

YOUTH CLUBS

Application Guidelines and Frequently Asked Questions



the children's charity

improving young lives every day

PLEASE READ THESE GUIDELINES AND FAQs BEFORE COMPLETING YOUR APPLICATION FORM

What you can apply for

Applications are intended to be for items of equipment. However, on occasion, applications for improvement of youth club premises, existing equipment or facilities will also be considered.

WE WILL CONSIDER FUNDING

- Applications for items of equipment; however, on occasion, applications for improvement of youth club premises, equipment or facilities will also be considered.
- Applications which benefit young people from 8 up to and including the age of 18 years, who are resident within the UK.
- Applications which have sustainability beyond one year.
- Applications which demonstrate involvement from young people in raising some of the funds required for the equipment requested.

WE DO NOT FUND THE FOLLOWING

- Applications for revenue costs, e.g. running costs such as administrative/salaries, hire costs, travel etc.
- Applications which mainly benefit youth workers such as office equipment etc.
- Applications from organisations that are not affiliated to a National Youth Organisation.
- Applications from uniformed organisations.

Level of funding

Allocation will very much depend on how many eligible applications we receive and the funds available to the Youth Clubs Committee at any one time. Currently, the average grant is between £250 and £600.

Your application - conditions

- Where an application or subsequent grant relates to building works in premises that are leased, it is the responsibility of the applicant club to ensure that the works conform to the terms of their lease and to any requirements of the lessors. **All building works must conform where necessary to statutory Health and Safety, Fire and Planning, and Building Regulations.** Evidence of this should be forwarded with your application.
- Successful applicants must acknowledge the support of Variety, the Children's Charity in their annual reports.
- There must be adequate security, storage, recording and insurance of equipment purchased with the Variety grant.

About your club and the applicant - section 1

Please ensure that each question is answered clearly, including which youth organisation you are affiliated to. Please give all contact details possible. Incorrect information will result in a delay in contacting you.

About the project - section 2

- Please give full and accurate details of the project, its purpose and who it will benefit.
- Please give the total cost of the project. If you are buying more than one item, please enclose an expenditure budget which breaks down the total cost into different items. Supplier quotations must be provided for all items.
- We will expect clubs to fundraise for the project cost. If this is coming from more than one source, please enclose an income budget which itemises the different sources of income.
- Include all details regarding the fundraising that has been carried out to date and what is planned.
- Please ensure that you tell us if we have helped before - this does not affect your eligibility.

About the club in general - section 3

- Please ensure that all questions are answered clearly and precisely giving details where requested.
- You may be requested to provide proof of DBS (Disclosure Barring Service), Child Safeguarding Policy, Health and Safety Policy and a Constitution. Please ensure that you have these available should we require them.
- Please ensure that your application is signed.

Should you require any further information or assistance, please contact the

Youth Club Co-ordinator

Email: youthclubs@variety.org.uk

Website: www.variety.org.uk

Tel: 020 7428 8100

Fax: 020 7428 8111



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Registered charity in England and Wales (209259) and Scotland (SC038505)

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Q1: Who can apply?

A: We consider applications from youth organisations which are affiliated to national youth organisation, such as Ambition or UK Youth or National Association of Boys and Girls Clubs.

Q2: How do I apply for a Youth Club grant?

A: Please visit <https://www.variety.org.uk/what-we-do/youth-clubs-grants> where you can find the application form, guidelines and FAQs.

Incorrect forms will be returned and have to be resubmitted which may cause delays for your application. Completed application forms should either be scanned and returned to the email address provided at bottom of the form or posted to Variety's office address as shown on the form. Please note that quotations for the item, from a reliable supplier, must be provided with the application form.

Please check **all appropriate sections have been completed** and that **all relevant documents are attached** to the form.

Q3: What is the deadline to submit my application?

A: There is no deadline; we welcome applications submitted at any time of the year.

Q4: What happens after I submit the application?

A: Once your application has been received it will be given to a member of the Youth Clubs Committee. He or she will contact you and discuss your application in more detail.

Q5: When will we hear if our application was successful?

A: When your application has been assessed it will be considered by the Youth Clubs Committee and if the Committee recommends your application it will then be submitted for approval by the Trustees. You will be notified in writing of the outcome of your application. Please note that the Committee meets 6 times per year. The decision of the Charity's Trustees is final.

Q6: What are the timescales for securing funding and obtaining the Youth Club grant?

A: After the application has been approved, Variety will seek sponsorship/funding for the grant. The amount of time this can take will depend upon the circumstances at the time and may take up to several months and sometimes longer from the date of approval.

Q7: Is there an age limit?

A: As we are a children's charity the cut off age for applicants is **18 years old**. Applications can still be submitted at age 18, but please allow four to six months, for the assessment process and subsequent approval by our Committee, before the 19th birthday.

Q8: Our club is not affiliated to UK Youth or Ambition, can we still apply?

A: We fund equipment only for youth organisations which are affiliated to either to UK Youth or Ambition or National Association of Boys and Girls Clubs.

Q9: Do you support Guiding or Scouting groups?

A: Unfortunately Variety does not provide funding for any uniformed groups.

Q10: Do I have to be a UK national to apply? / I am based overseas, can I make an International application?

A: Variety does not discriminate and welcomes applications from all nationalities but the child must be a UK resident. Since we are a UK based charity, we do not accept applications from overseas. We also only deal with suppliers based in the UK, as we cannot pay taxes and shipping costs from overseas suppliers.

All applicants must be permanent residents of the UK.

Q11: If rejected, can we reapply?

A: Yes, if you fully meet with our criteria for a youth club application, you can make another application after one year.

Q12: If I say 'no' to the media release request (use of photos or thank you letter for publicity) will that affect the outcome of my application?

A: No, it does not affect the outcome of your application, however we would appreciate your feedback when a member of staff contacts you for your input. This feedback encourages our sponsors to support Variety in helping other children.

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