**Open Grants Programme 2019**

***Giving something back*:**

**supporting young people (11-25 years old) to become active volunteers**

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| --- | --- |
| Your organisation’s name: |  |

Eligibility criteria

**Please delete as appropriate:**

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| --- | --- |
| 1. Are you a state funded secondary school, registered charity or charitable incorporated organisation, or are you on the Jack Petchey Achievement Award scheme? 2. Do you work in London and/or Essex? 3. Do you support young people aged 11-25? 4. Have you been operating for at least one year? 5. Will the grant be spent within a year of being awarded? 6. Please confirm that you have read and agree to our privacy policy (see the guidance notes) about how we will use the data you provide in your application. 7. Are you willing to be involved in meeting others that are part of the programme up to three times in the year it runs? 8. Is your school or organisation currently running the Jack Petchey Achievement Award scheme? | Yes / No  Yes / No  Yes / No  Yes / No  Yes / No  Yes / No  Yes / No  Yes / No |

If you answered yes to all of the above questions and have read the accompanying guidance notes, please continue with this application.

Please ensure you read the guidance notes to support you in completing this form.

**Please email your completed form and a link to your short video to** [**opengrants@petchey.co.uk**](mailto:opengrants@petchey.co.uk)

**by 11:59pm on Sunday 17 November 2019**

*If you would like to ensure your application has been received, please turn on the ‘read receipt’ option on your email settings.*

**Section 1: You and your organisation**

* 1. Applicant details

Your name Your job title

Your organisation’s name

Your organisation’s address ­­­­

Email ­ Phone

What borough are you located in?

1.2. Please tell us about your organisation’s aims and objectives.

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* 1. Please tell us how your organisation’s work supports the aims of the Jack Petchey Foundation.

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* 1. As part of your application, please submit a simple, short (maximum four minutes) video outlining your organisation’s approach to designing and delivering volunteering opportunities for young people, and telling us what young people will gain from participating.

*Please tell us how you are sending this video to us and, if using WeTransfer, which e-mail address you have used to send it from.*

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**Section 2: Your proposal**

* 1. Please tell us how you will use a Jack Petchey *Giving Something Back* grant?

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* 1. Please tell us how you have involved young people in developing your proposal.

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* 1. Please tell us about any challenges you anticipate in delivering your proposal and how you will overcome them.

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* 1. Please describe your approach to supporting young volunteers.

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* 1. What will a young person gain from volunteering with your organisation?

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* 1. What skills, knowledge and experience do you have within your organisation that will help you successfully deliver this work?

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2.6a Who in your organisation will oversee this project?

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* 1. How will you monitor your project and evidence the impact during and at the end of the project?

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2.8 Will there be a lasting impact on the young people involved? Please tell us how?

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2.9 How will you raise awareness about your work? Please include any press, social media, digital plans etc.

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2.10 Please tell us how you will acknowledge the commitments and achievements of the young people involved.

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**Section 3: Your project/programme/initiative**

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| 3.1 How many young people do you expect to actively volunteer as a result of this funding? |  |

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| 3.2 How many hours on average will a young person volunteer? |  |

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| 3.3 What will be the average duration of a volunteering opportunity? |  |

3.4 Please tell us the age range and the number of young people you estimate will participate in your volunteering opportunities.

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| Age range | Number of young volunteers | Age range | Number of young volunteers |
| 11-14 |  | 15-18 |  |
| 18-21 |  | 22-25 |  |

**Section 4 - The costs**

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| 4.1 What is the total cost of your project? | £ |

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| --- | --- |
| 4.2 How much is your organisation asking for from Jack Petchey Foundation? (We can fund a maximum £20,000) | £ |

4.3 Please provide a breakdown for the total project costs, highlighting the budget lines you are requesting our grant to cover.

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| Description | JPF contribution | In-kind/match funding |
|  | £ | £ |
|  | £ | £ |
|  | £ | £ |
|  | £ | £ |
|  | £ | £ |
|  | £ | £ |
|  | £ | £ |
|  | £ | £ |
|  | £ | £ |

4.4 Please tell us why this project would be good value for money.

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**Section 5: Organisation Detail – (Not applicable for state funded schools)**

5.1 What is your organisation’s legal status?

If you are a charity, please give your registered number

5.2 What was your organisation’s turnover for the last full three financial years?

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| --- | --- |
| End month/year | Annual turnover |
|  | £ |
|  | £ |
|  | £ |

5.3 Please describe your organisation’s management structure (including posts within the senior team, number of Trustees etc.) Please detail if posts are full time or part time.

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* 1. How long have you been operating for?
  2. How many full-time (or part-time equivalent) staff posts do you have?
  3. How many volunteers do you currently work with?

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| * 1. Does your organisation have a bank account in its own name and are two signatories required?   2. Do you have an Equal Opportunities Policy?   Please attach to your application email.   * 1. Do you have a Safeguarding Children/Child Protection Policy? Please attach to your application email.   2. Do you have Public Liability Insurance?   Please attach to your application email.  5.11 Have you received funding from Jack Petchey Foundation before? | Yes / No  Yes / No  Yes / No  Yes / No  Yes / No |

If answered ‘Yes’, please provide the dates and total amount of previous funding given.

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**End of application**