



## CashBack for Communities Youth Work Fund 2019-20 Guidance Notes for Applicants

### Overview

The CashBack for Communities programme utilises monies recovered through the Proceeds of Crime Act 2002.

YouthLink Scotland administers the CashBack for Communities Youth Work Fund to build the capacity of young people and the youth work organisations who work to support them. The programme will support the Scottish Government’s aim of tackle inequalities by having a greater focus on young people from areas of deprivation. We welcome proposals for the delivery of targeted youth work activity programmes that meet the following criteria.

### Fund criteria – proposals must:

1. Provide diversionary youth work activities for young people ages 10-24 years old who face one or more forms of disadvantage as listed below.
  - Living in areas of deprivation (priority will be given to projects working in communities within the top 20% SIMD)
  - Being unemployed, not in education or training; and/or
  - Being excluded, or at risk of exclusion from school; and/or
  - Being at risk of being involved in antisocial behaviour, offending/re-offending
  
2. Offer free diversionary youth work activities which raise the attainment, ambition and aspirations of these young people by:

<ul style="list-style-type: none"> <li>○ Building capacity and confidence, and</li> <li>○ Developing personal and physical skills; and</li> <li>○ Changing behaviours and attitudes; and</li> <li>○ Improving wellbeing; and</li> </ul>	Mandatory Outcomes
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<ul style="list-style-type: none"> <li>○ Increasing school attendance and attainment; and/or</li> <li>○ Increasing engagement in learning, training, work and volunteering (positive destinations); and/or</li> <li>○ Increasing participation in positive activities; and/or</li> <li>○ Diverting them from criminal behaviour or involvement with the criminal justice system; and/or</li> <li>○ Helping them to contribute positively to their communities</li> </ul>	Optional Outcomes
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3. Take a proactive approach to ensure the activities are accessible to the target group of young people
  
4. Fill gaps in provision for young people or add value/build on existing provision  
*① Where appropriate consider joint initiatives with other local providers.*

5. Support and encourage the involvement of young people in the development, management and running of the project
6. Demonstrate sustainability (for example, by attracting other resources or leaving a legacy)

## Funding Period

All proposed activities must be delivered between 1 April 2019 and 31 March 2020

## Closing Date for Applications

**Friday 7<sup>th</sup> December 2018 at 1:00pm**

## Local Funding Allocation 2019-2020

Each Local Area has its own allocation of funds and its own local assessment panel. These panels can only consider applications that focus on their area. We cannot process proposals that cover more than one area. If you plan to offer opportunities in more than one area, please complete a separate application form for each area targeted.

Area	£
Aberdeen	£19,435.09
Aberdeenshire	£20,295.14
Angus	£12,912.41
Argyll & Bute	£10,000.00
City of Edinburgh	£52,753.35
Clackmananshire	£10,000.00
Comhairle nan Eilean Siar	£10,000.00
Dumfries & Galloway	£18,480.39
Dundee	£20,982.28
East Ayrshire	£18,851.34
East Dunbartonshire	£10,000.00
East Lothian	£12,162.53
East Renfrewshire	£10,000.00
Falkirk	£19,831.66
Fife	£47,004.19
Glasgow NE	£34,959.46
Glasgow NW	£34,959.46
Glasgow S	£34,959.46
Highland	£24,504.69
Inverclyde	£11,695.37
Midlothian	£11,743.81
Moray	£10,000.00
North Ayrshire	£22,668.00
North Lanarkshire	£50,527.92
Orkney	£10,000.00
Perth & Kinross	£14,218.40
Renfrewshire	£22,519.11
Scottish Borders	£12,778.78
Shetland	£10,000.00
South Ayrshire	£14,619.28
South Lanarkshire	£38,396.33
Stirling	£10,000.00
West Dunbartonshire	£13,313.24
West Lothian	£25,428.31
<b>Total</b>	<b>£700,000.00</b>

## What we don't fund

The CashBack for Communities Youth Work Fund does not support the following;

- Proposals that do not fit the fund criteria
- Events and activities that take place out with the period of the fund
- Proposals that do not clearly demonstrate youth work processes and outcomes.
- Employment training initiatives that are not embedded within a youth work programme
- Counselling, befriending and advocacy projects
- Training courses for staff and volunteers
- Single activity projects with no youth work outcomes e.g. sports projects & competitions.
- Capital costs in excess of 25% of the total amount requested. (*Capital = property, property upgrades, vehicles, equipment, clothing etc.*)
- Overseas projects
- Memberships of private clubs e.g. gyms, golf and bowling clubs
- Proposals that do not offer good value for money
- Excessive management overheads and core cost recovery

## Information you will need to complete your application

To complete the form you will require the following information at hand:

- Bank account details
- Programme budget with detailed workings
- Contact details of;
  - Independent referee
  - Senior authorising officer from your organisation
  - Young person involved with the development of this application

*Please take care to provide correct email addresses and bank account details*

You will also be asked to upload electronic copies of the following documents

- Annual accounts / receipts and payment statement
- Bank statement (for organisation who have been operating for less than one year)
- A copy of the organisations Public Liability Insurance Certificate
- Previous evaluation reports (optional)

## Information on completing the on-line application

Once you have logged into the system you can choose to save and return to the application at any point prior to submission.

Please take the time to complete every question, the programme does not allow you to progress through the application form otherwise.

There is information and advice provided throughout the application form, please take the time to read this as it will support you to develop a strong proposal.

When completing the Finance and Budget Section of the Application Form please round you costings to the nearest £1. Do not use decimal points or commas. £1523.50 should appear 1524

Once you have completed the form you must select the SUBMIT option, you will then receive email confirmation that your application has been received. If you do not select the SUBMIT option your application cannot be processed or considered by the Assessment Panels.

If experience any difficulties please contact [cashback@youthlinkscotland.org](mailto:cashback@youthlinkscotland.org)