



Ministry  
of Justice

**Youth Justice Sport Fund  
2022 / 2023  
Briefing Guide**



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## Youth Justice Sport Fund – 2022/23 – Briefing Guide

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## Overview

This document provides information for organisations wishing to deliver the Youth Justice Sport Fund. This guidance has been developed based on the requirements laid out to the consortia partners - Sport for Development Coalition, Alliance of Sport in Criminal Justice and StreetGames, working with the Ministry of Justice (MoJ) to deliver this funding opportunity.

## Introduction to the Youth Justice Sport Fund

The Ministry of Justice has identified new funding to invest in sports programmes across England and Wales that effectively deliver against criminal justice outcomes in the financial year to the end of March 2023. The £5m programme will use sport to enhance positive outcomes for vulnerable young people in the context of youth crime. The funds will support voluntary and community sports organisations to carry out targeted work supporting children and young people who are at risk of entering the criminal justice system.

The two key goals for the funding are to:

- Support vulnerable young people, aged 10-17, at-risk of involvement in crime, anti-social behaviour and serious violence – understood as those in the **secondary tier** of need, through involvement in local sporting activities
- Through capacity building, increase the capability of sport sector delivery organisations to work effectively with their local criminal justice partners, including Youth Justice Services, Police and Police Crime Commissioners (PCC)/Violence Reduction Unit (VRU) structures. This work focuses on building sustainable relationships for the medium to longer term to facilitate potential future access to the new ‘Turnaround’ programme and other funding.

## What is the funding for?

The funding is available to support voluntary and community sports organisations to carry out targeted work supporting children and young people who are at risk of entering the criminal justice system.

Sport is increasingly recognised as having a role in prevention and early intervention work with children at risk of, or already involved in offending behaviour. Although sport is unlikely to stop offending by itself, it has the potential to make a positive contribution.

Sport can offer:

- Supervised, positive, fun activities
- Pro-social friendships
- Positive adult role models
- The chance for young people to achieve
- Support for protective factors.

Research shows that for most young people, offending is low-level, transitory (i.e. not permanent) and declines with age. However, for some young people where targeted intervention is considered necessary, activities should be meaningful, productive and relevant to their needs. Successful projects working with these young people therefore need to be child-centred, employ a ChildFirst approach (see below), prioritising the needs of, and positive outcomes for young people.

For targeted work with vulnerable or at-risk young people, sport is often used as the ‘hook’ to engagement. Projects delivering to these cohorts will often work within sports delivery and outside of sessions to build in additional elements to the programme, including sport-based mentoring, personal development, supporting children to manage conflict, opportunities to volunteer in sport, build skills

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and confidence, achieve qualifications and support young people to think critically about their futures. Successful projects focus on developing strengths rather than taking a 'risk reduction' approach, e.g., scare tactics.

A Theory of Change (ToC) written in partnership with Loughborough University forms the evidence base for the criteria within this fund. The ToC outlines how and why sport can impact on enhancing positive outcomes for vulnerable young people within the context of youth offending and serious youth violence. We strongly recommend you take a look at the [Theory of Change](#) as this will help you with your application.

Community sport sessions delivered to young people who are more vulnerable to becoming involved in youth crime can be classified as primary, secondary and tertiary in a similar way to public health initiatives. This fund will invest in community organisations who are currently delivering '**secondary level**' programmes with vulnerable or at-risk young people aged 10-17 years from across England and Wales. This differs from primary level (children and young people in general) and tertiary level (children and young people who have already offended).

PRIMARY	SECONDARY	TERTIARY
Universal provision that is open to all which provides activities that are engaging and diversionary in nature which contribute to preventing offending.	Targeted approach for young people who have been identified as engaging in behaviours associated with offending. Many of these young people will be known to the Locally Trusted Organisation (LTO) or will be referred by another agency. This level of intervention requires more formal support and expertise in order to address the existing behaviours and prevent escalation.	Also targeted and usually focused on young people who have already offended. It is important to note that these young people are often very vulnerable and may have experienced complex trauma as a result of violence, for example, either as bystanders or as gang members. Consequently, these interventions require high levels of expertise and resource to protect against the risk of doing additional harm.

The secondary cohort broadly refers to young people who could be at-risk of entering the youth justice system due to challenging circumstances or additional vulnerabilities. Young people requiring a secondary level intervention may experience one or more risk factors e.g.

- Risk of school exclusion
- Involvement with the Police
- Involvement in Youth Justice System
- Young people from marginalised groups vulnerable to exploitation
- Young people with complex safeguarding issues or needs
- Association with family/peers who exhibit negative behaviours and/or criminal activity.

These risk factors will often be heightened in areas where poverty and/or deprivation is prevalent i.e., those living in areas in the bottom 20% as identified by the Index of Multiple Deprivation (IMD). Please find below links to IMD postcode checkers for England and Wales.

[Index of Multiple Deprivation \(IMD\) 2019 \(parallel.co.uk\)](#) (England)

[WIMD - Data Cymru](#)

### ***Success factors for secondary level prevention through sport***

#### *Referral Pathways*

Young people requiring a secondary level of support may include those who are already supported by or known to local statutory services e.g., Police, Pupil Referral Units. Applicants are encouraged to consider any existing links they have with referral agencies and to identify where they can connect to the most appropriate referral pathways to reach the target cohort of young people. Depending on the programme design, these may include young people who have been formally or informally referred by agencies, who have been signposted to the sessions or who are self-referred. For some projects, it may be appropriate to have a single referral pathway in place, for others multiple referral pathways may be suitable.

#### *Multi Agency Partnership Approach*

Utilising sport to prevent and reduce youth crime requires an offer that is more complex than universal/primary provision and requires more than just simply running a sport session. It requires partners working together in order to develop a bespoke approach to a local area or group of young people, based on a good understanding of the locality – opportunities and constraints. The partnership approach is vital in ensuring sustainable impact in the longer term. Your local youth justice service may well be central to taking a multi-agency partnership approach.

#### *SportPlus*

Effective projects delivering to a secondary cohort will often build in additional elements to a sports-based programme. These additional activities support with the development of life skills and self-confidence and often include:

- sport-based mentoring
- sports volunteering
- personal development activities
- supporting children to manage conflict
- training and qualifications.

#### *Pro-Social Approach*

- A 'pro-social' approach to sport means using sport to help young people to feel good about themselves, to make positive choices and decisions, to think positively about themselves now and in the future and to feel part of their community.
- A 'pro-social' approach to the use of sport:
- Builds on young people's strengths
- Offers positive experiences and positive interactions with others
- Provides young people with new roles and opportunities to achieve their potential
- Reinforces pro-social (positive) values, attitudes and behaviours rather than focusing on risk factors or parts of the young person that need to be 'fixed'
- Is valuable for use as the foundation for monitoring and evaluation by offering more appropriate measurements based on areas such as engagement and positive achievements

#### *CHILDFIRST Principles*

ChildFirst principles are based on working with children (up to the age of eighteen years) as children rather than as adults, recognising that they are still developing their cognitive abilities, can be impulsive and do not have the experience of adults. It also emphasises that if they are involved in

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offending, they should be treated as a child first and as an offender second. This means that the needs and vulnerabilities of the child should be used to guide the level and type of support provided by interventions.

Sport-based interventions based on ChildFirst principles should:

- Be co-created with the young person as it is their journey
- Be responsive to the needs of the young person
- Help them to make positive choices
- Help them to build trust
- Help them to develop self esteem
- Help them to develop their sense of identity – ‘who I am’
- Help them to avoid pro-offending behaviour.
- Provide support, hope and guard against bleak expectations

### *Effective Safeguarding*

Safeguarding in the context of those at-risk of youth offending is a complex challenge. Whilst most organisations working in this space will already have safeguarding procedures in place, secondary interventions are likely to require bespoke risk assessments to minimise the potential for harm and unintended consequences for young people, staff/volunteers and the community.

Whilst we intend to fund work being delivered for young people requiring a secondary level of intervention, we recognise that delivery is specific to the group of young people being supported and the locality in which it takes place and therefore expect each applicant to ensure the level of Safeguarding and risk management is appropriate for the young people intended for engagement.

As part of the application process, we will ask you a series of self-declaration questions relating safeguarding & DBS checks, relevant insurances, health & safety and data protection and will expect robust policies and practices to be in place that are appropriate to the intended delivery.

### Who can apply?

Our ambition is to have a range of providers across England and Wales involved in delivering this work who will collectively contribute to building a stronger evidence base.

We expect organisations interested in applying to:

- Be able to evidence an existing track record of delivering sport in communities
- Be working with vulnerable or at-risk young people aged 10-17 years old
- Provide secondary level prevention activities (as described in the ‘What is the funding for’ section above)
- Be part of a longer term/established offer or have clear exit routes into existing year-round provision
- Work with multi-agency partners from across the local area, e.g., education, children’s services, Youth Justice, Police.

Eligible organisations include:

- Eligible organisations include:
- Constituted community, voluntary and not for profit social enterprises
- Community Interest Companies (CIC)
- Charitable organisations

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- Educational Establishments (as long as your project benefits and involves the communities around the school)
- Local Authority (as long as your project benefits and involves local communities and does not replace core services that should be delivered by the local authority)
- Leisure Trusts (as long as your project benefits and involves local communities, and is free at the point of access for young people).
- All eligible organisations must have a constitution or other relevant governance document, have a management committee/board of directors/trustees of at least three unrelated people, have a bank account under the name of the group with at least 2 unrelated signatories.

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We are not able to fund:

- Individuals
- Private Business
- Companies Limited by Shares
- Companies with one person with significant control
- Organisations not established in the UK and not delivering in the UK.

What can be funded?

We are keen to fund **sports-based provision** in local communities that builds upon the ingredients within the [Theory of Change](#). We anticipate the average grant size to be in the region of £20,000, however some grants will be smaller and some may be slightly larger depending on a number of factors that are unique to each project. *\*please notify us if you intend to apply for more than £20,000.*

As well as delivery of sports activities, the fund will enable additional support for the cohort including **mentoring, volunteer, training and/or personal development opportunities**. We understand that working with this cohort can require a greater level of staff time than just sports delivery and so will fund staff time outside of the sports sessions to do any necessary follow up with young people/ referral partners etc.

**Monitoring and evaluation** are a key element to this programme. We understand that it takes time and resource to do this effectively. Therefore, we encourage you to build into your project budget the necessary funds required. This may include, additional time for staff or IT equipment to help. Please read the Monitoring and Evaluation section below to fully understand the requirements of successful applicants.

A key function of the fund is to **increase the capability of sport sector delivery organisations to work effectively with their local criminal justice partners**, including Youth Justice Services, Police and PCC/VRU structures. To support this, we will be delivering a number of training and engagement sessions over the period that all successful applicants will be expected to attend. These include:

- A monitoring & evaluation induction/training webinar (online in December)
- A regional engagement/training event (in Jan/Feb)
- An end of programme conference (in March/April).

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Whilst the delivery of these activities has been costed centrally (there will be no charge to organisations) we welcome organisations building financial capacity into their budgets to enable staff, coaches and volunteers to participate in these sessions and events. For example, this may include paying staff and casual coaches to attend and any additional costs your organisation may incur as a result of attendance e.g., travel and subsistence.

Whilst we hope to make these sessions and events available online, we encourage partners to attend the engagement events and conference in person where possible to make the most out of the opportunity to connect, learn & share.

### Application Process & Eligibility Criteria

All organisations will need to apply for grant funding through the [StreetGames Grant Portal](#). The link to the application form is below & will be live and open for applications on **Monday 7<sup>th</sup> November**.

[You can access the application form here.](#)

#### **Please note that**

If it is the first time you have accessed the portal, you will need to create an account. This can be done by selecting 'new applicant' and registering your email address and creating a password. This will then act as your log in details for the portal.

Please note that you only need to access the application form link once to start your application and for access to any existing work you should always log in to the portal via the StreetGames Website or [Portal link](#). Accessing the application link multiple times will create and start a new blank application form each time.

If successful, organisations will be issued with a partnership agreement which they will be required to sign and upload on to the portal along with a recent copy (within the last three months) of the organisation's bank statement. Payments will only be made to a business/society account in the name of the applicant organisation, and will not be paid to a personal account.

There are a number of key criteria that organisations must meet to be eligible to apply for the fund. Organisations must:

- Be able to evidence an existing track record of delivering sport in communities
- Be working with vulnerable or at-risk young people aged 10-17 years old
- Provide secondary level prevention activities (as described in the 'What is the funding for' section above)
- Be part of a longer term/established offer or have clear exit routes into existing year-round provision
- Work with multi-agency partners from across the local area, e.g., education, children's services, Youth Justice, Police.

#### **Items eligible for funding**

- Core running costs that are incurred through the day-to-day operations of the organisation. These include rent, overheads, salaries, utility bills, insurance payments etc. (up to 50% of the total amount of funding requested)
- Costs associated with the delivery of sport and sport 'plus activities such as:
  - Equipment (up to 20% of the delivery budget) – e.g. sports equipment or kit
  - Staff costs including project management time, coaches, mentors, youth workers, support workers, staff to support group work and 1:1 sessions
  - Facility Hire
  - Training costs for young people/staff
  - Transport costs for referrals / to transport young people to sessions



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- Rewards and incentives for young people
- Volunteer expenses
- Food
- Monitoring and Evaluation e.g. staff time or IT equipment to support monitoring, evaluation & learning. We will pay for a Views licence for each organisation for use during of the project (5 months) but please include £200 in your budget if you wish to continue to use the system for the full year - this is good practice and will support sustainability.

### Items Ineligible for Funding

- Contingency costs, loans, endowments or interest
- Profit-making or fundraising activities
- VAT you can reclaim
- Religious activities (we can fund religious organisations if their project benefits the wider community and does not include religious content)
- Statutory activities
- Activities that improve educational attainment (PHSE, STEM, English, Maths)
- Overseas travel or projects that take place outside of the UK
- Activities that make profits for private gain.

### Payment Profile

Funding will be paid in an 80-20% format once a signed funding agreement has been received by StreetGames. 80% will be paid up front with 20% paid by the end March 2023 on completion of satisfactory monitoring and evaluation returns.

### Programme Monitoring Requirements

All organisations that receive funding via this programme will be required to capture and share monitoring & evaluation data and learning (MEL).

It is recognised that the delivery period for 2022-23 is short and therefore, the MEL approach will focus on capturing key **output data** (linked to the [Theory of Change](#)) and learning, rather than medium-longer-term outcomes.

In summary, this will mean that all successful organisations will be required to capture and share:

- **Monitoring data re:**
  - The total number of individual young people engaged via this programme
  - Demographics relating to each individual young person engaged via this programme (e.g. age, gender, ethnicity, disability, postcode)
  - Referral routes (*where applicable*)
- **Sessional attendance registers to show:**
  - The delivery site and venue type
  - The total number of sessions/hours provided during the delivery period
  - The type of activities provided at each session (sport & 'plus' activities)
  - Attendances – to show which sessions each young person attended
  - Non-Attendances – where possible, it would be beneficial to know why participants miss sessions or stop attending your programme.
- **Participant Engagement levels:**

Delivery staff will be asked to monitor and record individual participant engagement levels (using the Engagement Matrix). This will need to be undertaken at least **twice** during the delivery period,

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once at the initiation of the programme or arrival of the participant, then towards the end of the programme, or departure of the participant. [See Engagement Matrix table below].

- **A Project Leader Learning & Feedback Survey**

The Project Leader (or one lead member of staff) from each organisation will also be required to complete an on-line learning and feedback survey, which will be distributed in March 2023. The survey will be looking to capture your feedback about: the programme, the support/training provided, your delivery and activities provided (e.g. did you deliver as planned, key learning, challenges and suggested improvements). Together with your views re the impact of the programme on your organisation, the young people engaged and any new or improved connections and relationships developed with the criminal justice sector.

### **Data Collection & Submission**

To enable organisations to capture the required monitoring data for this programme and ensure all projects do so in a consistent and safe manner, we plan to utilise the **Views online monitoring system** and will provide successful organisations with access to a Views account, training and on-going advice/support. We may make exceptions for organisations that already have an existing, alternative monitoring system, which they wish to continue using for this programme - but only where the system is able to collect and export **all** of the required fields set out above into a monitoring template provided by StreetGames.

However, we would strongly advise you to take the opportunity to utilise Views, as the account provided will feature all functionality needed to record and report on M&E aspects 1-3 stated above. Views also features a reporting section which can help you to evidence the impact of all your organisation's provision.

We will be asking that all organisations capture monitoring data 'live' (*i.e. record and populate participant and sessional data when they take place*) to enable you to regularly review progress. During the programme period, we will ask organisations for one interim monitoring update on: 15<sup>th</sup> March. All final monitoring data must be uploaded/submitted **no later than 21<sup>st</sup> April 2023** (*i.e. all participant, attendance and engagement data*).

The **Project Leader Survey** will be issued in early March and completed responses **must be submitted by 15<sup>th</sup> March 2023**.

Please note, all awards related to this programme will be paid in two stages, with **20% of all grants being held back until M&E data has been provided**.

### **Anonymised Data**

StreetGames and the Ministry of Justice acknowledge that the collection, storage and submission of vulnerable young people's data should be done responsibly. Please collect and handle sensitive data accordingly, in line with your own policies. Once shared with StreetGames, data will only be analysed in an aggregated format, no data will be analysed on an individual level.

### **Support**

StreetGames will provide all successful organisations with:

- An M&E guide (including key advice, instructions & templates etc)
- An invitation for relevant staff to attend an M&E induction webinar. These sessions will be held on-line during early-mid December 2022

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- A regional contact who you can connect with should you have M&E specific queries/questions relating to this programme.

### Resourcing M&E

Undertaking M&E is an essential part of good project management – it helps organisations to review progress, capture learning, demonstrate impact, celebrate successes and support sustainability. However, it is often an area that is under-resourced in the community sports sector.

As such, we **would strongly encourage all organisations to carefully consider what additional resources you may need to undertake the M&E requirements set out above and include this information and the related costs** within your funding application. So, for example:

- Will you need to pay your delivery staff an extra half hour at the end of each session to enable them to complete attendance registers and records?
- Will you need to pay your delivery staff an extra hour once a quarter to review and update the engagement matrix for each participant?
- Will you need to pay delivery or admin staff extra time each week to make follow-up calls; for example, with referred young people to encourage initial attendance or to check-in with non-attendees?
- Will you need to take on an additional member of staff part-time to support with the administrative tasks related to M&E?

The suggestions above are just examples – the resources you may need and amount of additional time required will vary, depending on your current capacity, proposed activities and the number of young people you expect to engage, so we appreciate that there won't be a 'one-size-fits all', but would encourage you to consider this element of your project carefully.

### Engagement Matrix

The Engagement matrix includes five different 'levels' of engagement: (1. *Disengagement*, 2. *Curiosity*, 3. *Involvement*, 4. *Achievement*, 5. *Autonomy*) – see below.

Coaches and mentors use the descriptors provided for each level to assign a level to their attendees and assess these for each participant at different points within the programme (as a minimum at the start and end) to assess progress. The Views monitoring system can be used to record this.

Level 1 – Disengagement	Level 2 – Curiosity	Level 3 – Involvement	Level 4 – Achievement	Level 5 - Autonomy
Sit out and ignore activity	Watch activity	Join in with others	Complete tasks	Initiate tasks
Encourage disputes	Dip in and out	Respond to instruction	Communicate with staff outside the activity	Help plan and run activities
Walk out	Listen to staff and peers	Enjoy good relationships	Celebrate work publicly	Praise work of others
Make negative comments	Comment on activity	Share facilities	Make connections beyond the project	Deal with conflict
Destroy/damage facilities	Talk to others about activities	Handle conflict with maturity	Receive accreditation and gain qualifications	Volunteer
		Try on own	Attend Regularly	Make 'career' choices
				Employment

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### Timescales

Due to the time constraints placed on this funding, it is anticipated that funding will support continuation of and enhance current delivery programme/s of organisations working with the target cohort. We are happy to fund new work but would need to fully understand how this would be sustained beyond March 31<sup>st</sup> 2023.

- Fund launches 4<sup>th</sup> November 2022
- Application Portal opens 7<sup>th</sup> November
- Funding Information Webinars:
  - Tuesday 8<sup>th</sup> November 4.00-5.30pm
  - Wednesday 9<sup>th</sup> November 12.00-1.30pm
  - Thursday 10<sup>th</sup> November 10.30-12.00pm
- Application Portal closes 9am Monday 5<sup>th</sup> December
- Successful organisations informed no later than Friday 16<sup>th</sup> December
- Project delivery to start **as soon as possible** and no later than Friday 13<sup>th</sup> January 2023 with **project spend completed by 31<sup>st</sup> March**
- Interim monitoring update & project leader survey – 15<sup>th</sup> March
- Final project monitoring deadline and reconciliation of spend by 21<sup>st</sup> April 2023.

*\* A sample of organisations will be asked to reconcile spend so please ensure you keep all evidence of spend and delivery associated with your project.*

## Guidance to support completion of Grant Application Form

The following section has been prepared to guide applicants through the application form and provide support to answer the questions. It is best read in conjunction with the application form itself.

### Introduction

This part of the application form provides an overview of the Fund and its aims and objectives as set out at the start of this information pack. It also sets out the key eligibility criteria for the fund and will ask you to confirm that you meet these requirements through simple tick box questions:

- Can you evidence an existing track record of delivering sport in communities?
- Does your organisation work with vulnerable or at-risk young people aged 10-17 years old?
- Does your organisation provide secondary level prevention activities (as described in the 'What is the funding for' section)?
- Is your project part of a longer term/established offer or have clear exit routes into existing year-round provision?
- Do you work with multi-agency partners from across the local area, e.g. education, children's services, Youth Justice, Police?

If you cannot tick yes to all of the above questions you may want to reconsider whether this fund is right for your organisation at this time. Demand for this funding is expected to be high.

### Part 1: Your Organisation & Partners

This section of the application form requires you to detail standard information about your organisation including:

1. Name & Address
2. Type of organisation including relevant registration numbers (Charity / Company number)
3. Organisation Turnover
4. Website / social media details
5. Main contact number
6. Main contact person for this project, including email and telephone number
7. Name of any partners you intend to work with

In this section it asks you to declare any potential conflicts of interest. e.g. For any applicants who are currently employed, or directly related to a member of staff employed by (consortium partners) you will need to register this as a conflict of interest. This will not necessarily preclude your organisation from accessing the fund, the application will be reviewed on its own merit and a judgement made upon the appropriate management or any conflict of interest.

This section will also ask you about any 'Supporting Partner'/s that could endorse the work that your organisation undertakes working with secondary level cohorts in the community. For example, youth justice manager, children's services, education, community safety manager, neighbourhood police inspector. Your supporting partner should be from outside your organisation, and not a Trustee or Board member. The application form asks for contact details should we require an endorsement. Please make sure that the organisation from which you are asking for endorsement, knows you have put them forwarded and that somebody from the Funding team might be in touch.

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### Part 2: Delivery Plan

This section is all about your intended delivery. If it is helpful, please condense your answers down into a series of concise bullet points. Where appropriate, a diagram can be up-loaded to illustrate your answer.

- **Please tell us about the purpose/ethos of your organisation and what you do? (approx. 250 words)**

This will help us to understand why you are interested in accessing this fund.

- **Please describe the project activities you are requesting funding for. (approx. 500 words)**

Be as specific as possible about what you plan to deliver and how this will be done.

Please do not tell us about the need for your project in this section.

All projects must have **sport** as the central focus from which positive outcomes can be achieved. Your programme activities should be based on a clear understanding of the vulnerabilities of the young people you intend to work with. As a guide, the sort of information we are looking for within your answer are:

- Outline the timings of the programme (ie when) and explain why these are most appropriate for the cohort of young people.
- What activities do you intend to offer to young people with increased vulnerabilities, please include details of both the sport and 'sport plus' offer that wraps around this core provision i.e., mentoring, personal development, volunteering opportunities, qualifications etc.
- How are the activities tailored to meet the interests and needs of individual young people?
- How will the sessions be structured to create a safe space for vulnerable children and young people? i.e., Trauma Informed Practice
- Will the activities be delivered in groups or one-to-one?
- Have you considered safety for the young people to get to and from the venue.
- Do young people need to access provision outside of their local community for safety, peer influence, the potential for labelling and negative stereotypes?

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- **Why is the project needed? (250 words)**

Use this question to describe the challenging circumstances and additional vulnerabilities faced by the local community and the young people who live within it. Show that you understand the needs of the community you will be delivering in. Where possible, statistics can help to demonstrate the needs of the local area and support your explanation, i.e., Violence Reduction Unit Community Sport Audit (where applicable), Local Authority JSNA, Indices of Multiple Deprivation (IMD 2019), Youth Offending Statistics, Poverty data, School data around achievement and exclusions etc.

Please ensure that the statistics you select provide evidence for the need in your local area for example, ward and local authority data. Wherever possible, try and avoid national statistics to support your application.

Make sure that you are aware of other provision in the area, tell us how you fit into the wider picture and how you are adding value or filling a gap in provision. If you are currently delivering

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secondary level provision, please outline how this project will be different to avoid double funding.

- **Tell us about the needs and vulnerabilities of the young people you intend to work with. (250 words)**

Referring to the eligibility criteria above, use this question to describe the secondary cohort you intend to work with.

- **Please tell us about the staff who will deliver on this project. (300 words)**

Use this question to tell us about the staff and/or volunteers who will be working with the young people on this project. We are interested to find out more about their passion and commitment for the role sport can play for young people. As a guide, the sort of information we are looking for within your answer are:

1. Tell us about their experience to design and lead sessions for vulnerable young people.
2. Tell us how staff provide additional support to participants in and out of the session, e.g., mentoring, personal development opportunities, developing strong relationships, acting as an advocate for young people, navigate wider support services.
3. Tell us how staff have developed a wider understanding of issues that would affect young people during sessions i.e., trauma informed practice, ACE's, low level mental health.

- **We know that connecting to local partners and networks can enhance the quality of work with vulnerable young people. Please list any partnerships and networks you are involved in and how these support your work with young people. (250 words)**

Where applicable, please include details of any partners that are directly involved in the application.

- **Please provide examples of any similar projects you have managed in the past 2 years. (300 words)**

Please provide details of similar projects you have managed in the last 2 years, including number of participants supported, details of how it was funded, how you made the project a success and what were the achievements/outputs/outcomes for children and young people.

- **Taking into consideration the question above, please select from the list the most significant challenges you faced to delivering sports provision to secondary tier cohorts of children and young people.**

(n.b. please note, this question does not contribute towards your final score and has been included to allow us to better understand the challenges faced by the sector and how we might design the capacity-building support that accompanies the programme)

- **Projects will need to begin recruitment and delivery quickly to maximise the benefit of the grant. How will you recruit young people onto the programme? (200 words)**

As a guide, the sort of information we are looking for within your answer is:

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- Do you have a waiting list of secondary cohort young people.
  - Do you currently delivery primary provision which includes secondary tier young people? Would they benefit from additional opportunities that can be provided through this fund?
  - Are you working with secondary young people who may not meet the thresholds set in place for other projects.
  - Is there an emerging need in the area?
  - Do multi-agency partners signpost young people to your session?
  - Do young people self-refer?
- **Please explain how you have considered sustained delivery and positive pathways for the young people taking part in this project? How will they continue to take part in and benefit from sport beyond this time limited project? (300 words)**

As a guide, the sort of information we are looking for within your answer is listed below:

- Describe potential exit routes available for young people to continue their engagement in sport-based activity sessions.
- Do you have exit strategies that allow young people to step down to primary provision when/if appropriate. How will you eventually embed the young person back into their local community sport provision?
- Does the project develop partnerships with local agencies to build trust between young people and other agencies?
- Does your organisation have the knowledge and understanding of systems and processes for accessing other agency services and are you prepared to support young people to navigate the system?

### Part 3: About the beneficiaries

In this section we are interested to find out information linked to your target audience of young people. We understand that providing secondary level activity for vulnerable and at-risk young people can be more challenging and therefore you may be working with smaller numbers of young people.

Questions relate to:

- The venue where activity will be delivered
- The total number of individual young people that you are likely to engage via this programme (recognising that this will be an estimate) – weekly and in total
- On average, how many hours will intend to deliver sport activity per week
- On average, how many hours you intend to deliver personal development activities, e.g. mentoring, volunteering, qualification, one-to-one support etc.
- demographics relating to the cohort (e.g., age, gender, ethnicity, disability,)
- Referral routes (*where applicable*)
- Staffing and volunteers within your organisation
- Current data capture methods.

### Part 4: Budget

Please tell us how much funding you require to deliver your project. Please include how you have come to these figures by showing any simple workings.

For example: Staff – 15 hours @ £20/hour (including oncosts) x 10 weeks = £3000



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Funds are available for:

- Core running costs that are incurred through the day-to-day operations of the organisation. These include rent, overheads, salaries, utility bills, insurance payments etc. (up to 50% of the total amount of funding requested)
- Costs associated with the delivery of sport and sport 'plus activities such as:
  - Equipment (up to 20% of the delivery budget) – e.g. sports equipment or kit
  - Staff costs including project management time, coaches, mentors, youth workers, support workers, staff to support group work and 1:1 sessions
  - Facility Hire
  - Training costs for young people/staff
  - Transport costs for referrals / to transport young people to sessions
  - Rewards and incentives for young people
  - Volunteer expenses
  - Food
  - Monitoring and Evaluation e.g. staff time or IT equipment to support monitoring, evaluation & learning. We will pay for a Views licence for each organisation for the duration of the project (5 months) but please include £200 in your budget if you wish to continue to use the system for the full year - this is good practice and will support sustainability.

### **PART 5: Review & Declaration**

Part 5 of the application form contains a series of self-declaration questions relating to:

- Health and safety policy and procedures
- Public liability insurances
- Holding a business bank account
- Safeguarding & child protection policies & practices
- Staff & volunteer codes of conduct
- DBS checks
- Data protection.

We expect each applicant to ensure the level of Safeguarding and risk management is appropriate for the young people intended for engagement.

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### Application Assessment

In the assessment process we will look at the eligibility criteria of the organisation and experience of working with the secondary cohort of young people. We will assess your proposed delivery using the [Theory of Change](#).

We will check your proposed budget; however, we do not have a value for money formula or an indicative cost per head. We understand that providing a secondary level intervention with vulnerable or at-risk young people can cost more than universal, open-access community sport sessions i.e., staff ratios may be higher and follow up support in-between sessions is often required. We will look at each budget and assess if it is proportionate to the project proposed.

We are not stipulating the numbers of young people that you need to engage within this project. We understand that you may be working with smaller cohorts of young people than in a universal, open-access sport session and therefore, whilst we will consider if costs are reasonable, achieving a certain number of young people will not form part of the scoring process.

We will use the matrix below to ensure a consistent approach is taken when scoring grant funding applications. Organisations are required to answer each question in the application form as fully as possible, as each question will be assessed against the criteria. **Every question in the grant application form must achieve a score of 3 or more in order to progress.**

Score	Description
0	No response or no evidence
1	Very Poor. The response clearly fails to meet the criteria detailed in the question. The response exhibits clear and significant omissions with regard to meeting the criteria detailed. Inadequate or no supporting evidence has been provided to support the response.
2	Poor. The response satisfies only some of the criteria detailed in the question. The response has some omissions with regard to meeting the criteria detailed. Some evidence is provided to support the response; however, this is lacking in sufficient detail in one or more areas.
3	Satisfactory. The response satisfies the criteria detailed in the question. Some evidence is provided to support the response, any missing evidence or detail is only minor.
4	Good. The response fully and successfully meets the criteria detailed. Full and relevant evidence is provided to support the response.
5	Excellent. Exceptional response that meets or exceeds all criteria detailed in the question. Full and relevant evidence is provided to support the response.

## Frequently Asked Questions

### Partners

#### **Who are the 3 consortium partners?**

StreetGames <https://www.streetgames.org/>

Alliance of Sport in Criminal Justice <https://allianceofsport.org/>

Sport for Development Coalition <https://sportfordevelopmentcoalition.org/>

#### **Can we work with partners on the project?**

Yes, it's fine to be working with other local partners on the project, just make sure you tell us about this in the relevant sections of the application form.

#### **Does our organisation need to have a formal referral pathway in place with an external agency?**

No, whilst partnership work is necessary to effectively meet the needs of vulnerable young people; signposting, formal and informal referral pathways are all necessary mechanisms to engage with the target cohort.

### Target audience

#### **Will grants only be made to those organisations delivering in the 20% most deprived communities across England and Wales?**

Whilst we know that vulnerabilities of young people living in the most deprived communities are often heightened in comparison to those living in the least deprived communities, we also acknowledge that young people at risk of becoming involved in youth crime come from all communities. As each community faces a unique set of challenges, it is important that you tell us about the ones impacting upon the young people in your local area in the application form.

#### **Will provision only include those young people identified as having secondary tier needs?**

No, we understand that sport provision may include young people from across the continuum of primary, secondary and tertiary cohorts. However, this funding must be used to fund the work with those young people from within the group who have been identified as having secondary level needs and vulnerabilities as outlined throughout the briefing document.

#### **Are there any resources available to support my understanding of SECONDARY level provision?**

Yes, a Theory of Change has been developed to explain the role of sport at Primary, Secondary and Tertiary levels of need. This includes a description of all the elements that need to be considered and how these differ across the continuum. There is a link to this document in the briefing guide on page 4.

#### **Do we need to engage a minimum number of young people to meet the requirements of the fund?**

No, the size of the cohort will be determined by the level of vulnerability of the young people taking part. Please ensure that you are realistic with your intended target numbers. We acknowledge that this fund looks different to most mainstream sport delivery and therefore do expect that you will be working with smaller cohorts.

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### Delivery of sporting activity and sport 'plus' - what and when

#### ***How many hours should we plan to work with secondary young people on the programme?***

This will vary depending upon the individual needs of those on the programme, children and young people experience different levels of vulnerability across the continuum. It may be appropriate for some young people to take part in two hours each week, whilst others may require a much higher number of contact hours. You know the needs of the young people you work with, therefore make sure you explain this to us in the application form.

#### ***Do all projects need to have additional elements of delivery beyond sport?***

Yes, we would expect that all secondary tier provision builds in an appropriate level of additional activities that can support personal development opportunities for young people.

#### ***Can I apply to work with children and young people during curriculum time?***

*No, all activity funded through this grant must be delivered outside of curriculum time to avoid double funding activity currently paid for by the Department of Education.*

*One of the biggest successes of community sport is the voluntary nature of participation and therefore it can be difficult to build upon personal choice where there is a degree of required attendance.*

#### ***Can delivery take place as part of an after-school club based at an educational establishment (including primary schools, secondary schools, further education establishments and PRU's)?***

Projects delivered on education premises must provide activity to the wider community, and not be limited to young people that attend the establishment. Any after school club style activity must demonstrate how it feeds into a broader, year-round community sport offer and is not limited to term time only/academic attendance at the establishment.

We understand that many community sport organisations have developed relationships with their local partners in education and that this is a common way for staff to build relationships with children and young people. Where appropriate do tell us about this element of the programme (should it be applicable to you), but don't forget to tell us what happens to these young people next.

#### ***Can we apply to run sessions during February ½ term?***

Yes, absolutely. But we will not just fund sessions in the holiday period, your delivery must be term time as well. You can also apply for food to deliver an age-appropriate Fit and Fed session during the holiday period.

### Funding

#### ***Can I apply if my CIC is limited by shares rather than guarantee?***

*Unfortunately not, we can only fund 'not for profit' organisations that have no share capital and are unable to pay profits/dividends.*

#### ***Will funding continue beyond 31<sup>st</sup> March 2023?***

We understand that to make meaningful impact on the target group you need to work with them for longer than 12 weeks. However, at present this fund is only available up to March 2023. We must collectively evidence the need for this work, which is why we will require your monitoring and evaluation.

#### ***Do I have to spend all the funding by the 31<sup>st</sup> March 2023 or can we carry funding forward into the next financial year***

Unfortunately, all funding has to be spent by the 31<sup>st</sup> March 2023.

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### ***Do we need to apply for the full £20,000?***

£20,000 is an indicative amount, you may not require this amount to deliver your project. The amount of funding will depend upon how many young people you plan to engage and the level of vulnerability they demonstrate, we know that it costs a lot more to work with some young people than others. Provision for young people who have only just moved into the secondary tier of need are likely to cost less per head than those working with young people who are at the high end of secondary vulnerability. Please cost your project as needed by your organisation and remember that funding must be spent by 31<sup>st</sup> March 2023.

### ***Can we apply for more than £20,000?***

If you think that your project budget will be more than £20,000, we strongly recommend you email us. [youthjusticesportfund@streetgames.org](mailto:youthjusticesportfund@streetgames.org)

### ***Do we need match funding?***

For this round of funding, we are not requesting match funding information from you and it's not necessary.

### ***Can we apply as a consortium?***

Unfortunately for this grant round we are not accepting consortium applications.

### ***If I deliver in more than Local Authority, can I submit one application to cover both?***

*You will need to submit one application per Local Authority area. (People, partnerships and need are likely to vary by locality).*

## **Application**

### ***What classifies as a conflict of interest and why would I need to register one?***

*For any applicants who are currently employed, or related to a member of staff employed by (consortium partners) you will need to register this as a conflict of interest. This will not necessarily preclude your organisation from accessing the fund, the application will be reviewed on its own merit and a judgement made upon the appropriate management or any conflict of interest.*

*Can we up-load video evidence to support our application?*

*Whilst we encourage organisations to up-load additional documents/evidence (inc policies, press, reports, videos etc) in support of the application. It is important that you use the text boxes in the application form to fully answer each of the questions to give yourself the best chance of receiving the maximum number of marks available.*

### ***Do we need to gain consent to share participants personal details with StreetGames and/or the Ministry of Justice?***

StreetGames and the Ministry of Justice acknowledge that the collection, storage and submission of vulnerable young people's data should be done responsibly. Please collect and handle sensitive data accordingly, in line with your own policies. Once shared with StreetGames, data will only be analysed in an aggregated format, no data will be analysed on an individual level. To clarify, StreetGames will not analyse personal details such as names and for reporting purposes will only access total numbers relating to total participants, demographics, sessions, etc.

All data uploaded and stored within Substance Views accounts will be secured by your organisations login details, two-factor authentication (should you enable it), and data protection/anonymisation features within the account. Should you wish to view it, you can find the Substance privacy policy here: <https://www.substance.net/privacy-notice/>

### ***What training might we consider?***

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We will carry out a training needs analysis with all successful applicants during December/January to identify where we can support you with this. Courses such as Advanced Safeguarding, ACE's and Trauma Informed Practice may be ones to consider.

### ***Where can I access more support?***

Please email [youthjusticesportfund@streetgames.org](mailto:youthjusticesportfund@streetgames.org) if you have any additional questions, require further support.

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The following FAQs relate to the grant application portal:

***Are you able to save and finish your application at a later date?***

Yes, of course you can. Please just make sure that you press save before leaving the portal. To continue your existing application later, please make sure to log in via the [StreetGames Website/Portal](#) and not via the application link.

***I've forgotten my password; how can I access the portal?***

Please click the forgotten password link on the log in page of the [StreetGames Portal](#). Failing that please get in touch with our Network Support Team at [network.support@Streetgames.org](mailto:network.support@Streetgames.org)

***I've lost my saved application, where has it gone?***

Please only use the application link to start your first application. If you access the application link more than once, you will open and start a blank application form. To check or access any saved progress, please log in via the [StreetGames Website/Portal](#) and not the application form link.

***My application isn't showing as submitted?***

Please check that you have pressed the submit button. You can check this by logging in via the [StreetGames Website/Portal](#). Please make sure that when you are ready to submit your application that you press the 'submit' button.

***How do I view my submitted application?***

You can do this by logging into the [StreetGames Portal](#) and accessing 'submitted applications' on the drop-down menu on the right-hand side of the applications page.

***How do I return my Partnership Agreement?***

All Partnership Agreements have to be returned via the [StreetGames Portal](#). Once logged in, you will be able to do this by accessing the 'requirements tab'. For any further support/guidance on the StreetGames Portal please access the [StreetGames Project User Guide](#). Or please don't hesitate to get in touch with our Network Support team at [network.support@streetgames.org](mailto:network.support@streetgames.org)

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### Useful Weblinks and Contacts

Consortium partner websites:

[StreetGames](#)

[Homepage | Sport for development coalition](#)

[Alliance of Sport in Criminal Justice](#)

Useful weblinks:

[Sport-and-Positive-Outcomes-Theory-of-Change.pdf \(streetgames.org\)](#)

[Using sport as a mechanism for reducing youth crime](#)

[Reducing youth crime](#)

[Scale-Up Toolkit | Contextual Safeguarding](#)

[Safeguarding and Risk Management Hub – NYA](#)

Contacts:

If you have any questions about the fund please email: [youthjusticesportfund@streetgames.org](mailto:youthjusticesportfund@streetgames.org)

Alternatively, if you wish to speak to somebody in your region please find the relevant contact details below:

North West

Contact: Chris Tomlinson

Email: [Chris.Tomlinson@streetgames.org](mailto:Chris.Tomlinson@streetgames.org)

North East & Yorkshire and Humber

Contact: Ian Hepplewhite

Email: [Ian.Hepplewhite@streetgames.org](mailto:Ian.Hepplewhite@streetgames.org)

Midlands, East, South West and South Central

Contact: Sarah Clarke

Email: [Sarah.Clarke@streetgames.org](mailto:Sarah.Clarke@streetgames.org)

London and South East

Contact: Emma Tugby

Email: [Emma.Tugby@streetgames.org](mailto:Emma.Tugby@streetgames.org)

Wales

Contact: Kevin Roberts

Email: [Kevin.Roberts@streetgames.org](mailto:Kevin.Roberts@streetgames.org)