

## **Terms and Conditions**

### **National Voluntary Youth Organisation Support Fund**

All awards have the following conditions:-

1. The award is to be used only for the purposes set out in the original application form. The award must be spent and the programme completed by the expected finish date as stated in the aforementioned application. Any variation to the proposed programme, allocation of funds or completion date must be approved by YouthLink Scotland and agreed in writing.
2. An award not used for the purpose for which it was given must be returned to YouthLink Scotland. Any part of the award that is not used for the purpose for which it was given must be detailed in the end of project report form and refunded to YouthLink Scotland at the time of submission of the end of project report form or otherwise on demand. Failure to comply with these conditions will exclude your organisation from future funding and may result in the issue of a recovery notice in respect of all or part of the award.
3. You must complete and submit an end of project report form with copies of the necessary receipts and invoices, etc. for items valued £200 or more, as evidence of the expenditure from the award within 28 days of the confirmed finish date. Failure to comply with these conditions will exclude your organisation from future funding and may result in the issue of a recovery notice in respect of all or part of the award.
4. Your accounts must be available on demand for audit by YouthLink Scotland should that be necessary.
5. All correspondence / publications or forms associated with this project must acknowledge the financial contribution of the Scottish Government.
6. Scottish Government holds joint copyright of work produced from a National Voluntary Youth Organisation Support Fund award.

No use may be made of work produced from an award, including but not limited to commercial exploitation, without the express written consent of Scottish Government, unless the use is clearly envisaged as part of the proposed programme as set out in the original application form or in any approved amendment to the aforementioned application.

7. All projects should ensure that in carrying out the activity for which the award has been given that they shall not commit any act of discrimination rendered unlawful by the Equality Act 2010. In particular, they should ensure that they are open to all who could benefit or wish to take part and have an equality of approach throughout project delivery.
8. All projects should ensure that in carrying out their events and activities they meet the requirement of the Health and Safety at Work Act 1974 and the Children (Scotland) Act 1995 and the Protection of Children (Scotland) Act 2003 or any statutory modifications or re-enactments thereof.
9. The award agreement will be withdrawn and any grant made to the organisation must be repaid, in the event of any of the following:-
  - Failure to comply with any terms and conditions contained in the grant offer, except where the prior written agreement of YouthLink Scotland and/or the Scottish Government has been obtained to the waiving or amendment of the terms and conditions in question.

- The organisation ceases to operate for the purposes outlined in their constitution or set of rules.
- The organisation becomes apparently insolvent, or a petition is made for the sequestration of its estate in terms of the Bankruptcy (Scotland) Act 1985 or any statutory modification or re-enactment thereof.
- Any information given in connection with the application for grant is found to be false or misleading, or fails to disclose information that has a bearing on your application.

11. The BACS transfer of your award will be processed on receipt of your funding agreement confirmation email being by YouthLink Scotland.

12. As a condition of the grant, you must take steps to promote, respect, protect and fulfil the rights of children and young people and increase awareness of the UNCRC amongst our staff and stakeholders. You should also promote the UNCRC throughout the creation and development of your programmes, projects, plans, policies and procedures in relation to this funding.

13. All organisations receiving funding must agree to undertake and evidence the following actions by 31st March 2021:

- Provide relevant links to UNCRC information materials on their website.
- Ensure that all staff have undertaken the 10 minute UNCRC training tool - 10 Minute Children's Rights Training on an annual basis. (YLS will also make the training tool available on our website).
- Report on the impact of the funding in relation to the UNCRC and the young people they work with.