



Introduction

Ealing Council has set aside £10,000 of their Transform Your Space Fund especially for young people to apply. This Transform Your Space Young People's Fund (TYS5-YPF) offers up to £1,000 towards your project, and no more than 80% of the total cost of your project.

To apply you must be between 16-24 years.

We encourage applications from groups of young people.

If you wish to apply as an individual the maximum will be capped at £500.

General Criteria

We will consider your project providing:

- 1 The location(s) is (are) in the London Borough of Ealing.
- 2 **It transforms a public space, whether outdoor or indoor, to become a safe and vibrant place that can be used by young people or a mix of young people and adults; and shows how you are working with others in the community**

What will we be looking for?

- a) Your project creates a safe space for young people to be in.

A few ideas might be

- Groups of young people decorating pavements with street art
- A team designing a digital treasure hunt to explore points of interest about a place
- An event in a park or a pop-up street performance
- Brightening up a disused or neglected space with plants or sculptures
- Upcycling to re-use unwanted items creatively

- b) Your project shows that you engage other people too.

For example

- Getting support and involvement with people you know
- Asking someone you respect/admire to help you with your project because they are good at:
 - o Filling in forms
 - o Digital media
 - o Taking photos or videos
 - o Finding a meeting place
 - o Getting other people along
 - o Talking about your project
 - o Creating art
 - o Making music
 - o Performing/entertaining
- Sharing the project with your family, your neighbours, your school, college, university, youth club or interest group so they can tell others about it and help promote it
- Offering opportunities for people to offer their time to lend a helping hand or volunteer

- c) You have a plan for your project (see paragraph 5 for what this should include)



3 Eligible Applications

You can provide us the information on your project in one of the following ways:

- a 2 mins video that you send to dosomethinggood@ealing.gov.uk
- Completing a Transform Your Space – Young People's Fund form that you can download from www.dosomethinggood.org.uk and sending it to dosomethinggood@ealing.gov.uk
- running a crowdfunding campaign on [Ealing Connects](#)

4 You must show that you have support and engagement with people in your local area via any of these channels (by 13 January 2020):

- At least 20 individual (this means that if one person pledges, likes and follows the crowdfunding campaign that will only count once) campaign pledges, follows, likes or comments on your crowdfunding campaign (with no less than 10 pledges) on www.Spacehive.com or other crowdfunding platform
- A link on www.dosomethinggood.org.uk to your social media campaign such as Facebook, Twitter, Instagram, with at least 20 people with comments of support or improvements
- A public petition or survey with at least 20 different people taking part or responding

5 Your project plan must cover these 10 points (your checklist):

1. Show what the place looks like now – photos or pictures are good for this, make sure that you label them with your Project Name and the name of the young person completing this form, what you want to change, and what difference you hope to make and who is likely to benefit and how. (See Application Form 2. Your Project Idea. This is your chance to give us a well communicated vision of what you want to achieve)

When you are thinking about who is likely to benefit then don't forget to tell us how you would contact them; this makes up part of your Communications Plan.

You may know how to contact young people in general, so write this into your plan. You may also know people that have experience of any of the following:

- Being a carer
- Being from an ethnic minority group
- Being gay, lesbian, transgender
- Being homeless
- Being a lone parent
- Being a looked after child
- Being an ex-offender
- Being a person with learning difficulties
- Being a person with mental health issues
- Being a person with physical disabilities
- Being a refugee or asylum seeker
- Being a resident on a housing estate
- Being a substance misuser
- Being a Traveller
- Being unemployed
- Being a victim of crime
- Being a young man or boy
- Being a young woman or girl



Why not talk to them and ask them how they would like to be contacted.

To show how these people would benefit think if your project does any of these:

- Helps Ealing have the smallest environmental footprint possible
- Helps the economy grow by creating jobs & opportunities for residents to reduce poverty and increase incomes
- Helps create strong community that promotes diversity with inequality and discrimination reduced
- Helps the borough feel safe and clean where people want to live
- Helps people be physically and mentally healthy, active and independent
- Helps children and young people to grow up safe from harm and fulfil their potential

If the answer is yes please explain how.

2. have permission for you to use the space (See Application Form 2. Your Project Idea Landowner permissions. Find some advice and guidance about [landownership](#). The Council will want to see an email/letter from the owner for example)
3. have a list of people, with their contact details, that you will tell about your project (See Application Form 2 Your Project Idea How does your project engage other people?)
 - o how would you use and store their contact details, and when would you destroy or delete them? (to comply with GDPR)
 - o If there are any people who might not be able to take part in my project how do I let them know?
4. have a list of things that need to be done and when they need to be done by (See Application Form 3 Project Plan)
5. have a list with the costs of what you will need (See Application Form 4. Budget Plan/Project Costs to deliver your project)
6. have ideas of how you will raise the additional funds you need to deliver your project (See Application Form 5. Fund Raising Plan; e.g. hold a pizza party/a cake bake, crowdfund and ask others for their ideas)
7. have either an adult project sponsor, or two adult referees who can vouch they know you and believe you are responsible and trustworthy – they cannot be related to you but could be someone from school or college, a youth worker or a faith worker for example. Ask them to help you think about
 - o what might go wrong and who would be harmed?
 - o what could be done to stop this from happening?
 - o if it happened what would need to be done, and who would do it?(See Application Form 1. Your Details and 6. Safeguarding and Quality Assurance. Section 6 covers Safeguarding, Risk Assessment, Data Protection, Consent Forms for photos/videos of children aged under 18, and will need to be signed by your project sponsor/2 referees)
8. how you will show us your progress with your project e.g. a video-blog, testimonies from people who are helping, a presentation with photos, a monthly update monitoring form that shows the numbers of new volunteers/helpers and participants, including those aged 16-24 years, an occasional site visit from an officer or Councillor



9. have a promise from you to show us what you have delivered *and* what you have learned
10. have your name and contact details, the name of your group and the names of others in your group. (See Application Form 1. Your Details) NB if you are offered money from this fund we will also need your date of birth (DOB)

6 **Key Dates:**

This fund is being launched in the autumn half term week, 25 October 2019

Deadline for receipt of www.dosomethinggood.org.uk applications: 16 February 2020

Deadline for projects for crowdfunding on [Ealing Connects](#): 13 January 2020
(This gives time for the projects to be independently verified before raising funds)

Selection panel w/c 24 February 2020

Ealing Connects pledges announced in first week of March 2020

Dates for completion of crowdfunding campaigns to be advised by Spacehive, aiming for all campaigns to hit their targets by mid May 2020

Non-crowdfunding selection – first week of March 2020 letter to each applicant to advise if they have been successful.

Please note, payments will be made on completion of further checks, particularly with respect to other funders, payment details are verified, and the Funding Agreement Form setting out the Councils Terms and Conditions, has been signed, witnessed, dated and returned to the Community Management team.

Funding will be released 50% at the start of the Agreement and then two further payments as set out in the Funding Agreement Form.

It is expected that projects should be able to start from June 2020.

There is a support programme consisting of

1. Youth Workshop – run by Young Ealing Foundation
2. Integrated Youth Service – promotion and youth workers' support
3. Invitation to Funder's Fair 26 November
4. Spacehive workshop (in partnership with YEF)
5. Spacehive half day capacity clinics x3 (with general TYS5 applicants)
6. Spacehive's "How to run a crowdfunding campaign" webinars
7. Spacehive's online campaign resources and guidebook
8. Ealing 4 Fundraising

If you want to talk about your project ideas with a member of the Community Management Team please email dosomethinggood@ealing.gov.uk or

Tel 020 8825 6426 / 020 8825 5818/ 020 8825 8021



TYS- YPF Timetable

Event	When/Where
Launch	Half-term (October 2019)
Funders Fair (ECVS)	26 November 2019
Project ideas workshop (with Young Ealing Foundation)	28 November 2019
Range of development workshops/support	November 2019 - January 2020
Deadline for projects to be uploaded on Ealing Connects (for verification)	13 January 2020
Deadline for projects to be on DSG or 2-min video to be sent to dosomethinggood@ealing.gov.uk	16 February 2020
Publish results	w/c 2 March 2020
All funds secured	Various – most by end of May 2020
TYS project delivery	From beginning of June 2020