thinking, partnerships and collaboration to ensure we can deliver a world class youth and play provision in this great city.

Best of luck with your application,

Best Wishes,



**Michelle Farrell-Bell**

CEO - Young Manchester

## Young Manchester – doing things differently

In 2014, Manchester was selected as one of ten Local Authorities (LAs) to receive time-limited support from the Delivering Differently for Young People (DDYP) initiative, led by the Cabinet Office. DDYP provided one-off professional support to help LAs explore options, rethink the way they provide services for young people and help them consider and review models of commissioning to support positive outcomes.

As a result of this process, Manchester City Council agreed to support the development of an independent Youth and Play Trust – Young Manchester – who will take on the following key roles in the City from 2017:

**Championing** to promote the importance of young people in the city's current and future wellbeing and celebrate the success and contribution they bring

**Commissioning** to actively commission new youth and play provision to meet identified and emerging priorities, in line with a needs assessment and a Strategic commissioning strategy, including strengthening the coordination of a locality focus, provided by strategic partners.

**Funding** to maximise access to corporate and other sponsorships of youth and play services through collaborative bids, fundraising and sponsorship and to consider the trading of services and skills 'owned' by the Trust.

**Capacity building** to build the capacity and capability of Manchester's youth and play providers through networks, training and other support.

This prospectus is designed to give you an overview of the funding programme for 2018 - 2020 and help you understand what you need to put in your application. Alongside this prospectus, there is a supplementary guidance document on how to answer questions in the application form.

# Aim of the fund:

“ To support children and young people across the city to lead happy, healthy, safe and successful lives and develop a strong network of providers across the city.”



**Happy** - all children and young people grow up happy – having fun, having opportunities to take part in leisure and cultural activities, and having good social, emotional and mental wellbeing. It also means all children and young people feeling that they have a voice and influence as active Manchester citizens.

**Healthy** - the physical and mental health of all children and young people is maximised, enabling them to lead healthy, active lives and to have the resilience to overcome emotional and behavioural challenges.

**Safe** – all children and young people feel safe, their welfare promoted and safeguarded from harm within their homes and communities.

**Successful** - all children and young people have the opportunity to thrive and achieve individual success in a way that is meaningful to them. This may be in their education, through social action or in their emotional or personal lives, driving economic growth.

[In line with the Manchester Valuing Young People Strategy.](#)

# We will do this by;

- Doing more of what works well to promote well-being and independence to children and young people across the city.
- Supporting ‘start ups’ as well as established providers.
- Allowing for flexibility – one size does not fit all when looking at who we might fund.
- Enabling innovation when new approaches are needed.
- Encouraging collaboration and partnerships.
- Putting the 6 principles of Social Action at the heart of what we do.
- Building a strong network of providers across the city and ensuring an equal distribution of support across the city.

# Purpose of the Fund

Youth and Play with Social Action, delivered by neighbourhood and city wide Voluntary and Community Sector (VCS) Partners to ensure children and young people aged 5-19 (Up to 25 for care leavers and those with additional needs) have sufficient good quality access to Youth and Play services in their local areas and where the needs are greatest.

## The 6 Principles of Social Action

### 1 Reflective

Recognising contributions as well as valuing critical reflection and learning

### 2 Challenging

Stretching and ambitious as well as enjoyable and enabling

### 3 Youth-led

Led, owned and shaped by young people's needs, ideas and decision making

### 4 Socially Impactful

Have a clear, intended benefit to a community, cause or social problem

### 5 Progressive

Sustained and providing links to other activities and opportunities

### 6 Embedded

Accessible to all, and well integrated to existing pathways to become a habit for life

# Grant Programme

The Grant Programme is focussed on supporting the work of organisations that are well run and can demonstrate a good track record of effective work with children and young people in Manchester. By track record, we are interested to hear that your organisation has:

- **been running successfully for a year or more and can demonstrate success to us**
- or
- **you are working with a partner agency and together you have a combined good track record.**

The Grant Programme Board may decide to set aside a small percentage of this fund in a targeted fund to support work with geographic communities or communities of identity where no applications of sufficient quality are received.

## The Fund will support activities that;

- **Increase volunteering opportunities for children and young people across the city**
- **Increase take up of volunteering by children and young people**
- **Support young people to find work, stay in work and progress at work**
- **Ensure that play is recognised and promoted as providing a vital contribution to the emotional health and wellbeing of children and young people;**
- **Create resilient, vibrant communities by extending provision to children and young people who have not yet accessed high quality provision**
- **Give young people a voice and help to develop a sense of agency within young people.**

# Grants Available

The fund is split in to two 'pots', both of which cover two years of funding.

The first pot is concerned with service delivery the second is focussed on building strategic leadership.

**In Pot 1**, we are looking to fund programmes and projects that focus on Universal Youth and Play, with Social Action as a key driver. There are three levels of funding available – small, medium and large grants.

**In Pot 2**, we are looking to support organisations who want to improve their strategic leadership – which will result in significant positive change at a local level.

Organisations are able to put in an application for one of the grants in Pot 1 and may also wish to put in an application to Pot 2.

## The Fund – Pot 1

Universal Youth and Play with Social Action as a key driver in service delivery.

- **Small grants up to £150k over 2 years**
- **Medium grants up to £250k over 2 years**
- **Large grants over £250K+ over 2 years**

We are particularly interested in applications that work in partnership to ensure delivery across neighbourhoods or communities. We are also interested in how your work will encourage, engage and inspire young people in social action.

We want to hear your bold ideas and believe that the funding levels are big enough to incorporate a range of activities which can come under one project proposal.

## The Fund – Pot 2

Strategic Leadership – building capacity across the programme with a specific focus on proposals for driving change at local level.

- **£180k over 2 years**

This can include training and development, research activity, quality standards and control, safeguarding and networking.

You may apply for one grant in Pot 1 focussed on Service Delivery as well as the grant in Pot 2 for Strategic Leadership.

All grant sizes should be regarded as indicative guidelines to allow for some flexibility as part of the decision making process.

If successful, organisations will receive the full amount they request, except in exceptional circumstances.

## Who can apply?

The fund is open to registered charity/not-for-profit organisations who:

- **Can demonstrate successful outcomes for young people**
- **Can demonstrate strong governance and financial integrity**
- **Are interested in extending the scope or scale of what they do well (such as delivering in a new area or neighbourhood)**
- **Are interested in developing new ideas supported by strong rationale that explains how outcomes for young people will be achieved**

We believe there are strengths in partnerships that can support the delivery of positive outcomes for children and young people.

# What a strong partnership might look like...

All partnerships will be different depending on the partners and how they have agreed to work together. Each partnership should be able to demonstrate the collective skills, experience and capacity to manage and deliver their proposed project.

- The partnership has a suitable mix of organisations to enable the successful management and delivery of the project.
- The partnership should have a common interest and commitment in the successful delivery of the project.
- You should agree on how key decisions should be made and communicated.
- The roles and responsibility of each of the partners is clearly set out and agreed.
- The partnership should be committed to developing and creating a sustainable link beyond the initial programme of funding.

## Key Dates

This initial funding programme will cover a two year period starting from the 1 April 2018 and ending on the 31 March 2020. The timeline for application, evaluation and award process is as follows:

1st November 2017	Fund opens
15th November 2017	Closing date for Stage One applications <b>(Midday)</b>
23rd November 2017	Commissioning panel review Stage One applications and inform applicants whether they will be invited to complete Stage Two
13th December 2017	Closing date for Stage Two applications <b>(Midday)</b>
8th January 2018	Review and assessment of Stage Two applications by Commissioning panel
1st February 2018	Successful applicants informed
1st April 2018	Programme commences

# Priorities of Grants

## Types of Activities and Services that can be funded:

- **Direct Services** or activities for children and young people.
- **Networking and Partnership** support activities that are carried out by an organisation, over an extended period of time, to improve the overall effectiveness of a range of organisations with the same beneficiaries.
- **Strategic Leadership** to include Training and Development, Research, Quality Standard development, Safeguarding and Networking.

## Well run

The programme will fund organisations that can evidence that they are organised and operated in a way that increases the likelihood of their activities being effective.

Organisations must be able to evidence that they have:

- **Adequate governance, including a functioning board and key policies.**
- **Staff and volunteers with the appropriate skills to carry out their activities.**
- **A clear development strategy and the ability to provide examples of how the development strategy has informed the activities of the organisation.**

## Strength-based approach

A strong theme of this programme is to support organisations that:

- **Listen to and understand the complex lives of children and young people that directly benefit from the activities of their organisation;**
- **Carry out activities in a way that build on the strengths of children and young people and recognises their starting point;**
- **Involves children and young people in personal outcome planning, peer support, and service design.**

## Collaboration

All organisations must be able to demonstrate a significant level of collaboration with other private, public or voluntary and community organisations working in Manchester, relevant to the activities they carry out.

## Diverse range of Income & Additional Income

All organisations must be able to evidence that they receive income other than what they are hoping to receive from Young Manchester.

## Value for money

The value for money that a project delivers will be assessed against its total contribution to the objectives. Bids will not be assessed against one another but they will be assessed for unreasonable costs.

## What costs can be funded?

The programme can fund some or all of the costs associated with delivering your activities, including staff salaries, training, volunteer expenses, management costs, equipment, premises costs, monitoring and evaluation and overheads.

This programme will not fund major refurbishment, the purchase of vehicles, land or buildings. The grant will be paid quarterly, upfront if the required information has been received and signed off by the Young Manchester Commissioning Lead.

## Who can apply?

The fund is open to voluntary and community sector organisations based in Manchester or delivering services to children and young people that live in Manchester.

This means not-for-profit, non-governmental, community-based organisations that are value-driven and that reinvest surpluses to further social, environmental or cultural objectives for the community.

Organisations must also:

- **Be constituted**
- **Have a set of objectives that allows them to undertake the activities they are proposing**
- **Be value driven**
- **Be non-party political**
- **Provide services or activities that are not religious in nature and do not promote religious affiliation**
- **Have at least three trustees or directors (who are not related to each other and are not paid shareholders)**
- **Have a bank account in the organisation's name**

## How to apply

Application forms can be downloaded in Word format. A link to the application form will be published when the programme launches, along with a supplementary guide to help you with completing the application.

## Decision-Making

All applications will be initially assessed by a programme officer to ensure that they meet the criteria for the programme. A selection panel will then assess the bids and make recommendations on which applications should be funded. The final decision as to the overall programme will be taken by the Young Manchester Trustee Board.

The selection panel will be chaired by the Commissioning and Partnership Lead for Young Manchester. It will include a range of individuals representing a diverse range of sectors within the City, strategically linked to the objectives of the fund.

The panel will use the criteria detailed in this prospectus to rank applications. Following ranking, the panel will balance the applications to ensure they are equitably distributed across neighbourhoods and across communities of identity in line with the objectives of the fund. This may mean that some applications may have a lower score than others but as they represent communities or neighbourhoods currently under represented they may be selected in preference to others.

Where there are applications that do not quite meet a threshold level decided by the panel for funding but are critical to meet the balancing criteria, the panel may request additional information. Applicant organisations will be required to supply the information within one week.

Both successful and unsuccessful applicants will be informed by email.

There is no appeals process and limited feedback will be given only on request.

## Due Diligence

Following the offer of a grant, Young Manchester will carry out a number of checks to ensure that all the information given in the application form is accurate.

Applicants will be asked to produce all documents and other evidence mentioned in the application. If all of the checks are satisfactorily passed, a final grant offer will be made.

## Ongoing Relationship

The intention of Young Manchester is to create a relationship with grant-holders based on a culture of collaboration, open dialogue and trust. All grant-holders will be supported by the Young Manchester Commissioning and Partnership Lead.

The responsibilities of the Commissioning and Partnership Lead include:

- **Giving feedback on monitoring forms and negotiating changes or developments in the work of organisations.**
- **Bringing organisations together to promote learning and exchange.**
- **Informing organisations about Young Manchester's strategies, policies, and developments relevant to the work they do.**
- **Promoting the work of the organisations.**
- **Supporting organisations in fundraising.**

# All organisations that receive a grant must agree to:

- 1.** Be open, transparent and cooperative.
- 2.** Complete monitoring and other required forms.
- 3.** Join in and take an active and constructive part in a small number of key networks relevant to the funding, as agreed between the Young Manchester Commissioning and Partnership Lead and the organisation.
- 4.** Assist in Young Manchester engagement with Manchester's children and young people.
- 5.** Comply with additional requests for information, including from external evaluators.

## Added value

Over the period of the grant, organisations are required to put mechanisms in place to monitor and increase their overall social, environmental and economic benefit.

## Growing and diversifying income

Where organisations are reliant on the majority of their funding from a small number of sources, they must agree to devise and implement a plan to increase their financial resilience by diversifying their income.

In both cases, the Young Manchester Commissioning and Partnership Lead will agree reasonable targets to achieve over the 2 year period. Organisations that fail to make reasonable progress may not be funded after the end of the 1 year period.

## Monitoring

Organisations will be required to provide information, as detailed below. The details of the information required will be agreed between Young Manchester Commissioning and Partnership Lead and the organisation.

Type of information	Description	Regularity
Activities	What activities have taken place and with how many children and young people	Quarterly
Outcomes	Progress toward outcomes	Yearly
Volunteering	Number of volunteers and estimates of volunteer hours	Quarterly
Additional Funding	Description and amounts of additional funding	Yearly
Service User Data	Breakdown by area and characteristics of all children and young people that have used services within a given period	Yearly
Finance Form	Expenditure	Quarterly

# Useful Links

**Click here to read**

[The Manchester Valuing Young People Strategy](#)

**Click here for ideas and inspiration around youth Social Action [#iwill website](#)**

## Getting Support with your application

Macc's Capacity Building Team is running sessions to support groups to submit strong applications by reviewing draft bids. The team will be running support sessions on Wednesday 8th November.

**The sessions are 45 minutes long and groups need to have completed a full Stage 1 draft bid before attending the session, please bring a hard copy of your application form to review in the session.**

**If you would like to book a place please email your preferred date and time to: [michelle@macc.org.uk](mailto:michelle@macc.org.uk) by Monday 6th November 2017, 12pm.**

**Please note that places are allocated on a first come first served basis. Macc support sessions are only open to Manchester based voluntary, community and social enterprise organisations.**

**Please remember that Macc's Capacity Building Team is offering to review your applications and provide feedback. Applications will not be written for you. It is not a requirement to attend one of our sessions to submit an application to this fund.**

**Time slots available are: 9.30am-10.15am, 10.30am 11.15am, 11.30am-12.15pm, 1pm-1.45pm, 2pm-2.45pm, 3pm-3.45pm**

- A list of frequently asked questions is also being hosted on the Macc website [www.manchestercommunitycentral.org](http://www.manchestercommunitycentral.org)
- We have written an application guidance document which should be used when filling out your application. This can be found on the Macc website or requested by emailing [enquiries@youngmanchester.org](mailto:enquiries@youngmanchester.org)
- For all other questions or queries, please contact us on [enquiries@youngmanchester.org](mailto:enquiries@youngmanchester.org)

**We look forward to reading your application to  
the Young Manchester Youth and Play fund**

