**Cardiff Youth Led Grant Award - Guidance For Applicants**

The **Youth Led Grant** awards are small grants allocated **by young people to other young people** for community action projects that encourage youth volunteering.

There is a small pot of **£4000.00** available which we would like to share across 3 or 4 youth projects.

**Background Information about the Cardiff Youth Led Grant Award and GwirVol:**

Gwirvol’s purpose is to identify ways to engage more young people in volunteering from disadvantaged and under-represented communities. The **Cardiff Youth Led Grant** panel is made up of 8 young people aged 14-25 who all live in Cardiff but are from diverse backgrounds with a variety of skills and experience. The CYLG panel is funded by the Welsh Government and WCVA under Gwirvol. The CYLG panel members are supported by Cardiff Third Sector Council (C3SC) to run their activities and make decisions about the funding. The aim of the funding is to help young people aged 14-25 be more involved in their local community through volunteering.

**Who is allowed to apply for the grant?**

* Any project that is based in Cardiff and will encourage young people who live in Cardiff to get involved.
* Any projects that will empower and enable young people aged 14-25 years old to volunteer – either directly with the project or as a direct result of the project. (*The volunteering must occur during the lifetime of the project*).
* The projects must have a wider community benefit.
* The applicants must be voluntary or community organisations that are legally constituted.
* The applicants must have a bank account in the name of the organisation, which requires at least two signatures.
* There is no minimum or maximum amount that can be applied for, but the total award available is £4000.00.
* Projects or groups that have applied before can reapply (whether or not they were successful in previous years) but please ensure your ideas are in line with this year’s criteria.

All applicable projects must be YOUTH LED.

**How do I apply?**

The CYLG panel have decided that they would like to receive all applications in the form of a **short video/film** starring, directed or created by the young people within your organisation!

The videos must include;

1. Who you are/what the organisation does?
2. How much money do you need?
3. How exactly will you spend the money?
4. What does your group want to achieve with the money?
5. When will your project start and end? (*note all projects must end by March 31st 2018 at latest*)
6. What is the age range of the young people that will be involved?
7. How will you promote volunteering to young people?
8. How many young people do you think will volunteer directly on this project?
9. How many young people do you think will volunteer who have **NEVER** volunteered before?
10. How many brand new volunteering opportunities/roles will this project create?
11. Who do you think this project will **IMPACT**?
12. How will you measure the **IMPACT** of this project?
13. How will you reach/include young people who are Black or Minority Ethnic?
14. How will you reach/include young people who have a disability?
15. Is your project Welsh inclusive?
16. How will you promote the project and your funders: GwirVol and C3SC/CYLG panel?

Videos should be no longer than **7 minutes**.

There is also a **short application form** to complete which must be submitted along with your video to our Dropbox account: <https://www.dropbox.com/request/KEMT1xECHdPmLiC8I4fD>

The CYLG panel would be happy to support you in the production of your videos if you need assistance with tech.

**Closing Date of Applications:**

The closing date for applicants requesting above £1000.00 is **Wednesday 27th September 2017**

The closing date for applicants requesting £1000.00 or below is **Tuesday 31st October 2017**

Applications after this time will not be considered. However, there may be an opportunity later in the year to reapply for funding from the CYLG. We will keep you posted!

**What happens next?**

The CYLG panel will carefully review your video applications as and when they come in, so get your applications in as soon as possible! Following the two deadlines, our CYLG panel will meet up to consider all applications received and decide where to allocate the funding. You will receive written confirmation within three weeks of the deadlines, confirming whether your application has been successful or not. Alternatively, if the CYLG panel approve of your application but are unable to fund the entire project, they may offer you a conditional offer on the basis of funding a smaller amount and/or asking you to adjust your project activity slightly, or you may be placed on a waiting list and approached later in the year to reapply for funding.

Your application will be discussed by the panel and all information will be treated confidentially.

**Terms and Conditions of the funding:**

If your application is successful, you will be offered the grant subject to accepting the terms and conditions in the offer letter. You will need to nominate authorised signatories before the grant can be claimed. All funded projects will need to commence by 01 December 2017 (*unless otherwise agreed*). CYLG panel will perform financial and beneficiary monitoring visits between December 2017 and March 2018, they will also be measuring IMPACT. You will be required to sign a declaration that the grant will be spent as intended and project spend will need to be confirmed at the end of the financial year.

Good Luck from us - the Cardiff Youth Led Grant Panel!!

**We are accepting applications NOW! Get your applications in early! ☺**

Submit **both your video and application form** to us @ <https://www.dropbox.com/request/KEMT1xECHdPmLiC8I4fD>

**Or contact us @ Cardiff Youth Led Grants, The Volunteer Centre, Baltic House, Mount Stuart Square, Cardiff, CF10 5FH or email** [**volunteer@c3sc.org.uk**](mailto:volunteer@c3sc.org.uk)





