

**Camden Council's Integrated Youth Support Service (IYSS)**  
**Youth Work Grant Funding Programme**  
**2023-2025**  
**Guidance Notes**

**1. Introduction:**

***Youth Mission - By 2025, every young person has access to economic opportunity that enables them to be safe and secure***

Camden is home to huge opportunities for young people, with sector-leading public services, a rich community of youth activities, and exciting global and local employers. And yet, not all young people have access to these opportunities – or can translate their ambitions and talents into opportunities that help them to be safe and secure. We want to create a borough where every young person can access and create opportunity – regardless of their background or identity and where value of caring responsibilities are recognised and appropriately compensated. We know that 16 to 24-year-olds were disproportionately affected by the lack of employment opportunities caused by the pandemic, and that young Black people were particularly affected. Now is the time to act to reverse this growing inequality – [\*\*We Make Camden\*\*](#)

Camden Council's IYSS is making funding available to voluntary and community sector organisations (VCSOs) to deliver youth services from 2023- 2025 in line with the above mission. The role of the VCSOs forms an integral part of youth provision in Camden, ensuring there is a networked model of delivery through close working between the Council and the VCSO that ensures there is a balance between universal and targeted youth provision across the borough. It is expected that the work of the VCSOs will complement the Council's youth service strategy linking to Early Help and Resilient Families Programme. The Youth Work Grant Funding Programme therefore intends to facilitate this aim and support partnership working amongst and between community organisations and the council.

The Youth Work Grant Funding Programme has the following aims for work with young people 13-19 years old and up to 25 years old with Special Educational Needs and Disabilities (SEND). All applications for this funding should be based on the aims given below.

**Grant application applications must clearly demonstrate how their outcomes will meet all of these aims and contribute to the delivery of youth work across the borough, meeting the aspirations of the Council as stated above.**

**1.1. Programme Aims**

**Improve access to youth services for Camden young people aged 13- 19 years old and up to 25 years old with SEND only:**

- Making sure that all young people from different communities have fair and equal access to structured programmes of youth work activities that leads to achieving better outcomes

**Improve life chances of Camden young people aged 13- 19 years old and up to 25 years old with SEND:**

- Enabling young people to achieve their potential through positive engagement in education, employment, training, in society and not be held back because of background, circumstance or experiences
- Enabling the personal and social development of young people including improving skills and confidence
- Building resilience and determination amongst young people and communities
- Promoting positive opportunities and engagement of vulnerable and/or excluded young people

**Build an ever-more inclusive and cohesive borough:**

- Within and between young people from different communities as well as amongst individual young people
- Increasing the social inclusion of young people
- Promoting civic engagement and active involvement of young people in their community and in service design and delivery

**1.2. The application MUST meet each of the following conditions:**

Organisations applying for this funding will be required to meet each of the following conditions:

- Must deliver youth work sessions for **13- 19 years old and up to 25 years old with SEND**. At least 80% of the funding should be used for work with 13- 19 years old and up to 25 years old with SEND
- Must be able to deliver programme after school (4-7 pm) and or evening
- Be able to demonstrate how the participation of young women will be increased
- Must have a track record of delivering youth work programmes that leads to young people receiving Recorded and Accredited outcomes.
- The funding can be used to cover youth worker salaries, programme cost etc.
- Must be able to offer youth work programme that leads to young people receiving Recorded and Accredited outcomes
- Have a governing document whose objectives are in line with the aims of this funding programme
- Not promote religious beliefs/practices or party political activities
- Be from a registered charity and not for profit organisation based in Camden
- Have latest annual approved accounts
- Have a bank account in the organisation's name with at least three signatories
- Have a minimum of five trustees, one of whom either live or work in Camden
- Not applying for costs which have already been incurred and or for the core funding of the organisation
- Have signed a lease for premises or have an appropriate tenancy agreement, if occupying a Council property

**1.3. Funding Available 2023 - 2025**

In total, there is £250,000 per annum available for VCISOs to support the delivery of youth work across the borough.

- The maximum amount that can be applied for is £30,000 per annum for a single organisation application. There is no upper limit for a partnership bid.

Camden Council has worked for a number of years to improve its own practice as local employers, and to influence the employment practice with our supplier organisations. We are encouraging our partner organisations to pay their workforces at or above the London Living Wage for the benefits it brings to both employers and staff.

The link to the Living Wage Foundation website will provide you with more information.  
<http://www.livingwage.org.uk/>

#### 1.4. Submitting multiple applications

- **We will only accept one application per organisation** (*an organisation cannot submit its own application and be the lead organisation in another*)
- **However, an organisation can be a partner in one or more project** (*including being the lead on one application and a partner in another or submitting its own application and being a partner in a different one*)

#### 1.5. Deadline for Applications.

The deadline for applications is 23<sup>rd</sup> October 2022. Once you have completed your application form, please submit an electronic version along with all required documentations to:  
[youthworkfunding@camden.gov.uk](mailto:youthworkfunding@camden.gov.uk)

#### 1.6. Funding programme timetable

<b>Launch of Funding Programme</b>	<b>Week beginning 26<sup>th</sup> September 2022</b>
Application Deadline	<b>23<sup>rd</sup> October 2022</b>
Assessment process & decision	<b>Week commencing 24<sup>th</sup> October</b>
Final decision and notification	<b>December 2022</b>
Finalising funding agreements	<b>January to March 2023</b>
Award of funding	<b>1<sup>st</sup> April 2023</b>

#### 1.7. Completing the Application form

This section will give you some more information and guidance in completing some of the questions in addition to the notes on the application form itself.

##### **Additional Evidence:**

- **You should submit additional evidence as attachments with your application to support the statements made in your application. How much information to submit is at your discretion, but please ensure that it is both recent and relevant to the questions asked.**

##### ***Examples of the types of evidence:***

- *Collaborative / Partnership agreement*
- *External evaluation of previous work*
- *Consultation reports or findings (with young people or parents)*
- *Minutes from Youth Forum/Youth Committee meetings*
- *Previous examples of Recorded/Accredited outcomes*
- *Previous examples of youth work curriculum planning and evaluation forms*

## Section 2: About your organisation:

Outline your organisation's purpose as stated in your governing documents, if you are applying as partnership or consortium, then provide details on each agency. This should include:

- Details of your organisation's current/main activities
- Services you currently offer to young people and the wider community
- Whether you work with any specific target groups, i.e. work with young women, young people with learning difficulties or disabilities etc.
- Details of your organisation's track record in delivering youth work, including your approach to informal education and the youth work curriculum, outcomes achieved etc.
- Age-range of people your organisation works with
- Number of staff your organisation employs and their roles, inclusive of youth work roles

**If a partnership bid, then provide details for each organisation.**

## Section 3. About the youth project you are applying for funding for

You should concisely outline a clear picture of what you will do, and cover the following:

- Aims, objectives and outcomes of your youth provision
- The range of youth work programme will be on offer
- Any target groups you wish to work with e.g., young woman
- Number of youth work sessions you will offer per week and any holiday programme
- The time you will deliver your youth work session e.g 4 - 7pm
- What needs are you aiming to address and how you have involved young people in identifying the need for this project
- The organisation you will work with (if any)
- How you will use the funding e.g, for 2 youth workers to deliver 4 weekly youth work session plus holiday programme etc.

You should also detail your approaches to delivering the youth work curriculum and any consultation, evaluation of your current youth work programme.

Information about Camden data can be found on the following link:  
<https://opendata.camden.gov.uk/>

## Section 4. Beneficiaries

**Estimate the number of young people for the following categories you will be working with. These categories are standards that Camden Council's Integrated Youth Support Service uses to benchmark performance (see attached appendices, for a more detailed description of each category) but broadly:**

- **Reach/Contact** is the overall numbers of young people you expect to be regularly attending your youth project in a given year
- **Participation** is the overall numbers of young people that you expect to attend regularly and participate on a programme of activities and youth workers have an ongoing relationship with.
- **Recorded Outcomes** is a measure used by both the youth worker and young person to evidence the learning that a young person has gained as a result of a youth work programme

- **Accredited outcomes** are a measure used to evidence the learning that a young person has gained as a result of successfully completing a local or national award via youth work process.

***You need to provide estimated figures for each covering the 24 months that the fund is available; these should be realistic and based upon your previous experience of delivering work of this nature***

- ***Of the total beneficiaries, provide a breakdown of ethnicity describing under each category and sub-categories***
- ***Outline how your project will reach out and make sure the project is accessible to all young people***

## **Section 5. Measuring outcomes**

Explain what measures you will use to track young people's progress. Tell us how young people will be involved in measuring and tracking progress please attach any templates your organisation use for measuring and tracking outcomes.

## **Section 6. Project Planning and delivery**

Provide details of key staff who will be involved in delivering the programme, what their qualifications, skills and experiences are in this area or work. If you are recruiting new staff, then list the skills, experience, and qualifications you will be looking for.

Provide details of any potential risks or challenges you are anticipating and the action you might take to mitigate these if they arise

## **Section 7. Finance**

Tell us how much it will cost you to deliver the youth project in total, even if you are not asking us for the full funding. If any of the funding for this project is coming from other sources, please state where it's coming from, how much, whether this is cash or in-kind and whether or not it has been confirmed.

## **Section 8: Signatory**

Provide full name and position held by the person completing the application form

## Appendices

### Contents:

- A. What is Youth work
- B. Guide to Youth Work Curriculum Areas
- C. Definitions of Reach/Contact, Participation, Recorded Outcomes and Participation

#### A. What is Youth work - Purpose of youth work (NYA)

Youth work is a **distinct educational process** adapted across a variety of settings to support a young person's personal, social and educational development

- To explore their values, beliefs, ideas and issues
- To enable them to develop their voice, influence and place in society
- To acquire a set of practical or technical skills and competencies, to realise their full potential

The **principles of youth work** are supported by reflective practice and peer education, establishing and maintaining relationships with young people and community groups.

- Knowledge of how young people develop during adolescence and appropriate support
- Trusted relationships and voluntary engagement of young people
- Understanding how to establish boundaries, challenging behaviour and de-escalate conflict
- The importance of safeguarding in providing a safe environment for young people

**Youth work is underpinned by a clear set of values.** These include:

- Young people choosing to take part
- starting with young people's view of the world
- treating young people with respect; seeking to develop young people's skills and attitudes rather than remedy 'problem behaviours'
- helping young people develop stronger relationships and collective identities
- respecting and valuing differences
- and promoting the voice of young people.

Youth work helps young people learn about themselves, others and society through activities that combine enjoyment, challenge, learning and achievement. It is a developmental process that starts in places and at times when young people themselves are ready to engage, learn and make use of it. The relationship between youth worker and young person is central to this process.

Youth work offers young people safe spaces to explore their identity, experience decision-making, increase their confidence and resilience, develop inter-personal skills and think through the consequences of their actions. This leads to better informed choices, changes in behaviour and improved outcomes for young people.

Youth work happens in youth centres, schools and colleges, parks, streets and shopping precincts – wherever young people gather. Youth work methods include support for individuals; work with small groups and learning through experience.

Youth workers work primarily with young people aged between 13 and 19 but may in some cases extend this to younger age groups and those aged up to 25. Their work seeks to promote young people's personal and social development and enable them to have a voice, influence and place in their communities and society as a whole.

### **Youth work outcomes and impact**

The terms *outcomes* and *impact* are often used interchangeably to describe the changes brought about by a youth work programme/intervention.

The National Youth Agency and the Young Foundations refers to outcomes as 'The Changes resulting from an organisation's activities'

Outcomes are the answer to the "So what?" question; "So what difference does it all make?" Outcomes may relate to behaviours, skills, knowledge, attitudes, values, condition, or other attributes. As outcomes relates to significant changes they tend to be achieved over months or years. Furthermore, outcomes focused on young people also benefit the communities in which they live.

**Impact** encompasses all the changes resulting from an organisation's activities or projects at a higher or broader level in the long term. It can be expressed as long-term goals for young people and includes effects that are:

- intended as well as unintended
- negative as well as positive

In the youth work context, it may include changes that were not included in a programme's objectives for example, increases in confidence as well as planned for achievements.

Outcomes Frameworks: a guide for providers and commissioners of youth services  
[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/391030/Outcomes Frameworks a guide for providers and commissioners of youth services A.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/391030/Outcomes Frameworks a guide for providers and commissioners of youth services A.pdf)

In regard to the Theory of Change which "describes the relationship between the proposed activities/interventions and the assumptions made/used in delivering the intended outcomes (both short-medium term). It sets out how and why you think the proposed initiative will deliver the impact". More information on the Theory of Change can be found on:

The New Philanthropy Capital publication 'Creating your theory of change – NPC's practical guide' provide some useful guidance on Theory of Change:  
<http://www.thinknpc.org/publications/creating-your-theory-of-change/>

### **The distinctive characteristics of youth work are:**

**Voluntary engagement:** The consent of young people - their choice as to whether to be involved is central to youth work.

**Active involvement:** Effective youth work encourages the active involvement of young people in the governance, development, delivery and evaluation of their local youth provision and / or the youth service

**Informal education:** Youth work is essentially an *educative* activity

**Flexibility and capacity to respond:** The broad canvas that youth work covers brings advantages to local youth services – giving them a relatively high degree of discretion and autonomy in selecting priorities.

## Youth Work Outcomes

### For young people

- Increased knowledge and skills
- Increased confidence and resilience
- Increased community engagement.
- Better inter-personal and emotional skills
- Greater ability to make informed choices

### B. GUIDE TO CAMDEN YOUTH WORK CURRICULUM AREAs

Curriculum area	Curriculum type
<b>1. Personal &amp; Social Development</b>	Relationships
	Communication
	Careers Guidance / Education
	Identity
	Peer Education
	Employment & Training
<b>2. Equality &amp; Diversity</b>	Sexism
	Racism
	Diversity & difference
	Celebrating cultures
	Disability
	Homophobia
<b>3. Health &amp; Well-being</b>	Sexual health & development
	Healthy living & lifestyles
	Healthy Eating
	Alcohol & drug use
	Personal Safety
	Outdoor education
	Sporting & physical activity
	First Aid Skills
	Dealing with stress
	Dealing with emotion, anger management
	Abuse & Bullying
<b>4. Participation and Inclusion</b>	Rights & responsibilities
	Volunteering & youth action
	Environmental education
	Decision making
	Fundraising
	Forum participation
	Planning & organisation
	Intergenerational work



<b>5. Learning &amp; Independence</b>	<b>Motivation &amp; learning</b>
	<b>Careers, work experience &amp; study</b>
	<b>Housing &amp; homelessness</b>
	<b>Finance &amp; managing money</b>
	<b>Life Skills</b>
	<b>IT Skills</b>
<b>6. Creative Learning</b>	<b>Drama</b>
	<b>Dance</b>
	<b>Music</b>
	<b>Fashion &amp; Design</b>
	<b>Art &amp; Craft</b>
	<b>Film, Media ICT</b>
	<b>Music Technology &amp; DJ-ing</b>

**Camden continuing to use the Resourcing Excellent Youth Services 2004 outcome which are explained below.**

### **C. Definitions of Reach/ Contact, Participation, Recorded Outcomes and Accreditation.**

The four benchmarks are:

- Reach/Contact
- Participation
- Recorded outcomes
- Accredited outcomes

#### **1. Reach/Contact**

**The benchmark is 25% 'reach' by youth services into the target 13-19 population** (to reflect cultural diversity of the community). 'Reach' will now be defined as a 'contact' and this will be the term used in reporting youth service activities.

The definition of a contact is:

- The youth worker knows the name and face of the young person and is consciously building a relationship with that young person
- The young person may attend events occasionally
- The young person may seek information or advice
- The young person may be involved in issue-based session/s with a group at a school (but attendance at school assemblies do not count).

#### **2. Participation**

**The benchmark for participation of the 13-19 population is 15%.**

The definition of participation is:

- The youth worker has an ongoing relationship with the young person and
- The young person is involved with/attends youth work sessions/activities on a regular basis and is participating in a youth work curriculum in some way *or*
- The young person takes part in a 'concentrated experience' – a piece of focused work such as a residential event or project

### 3. Recorded outcomes

**The benchmark is for 60% of participants to gain a recorded outcome. A recorded outcome is likely to have one or more of the following features:**

- It shows the benefit derived and demonstrates personal progress as a result of a youth work intervention – *it is the result of identifiable progress that has been made within a programme of youth work. Youth work often takes place with young people in groups and this is the context within which much individual progress takes place. Recorded outcomes need to identify the achievement/learning gains for individual members and describe any particular role undertaken by a young person. For example, a local certificate for participating in a particular event, reaching a personal goal or target.*
- Provides evidence to show action/progression/distance travelled which in this case is evidenced by a youth worker not an external awarding body – *to show distance travelled the record must identify starting points, describe the process/identify what happened, and be clear about the achievement, learning gain or end product. This may include, for instance, a decision made as result of counselling or a detached work encounter*
- Caters for different individuals – *a recording may utilise a range of formats that meet the needs and abilities of differing young people and can accommodate a variety of levels of involvement*
- Records a range of outcomes – *recognising that achievement is relative and depends on the starting point, the goals and length of time a young person has been involved as well as their individual needs*
- Might be measured against a declared curriculum and thus be used to mark the achievement of a previously negotiated target or series of targets for that individual young person - *this may be an individual action plan covering a period of time/a course programme/a specific piece of project work*
- Is meaningful (not just a narrative of events) – *confirms the achievement of a declared objective that is significant for that individual young person. Young people make many small steps on their learning journeys; for some individuals each small step is a major achievement and worthy of record, for others a number of steps are likely to be 'rolled up' into a package which becomes the recorded outcome (clearly, to be able to chart young people's journeys it will be necessary to have some indication of their starting points)*
- Is recognisable within Ofsted frameworks for inspection – *recorded outcomes will clearly be owned by the young person however, they should be able to provide evidence to inspectors seeking to report within the section 'Standards of young people's achievement and the quality of youth work practice'.*

There are three **key measures** that recorded outcomes can address:-

- young people's progress and success in responding to, and achieving, challenging targets set and negotiated for the acquisition of knowledge, skills and understanding
- young people's personal development, including their attitudes, values and self-confidence
- young people's ability to function socially and as active citizens who are both autonomous individuals and responsible members of a community

A range of tools/methods can be used for recording; for example: –

- *young people* may use learning plans, evaluation sheets, video, photography, diary logs, scrapbooks, and music etc. The use of peer recording is an acceptable and, in many cases, a desirable part of the process. However, it is recommended that the recording is usually evidenced or signed off by a youth worker to count as a recorded outcome.
- *youth workers* may use established frameworks, dated recordings to a standard format (perhaps shared by a local authority area or national voluntary organisation), notes made

in an individual young person's file, evaluation and monitoring sheets etc. (or a combination of these).

Where there is a 'product' e.g. a video, theatre production, series of photographs, booklet, newsletter etc. etc. it will be necessary for the youth worker and/or young person to also record the process by which this was achieved and the learning that has accrued for the young person within that process. The product of itself does not constitute a recorded outcome. This is of value to the young person who will have a better understanding of their specific contribution to the achievement of the group.

A recorded outcome does not necessarily lead to an accredited outcome. For some young people a recorded outcome is sufficient, for others the recorded outcome will form part of the learning journey towards an accredited outcome (see section 4).

***Examples of recorded outcomes: -***

A young person who has been bullied at school and stopped attending regularly has been working with a project to identify the problems associated with attending school and agreed an action plan with the youth worker. A recorded outcome could be counted at the point at which the young person achieves one of the targets negotiated within their action plan.

**The youth worker would need to have evidence to support this achievement and identify the learning gains for the individual young person.**

In your detached work you have developed a relationship with a group of young people aged 13-16 who are engaged in a range of risky behaviour. One of the group has indicated that she/he is "sometimes scared" by what happens when the group has been drinking heavily. You talk to her/him about their concerns and agree to go with them to a local project that has a specialist health education worker.

A recorded outcome could be counted at the point where the young person is engaged/involved with the project and has understood/learned more about alcohol use/abuse and is able to identify personal strategies to cope with behaviour within the group.

You are based in a 'one night a week' youth club that serves several communities in a rural area. During the evening you are talking with a young person who started attending the youth club in the last 3-4 weeks; they tell you that they are concerned about making choices at school that will have an effect on their future. As yet, they have no clear ideas about what they want to do in later life and are under pressure from parents to get a job and earn some money.

You put them in touch with their local Connexions service and agree to discuss the options in more detail the following week.

A recorded outcome could be counted at the point at which you know that the young person has met with a Personal Adviser and explored his/her options for the future.

You are running a structured life skills programme for 4 hours a day over 12 weeks. This involves the group of 10 young people in a range of activities designed to enable their re-engagement with education, training or employment. As part of the programme young people are able to complete unit/s of a local or national award.

**Not all members of the group will choose to or be able to gain an accredited outcome when they gain their award. However, all participants receive a certificate outlining their attendance and achievements and a recorded outcome could be counted at the point where the certificate is presented.**

#### **4. Accredited outcomes**

*The benchmark is for 30% of participants to gain an accredited outcome. Some young people may start to work towards an accredited outcome but may not achieve an award. In these instances what they have achieved, if properly supported and evidenced, can count as recorded outcomes.*

**Accredited outcomes will have one or more of the following features:**

- Successful completion of one or more modules of a locally or nationally recognised award – *accreditation often takes the form of a verified certificate*
- Be undertaken by young people supported within the youth work process - *the programme followed fits into the ethos of youth work and enables young people's ownership of the process*
- Have currency/credibility outside youth work including enhancing life and social skills and, where possible, a link to employment, education and training – *many of the accreditation routes widely used within youth work are chosen because of their obvious benefits to the development of young people who can effectively integrate in society and become active citizens.*
- Be subject to either independent internal verification by the organisation making the award or be externally assessed by an awarding body – *therefore, securing quality, equality, consistency and attention to the health and safety of workers and young people.*