

2022 Positive Activities Grant (PAG) Guidance Notes - Application Process, Awarding Criteria & Timeline

Youth and Family Support, East Riding of Yorkshire Council has £\$0,000 funding available to support youth provision across East Riding for 2022.

Therefore, the PAG shall be awarded to successful applicants as the following: –

1 x £10,000 Band 'A' Awards
3 x £4,000 Band 'B' Awards and
9 x £2,000 Band C Awards.

(Please see 2. Awarding Criteria for full details).

1. Application Process

Stage 1 – Registration requirements for PAG

Applicants from **youth projects** are required to register on www.beecan.org (* see note below) and upload the requested policies / documents. This needs to be completed by **31 January 2022**. For any questions, please contact the Hive Team - Tel: 01482 806226, email: hive@heysmilefoundation.org.

Applicants from **sport projects** are required to be registered as an ERCAS (East Riding Club Accreditation Scheme) organisation through Sports, Play & Arts (ERYC); this needs to be completed by **31 January 2021**. Please contact, Tracey Topliss, email: tracey.topliss@eastriding.gov.uk or Tel: 01482 392523

*Beecan is the system we (SMILE) are using to record the information provided. It is a great way to reach out to local funders and this doesn't stop when the PAG Grant closes. By registering on Beecan, you will also be shining a spotlight on your service and funders supporting the East Riding will be able to see the great work you do. With your policies uploaded and a great description of your service for all to see, you won't have to keep answering the same questions or send out the same documents. Funders on Beecan.org will already know about how you operate and the great things you do, before you even apply for a grant.

Any organisation that has not completed the registration on beecan.org or registered with Sports & Play Service by 31 January 2022 **will not be eligible for a PAG award.**



Stage 2 – Application

Applications for PAG 2022 Award opens on **6 December 2021 at 12 noon** and closes on **31 January 2022 at 23:59**. If you would like support or advice on your application please contact Darron Lawer - YFS Community & Partnership on Tel 07796697940 or email: darron.lawer@eastriding.gov.uk.

Web Link to application forms:

<https://eastridingofyorkshirecouncil.flexigrant.com/>

Stage 3 – Decision - The PAG Awarding Panel meets in Mid-February 2022 to consider applications. Groups are notified by the end of February whether their application is successful or unsuccessful.

Stage 4 - Presentation Event & Grants Awarded – Mid March 2022

Stage 5 – Project Commences – 1 April 2022

2. Awarding Criteria

The 2022 Positive Activities Grant is managed by East Riding of Yorkshire Council's Youth & Family Support (YFS) Service and is designed to benefit young people by grant aiding voluntary youth and sports organisations that provide diversionary positive activity within the East Riding of Yorkshire area. (Please note – any bid where provision is outside of East Riding of Yorkshire will **not** be considered).

PAG Conditions:

- Organisations **must** be a voluntary organisation or a not for profit organisation registered on beecan.org and upload the requested policies, that cover four key principles (Good Governance, Valuing People, Safe & Supported and Commitment to Quality) prior to the closing date of 31 January 2022.
- Grants **will only be** allocated to organisations who will deliver positive activities to groups of young people aged 9 – 19, or up to 24 with a learning disability.
- Grants **will not be** awarded to individuals or to organisations who fund individuals.
- Organisations **must** deliver the service they gain funding for; therefore, the organisation **cannot** employ an agency/organisation to staff the projects/youth clubs/detached/outreach work.
- Applications are limited to only **ONE** per organisation.

There are three bands of grant available:

- **Band A** – For a Voluntary Youth Organisation that is new and has not received a PAG Award previously.
Maximum of one award of £10,000
- **Band B** – For established Voluntary Youth Organisations that can start a new project for young people in 2022.
Maximum of three awards up to £4,000
- **Band C** – For established Voluntary Youth organisations that want to continue delivering youth projects.
Maximum of nine awards up to £2,000

3. Scoring Criteria

1. The organisation evidences its intended delivery and what the funding will be used for?
Up to 10 marks. Section 2 of the application form. **(All applications)**
2. Evidence that there is a need for the project / activity and that young people have been consulted & shaped the application.
Up to 15 marks. Section 2 of the application form. **(All applications)**
3. The Project / activity is delivered in an area of high urban or rural deprivation within the East Riding will be awarded:
 - 5 marks for projects in areas of a deprivation within the top 10% of most deprived areas.
 - 3 marks for projects in areas of a deprivation within the 11 to 30% of most deprived areas.
 - 1 mark for projects in East riding of Yorkshire**Up to 5 marks.** Section 2 of the application form. **(All applications)**
4. The application supports and evidences the East Riding 2020 Board Ambitions & East Riding of Yorkshire Council's corporate priorities.
Up to 10 marks – Section 2 of the application form. **(All applications)**
5. The project evidences its intended outcomes and support it will offer young people.
Up to 10 marks. Section 2 of the application form. **(All applications)**

Additional Notes.

1. PAG awards must be spent in the 2022/23 financial year; any monies not spent will need to be returned to ERYC.
2. Please note that we may be oversubscribed with applications and the above scoring process will be used to decide the successful Grant Awards.
3. If you are not successful in Band A or Band B, your application may be considered at Band C.

PAG Application Timeline

2022 PAG Awards Open for applications and support to Organisations considering a PAG application	6 December 2021
Application Deadline	31 January 2022
PAG Awarding Panel	Early February 2022
Grant letters sent to successful organisation, and unsuccessful applicants notified	Mid to Late February 2022
PAG Presentation Evening	Mid-March 2022
Positive Activities Projects/Activities commence	1st April 2022

Award Panel Members

- Independent representative
- Member of East Riding Funding Team
- Manager Early Years & Families Information Service
- Young Person

**For further information contact Darron Lawer on
Mobile: 07796697940 or
Email: darron.lawer@eastriding.gov.uk**

All PAG information is also available via:

<https://www.eastriding.gov.uk/council/grants-and-funding/positive-activities-grant/>

Other questions

Q) Why are you requesting these documents?



A) As part of the PAG award, we want to ensure that youth projects can demonstrate 4 key principles:

- Good Governance,
- Valuing People,
- Safe & Supported
- Commitment to Quality

Q) Do I have to upload all of the requested documents to Beecan.org before I can start my Flexi Grant Application?

A) No, you can start them both at any time, providing that everything is uploaded by the 31st January.

Q) What are the policies/ documents I need to upload?

A) The Essential policies/documents are:

- A Constitution / Set of Rules
- Public & Employers Liability Insurance
- Buildings Insurance (Where applicable)
- Copy of most recent accounts
- Health and Safety Policy
- Copy of a new member form including a request for medical conditions and emergency contacts
- Children's Safeguarding Policy, including contact details for the lead person
- Anti-Bullying Policy
- Whistleblowing policy
- Complaints procedure
- Code of conduct
- Schedule to review policies and practices

Q) I don't have the documents requested on Beecan, or don't think I need them, what do I do?

A) If you don't have the requested documents, you can check the resources section on Beecan to find templates of some policies that may be relevant. You can also contact the Hive Team on 01482 590270 or hive@heysmilefoundation.com if you can't find what you need, or discuss why a certain policy is not relevant to you.

Q) What happens after I have uploaded my documents and policies to Beecan?

A) The Hive Team (Smile) will review the documents and highlight any areas for development. This may include evidence of training or DBS checks which can't be held on the Beecan site due to Data Protection.