

# **Report of the Interim Assistant Director of Neighbourhood and Customer Services to the meeting of Bradford West Committee to be held on 22 July 2015**

**E**

---

**Subject:**

**Youth Opportunities Funding 2014/15**

**Summary statement:**

**The report informs the Bradford West Area Committee of the projects funded by the Youth Opportunities Fund for the Bradford West area. The report will also highlight the range of activity provided and the achieved outcomes for young people. The report will also make recommendations for future deployment of the Youth Opportunities funding for the Bradford West Area.**

---

Ian Day  
Assistant Director – Neighbourhood  
and Customer Services

**Portfolio:  
Children’s Services**

Report Contact:  
Bhulla Singh  
Phone: (01274) 432597  
E-mail: bhulla.singh@bradford.gov.uk

**Overview & Scrutiny Area:  
Children & Young People**

## 1. SUMMARY

- 1.1 The report informs the Bradford West Area Committee of the projects funded by the Youth Opportunities Fund for the Bradford West area. The report will also highlight the range of activity provided, and the outcomes for young people. The report will also make recommendations for future deployment of the Youth Opportunities Funding for the Bradford West Area.

## 2. BACKGROUND

- 2.1 As part of the remodelling of the Youth Service Youth Opportunities Funding (YOF) £35,000 was allocated to Bradford West Area Committee. At its meeting held on 23 July 2104, Bradford West Area Committee allocated the funding as follows:-

- £10,000 towards the Youth Opportunities Fund for activities, things to do and places to go.
- £13,000 towards holiday provision and out of school activities .
- £12,000 towards Youth Service based activities.

- 2.2 The Youth Opportunities Fund was available to increase ‘things to do’ for young people organised from within their local neighbourhood. Applications were made to each Area Committee’s Panel of Young People and Councillors.

The broad aims of the Funds are to:

- Give a voice and influence to young people, particularly those facing disadvantage, in relation to things to do and convey a powerful message to young people that their needs and aspirations are important;
- Change the way local authorities and their partners commission and provide activities for young people, especially in deprived neighbourhoods, and to increase the responsiveness of providers to what young people want;
- Improve things to do in line with what young people want in their neighbourhoods and thereby increase participation in positive activities;
- Provide opportunities for young people to develop their confidence, knowledge, skills and abilities
- Enable young people to gain recognition and accreditation for their participation.
- Increase the well being of young people through their engagement in activities that have a positive impact on their development;
- Increase young people’s engagement with services and with decision making processes at local level.

- Offer young people the opportunity to develop projects that promote and increase entrepreneurial skills
- 2.3 Applications received were from organisations working with young people aged between 11 and 19 (up to 25 years for young people with disabilities). The young people were required to have been involved in developing the proposals with the support of an experienced adult from that organisation. This was to ensure that there was adequate support for the implementation successful applications. The funding was accessible to organisations working with young people in the constituency area, and applications from organisations and services working with Looked after young people, vulnerable young people and those at risk and NEET young people were encouraged.
- 2.4 The YOF application process was widely publicised through a range of networks, through the Youth Service, the Voluntary Sector and Neighbourhood Services. There were 2 rounds completed (October and December).
- 2.5 The process to determine Youth Opportunities Fund involved the development of a Youth Opportunities Fund Area Panel who have worked with the Grants Advisory Group to consider applications and make recommendations to the Area Committee.
- 2.6 The panel consisted of young people acting as volunteers drawn from across the Constituency who have been trained as decision makers, working alongside local Councillors from the Area Committee. The panel assessed the application forms and shortlisted applications that meet the criteria and whether they:
- Meet the needs of young people identified through the ward planning process
  - Contribute to the Constituency priorities for young people
  - Have involved young people in the writing of the bid
  - Engage with disadvantaged/hard to reach groups of young people
  - Will have a positive impact
  - Encourage partnership working
  - Enable young people to gain outcomes and accreditations
  - Are considered good value for money.
- 2.7 Where there have been applications for District Wide provision or across more than one constituency area these have been assessed by the YOF Panel in the constituency area in which the organisation is based.
- 2.8 Young people reported they had made new friends, increased in confidence and appreciated the value and trust that was put in them to make recommendations to the Area Committee. Young people have used their experiences and increased skills to spring board into higher education and employment opportunities.
- 2.9 It is considered that the YOF process used over the last year has been successful and this has enabled an increased range of diverse opportunities to be made available to young people in the Bradford West area. Many of the funded activities have been attended by young people who are not existing users of youth service provisions, which has increased reach.

### **3. OTHER CONSIDERATIONS**

- 3.1 Bradford West Area Committee considered a report titled 'Youth Service – Bradford West' at it's held on 15 April 2015. This report stated that, each Area has an allocation of £33,000 to be divided between funding for Area-wide activities, including school holiday activities, and the Youth Opportunities Fund (YOF). The recommended split is an allocation of £10,000 to the YOF and £23,000 for activities. The YOF funding should be used to fund initiatives which are led by young people and where young people are involved in identifying, agreeing and allocating funds alongside Area Committee members.
- 3.2 The report went on to add that £10,000 was being held centrally to fund District wide work with young people, for example work with LGBT young people, Duke of Edinburgh's Award and Voice and Influence work.

### **4. OPTIONS**

- 4.1 That Bradford West Area Committee adopts the recommendations outlined in this report.
- 4.2 That Bradford West Area Committee adopts the recommendations outlined in this report, with amendments.
- 4.3 That Bradford West Area Committee decides not to accept the recommendations outlined in this report.

### **5. FINANCIAL & RESOURCE APPRAISAL**

#### **5.1 Financial**

£35,000 was allocated to each Area Committee in 2014/2015 to determine which projects should receive funding from Youth Opportunities Fund.

#### **5.2 Staffing**

Support for the development and implementation to determine the Youth Opportunities Fund through Area Committees has been provided from within the existing resources of the Youth Service and Area Coordinator's Office.

### **6. RISK MANAGEMENT AND GOVERNANCE ISSUES**

- 6.1 There are no significant risks arising out of the proposed recommendations in this report.

### **7. LEGAL APPRAISAL**

- 7.1 This work relates directly to statutory guidance issued by the Department for Education and came into effect in June 2012. The Local Authority has a duty to secure services and activities for young people aged 13 to 19 (and up to 24 years for those with learning difficulties) to improve their well-being. The duty is to practicably secure equality of access for all young people to positive, preventative

and early help needed to improve their well-being. This includes youth work and other services and activities that:

- Connect young people with communities so they have a voice in decisions which affect their lives
- Offer safe opportunities in a wide range of activities, to develop a strong sense of belonging, socialise safely, enjoy social mixing, spend time with older people, and develop relationships with adults they trust
- Support personal and social development of young people so they build the capabilities they need for learning, work, and the transition to adulthood
- Improve young people's physical and mental health and emotional well-being;
- Help young people at risk of dropping out of learning or not achieving their full potential to engage and attain in education or training; and
- Raise young people's aspirations and build resilience

## **8. OTHER IMPLICATIONS**

### **8.1 EQUALITY & DIVERSITY**

8.1.1 The reporting of this funding is the responsibility of the City of Bradford Metropolitan District Council and that those projects and schemes supported will promote fairness and inclusion while supporting the Bradford West Area Committee's commitment to equal opportunities for all.

### **8.2 SUSTAINABILITY IMPLICATIONS**

8.2.1 The resources available to local organisations will support priorities within Bradford West Area Committee Action Plan 2013-14 and the District's Sustainable Community Strategy.

### **8.3 GREENHOUSE GAS EMISSIONS IMPACTS**

8.3.1 It is anticipated that greenhouse gas emissions and wider environmental impacts will be a consideration in assessing activities.

### **8.4 COMMUNITY SAFETY IMPLICATIONS**

8.4.1 Community safety issues are acknowledged as a key contributor to the quality of life in neighbourhoods. It is anticipated that activity generated through these resources will have a positive impact on community safety issues across the area.

### **8.5 HUMAN RIGHTS ACT**

8.5.1 Local authorities must take steps to ascertain the views of young people and to take them into account in making decisions about services and activities for them, in line with Article 12 of the United Nations Convention on the Rights of the Child (UNCRC).

### **8.6 TRADE UNION**

8.6.1 There are no implications for Trade Unions.

## **8.7 WARD IMPLICATIONS**

- 8.7.1 The area covered by the recommendations of the Youth Opportunities Fund panel fall within the constituency boundary of Bradford West.

## **8.8 AREA COMMITTEE WARD PLAN IMPLICATIONS**

- 8.8.1 The process requires successful applications to contribute to addressing priority issues within the Ward Action Plans 2015 - 16 for the Bradford West area.

## **9. NOT FOR PUBLICATION DOCUMENTS**

- 9.1 None.

## **10. RECOMMENDATIONS**

- 10.1 That Bradford West Area Committee thanks the Bradford West GAG panel and all the young people involved in the decision making process.
- 10.2 That Bradford West Area Committee adopts, adopts with amendments or does not accept the recommendations outlined in this report
- 10.3 That the Bradford West Area Youth Work Team continues to develop and work with the YOF Panel members to run further rounds of YOF from the allocated budget (£33,000) for 2015/2016 in line with the agreed processes used in 2014/2015.
- 10.4 That the Bradford West Youth Service Advanced Practitioner presents a report to a future meeting of the Bradford West Area Committee on the implementation and impact of projects who receive Youth Opportunities funding during this financial year.

## **11. APPENDICES**

Appendix 1: The Summary of grants allocated

Appendix 2: The Summary of outcomes and numbers of young people participating

Appendix 3: Additional breakdown of £25,000.

Appendix 4: The breakdown of applications across Bradford West Constituency.

Appendix 5: A copy of the YOF application form and guidance notes proposed to be used for 2015-16 Grants

## **12. BACKGROUND DOCUMENTS**

“YOF Report” (**Document E**) report to Bradford West Area Committee on 23 July 2014.

“Youth Service Bradford West” (**Document AO**) report to Bradford West Area Committee on 15 April 2015.

**Bradford West YOF - Summary of Grants awarded**
**Appendix 1**

Organisation	Funding Granted	Wards	Grant allocated to	Project
ALPHA Football Club	£500	City Ward	Voluntary Organisation	Indoor Training sessions for junior football
Hollings Youth Association	£500	Manningham Ward	Voluntary Organisation	Weekly swimming sessions with Lord Mayors Accreditation
Bradford YMCA	£500	City Ward	Voluntary Organisation	Drama teacher and to support drama production
Bradford Youth Service – Allerton Youth Club	£500	Thornton and Allerton Ward	Youth Service Group	Healthy Eating – The Yorkshire Cook off Project & Sports workshops
Bradford PHAB Club	£500	Toller Ward	Voluntary Organisation	An Artist to deliver specialist workshop, and arts and craft materials.
Bradford Youth Players	£450	Heaton Ward	Voluntary Organisation	Drama teacher to facilitate acting activities for young people.
Lower Grange Community Association	£500	Clayton & Fair-weather Green	Voluntary Organisation	ASB Diversionary activities and resources.
Bradford Youth Service - Clayton Youth Club	£500	Clayton & Fair-weather Green	Youth Service Group	IT Equipment to support CV Writing, research projects etc and have access to the internet.
Bradford Youth Service – Penzance Youth Club	£500	Manningham Ward	Youth Service Group	Resources to engage young people in youth service provision.
Bradford Youth Service – STAR CLUB	£500	City Ward	Youth Service Group	Cook and Eat sessions to support young people life skills and independent living,
BEAP Community Partnership	£500	Manningham Ward	Voluntary Organisation	Employability workshops, packs and stationary.
All Saints Landmark Centre	£500	City Ward	Voluntary Organisation	Story Time and arts sessions to support speech and language development.
Bangladeshi Youth Organisation	£470	Manningham Ward	Voluntary Organisation	Volunteering project, young people achieving accreditations in First Aid and volunteering modules.
Bradford Youth Service - Toller Youth Club	£500	Toller Ward	Youth Service Group	Be Healthy Project – Hire at 5 alive football club, healthy eating – cook and eat.
Bradford Youth Service – Frizinghall	£500	Heaton Ward	Youth Service Group	Sports Games equipment £250 Arts and craft materials £50 Contribution to Play station £200
Bradford Youth Service – Heaton	£500	Heaton Ward	Youth Service Group	Football Kits - £450 Support sports hall hire - £50
Great Horton Church	£500	Toller Ward	Voluntary	Coaching for junior cricket club.

Cricket Club			Organisation	
Manningham Youth Action Group	£500	Manningham Ward	Voluntary Organisation	Boxing equipment to run boxercise sessions with young people.
Prism Youth Project	£500	Toller Ward	Voluntary Organisation	Supporting young people on a residential to Brathey.  FUNDING NOT SPENT TO BE RETURNED.
Milan Centre	£430.59	Manningham Ward	Voluntary Organisation	Girls work Community Cohesion  FUNDING NOT SPENT TO BE RETURNED.
Girlington Community Centre	£500	Toller Ward	Voluntary Organisation	Intergenerational project using tablet computers.
<b>TOTAL ALLOCATED</b>	<b>£10,351</b>			



**Bradford West -Summary of numbers participating and outcomes**

**Appendix 2**

Organisation	Numbers Participating (personal data recorded)	Outcomes for young people / difference made
ALPHA Football Club	140	<ul style="list-style-type: none"> <li>• Increased numbers of participants with now over 140 young people training on a weekly basis.</li> <li>• A junior coach has been awarded the young active citizens award for Bradford.</li> <li>• There are at least 5 young people in each age group accredited with the football league.</li> <li>• The funding has allowed them to develop an additional team which has also been entered into the league.</li> </ul>
Hollings Youth Association	20	<ul style="list-style-type: none"> <li>• 15 young people achieved Lord Mayors Award accreditations.</li> <li>• Young people increased health and fitness partaking in weekly exercise sessions.</li> <li>• Young people built confidence and learnt new skills in swimming – stay safe.</li> </ul>
Bradford YMCA	8	<ul style="list-style-type: none"> <li>• Young people offered a diversionary activity which kept them safe and learnt new skills.</li> <li>• Young people reported how much they enjoyed the drama activities.</li> <li>• Young people achieved a production and this was performed in front of an audience,</li> </ul>
Bradford Youth Service – Allerton Youth Club	25	<ul style="list-style-type: none"> <li>• 14 young people achieved an accreditation.</li> <li>• Increased cooking skills, from planning, preparation, presentation, cooking, and judging.</li> <li>• Increased knowledge of foods from around the world which enhanced and built cultural understanding.</li> </ul>
Bradford PHAB Club	50	<ul style="list-style-type: none"> <li>• Inclusive activity engaging young people with and without disabilities.</li> <li>• Offer new experiences for young people with having the opportunity to be trained by a qualified artist.</li> <li>• Learning new skills around arts and crafts whilst building friendships.</li> </ul>
Bradford Youth Players	49	<ul style="list-style-type: none"> <li>• Managed to produce and perform and public performance of Joseph and Technicolor dream coat.</li> <li>• Young people increased confidence, developed acting and singing skills, whilst having fun in an informal environment.</li> </ul>
Lower Grange Community Association	84	<ul style="list-style-type: none"> <li>• Healthy Eating and cooking skills increased.</li> <li>• Increased offer of things to do and places to go keeping young people safe.</li> <li>• Increased awareness of social responsibility looking after equipment and each other.</li> </ul>

		<ul style="list-style-type: none"> <li>• Increased respect towards others supporting the development of social skills.</li> <li>• 20 Young people achieving Lord Mayors Award.</li> </ul>
Bradford Youth Service - Clayton Youth Club	44	<ul style="list-style-type: none"> <li>• Increased CV Writing skills, job searches and educational opportunities.</li> <li>• Gave young people the opportunity to access the internet.</li> <li>• Offering opportunities and supporting NEET young people.</li> <li>• 18 young people have achieved Lord Mayors Award Accreditation</li> </ul>
Bradford Youth Service – Penzance Youth Club	24	<ul style="list-style-type: none"> <li>• Increased offer of things to do and places to go keeping young people safe.</li> <li>• Increased awareness of social responsibility looking after equipment and each other.</li> <li>• Young people have new opportunities and gain positive experiences.</li> <li>• 24 Young people achieving Lord Mayors Award.</li> </ul>
Bradford Youth Service – STAR CLUB	46	<ul style="list-style-type: none"> <li>• 30 young people have achieved accreditations</li> <li>• Young people increase life skills and learnt transferable skills which will support them into independent living.</li> <li>• Young people explore the meaning of disability and how this can affect someone.</li> <li>• Increased numbers of volunteers supporting the provision.</li> </ul>
BEAP Community Partnership	39	<ul style="list-style-type: none"> <li>• Reduced NEET figures within organisation</li> <li>• 6 young people currently on work experiences.</li> <li>• 9 young people gained regular employment.</li> <li>• Young people increased interviewing skills, job searching ability and CV writing.</li> </ul>
All Saints Landmark Centre	6	<ul style="list-style-type: none"> <li>• Engaged young people in story time activities which supported and aided communication.</li> <li>• The activities and resources sourced with the funding have allowed young people to engage more actively in activities.</li> <li>• Increased confidence of members and building on communication and social skills.</li> </ul>
Bangladeshi Youth Organisation	12	<ul style="list-style-type: none"> <li>• 12 young people have achieved accredited outcomes.</li> <li>• Young people learnt new skills in sports, increasing healthy lifestyle.</li> <li>• Young people learnt about a healthy diet and learnt new skills in cooking.</li> </ul>
Bradford Youth Service - Toller Youth Club	16	<ul style="list-style-type: none"> <li>• Young people participated in 6 weeks of indoor football sessions at 5 alive.</li> <li>• Young people increased fitness and ball skills.</li> <li>• Young people learnt about healthy lifestyles and engaged in cooking workshops – learning how to make affordable healthy meals.</li> </ul>
Bradford Youth	154	<ul style="list-style-type: none"> <li>• 15 young people gained accreditations</li> </ul>

Service – Frizinghall		<ul style="list-style-type: none"> <li>• Over 30 young people achieved recorded outcomes</li> <li>• Increased membership due to young people utilising new equipment.</li> </ul>
Bradford Youth Service – Heaton	106	<ul style="list-style-type: none"> <li>• 24 young people achieved accreditations</li> <li>• Young people increased fitness levels</li> <li>• Increased membership due to young people utilising the new sports equipment.</li> </ul>
Great Horton Church Cricket Club		NO REPORT RECEIVED
Manningham Youth Action Group	41	<ul style="list-style-type: none"> <li>• Young people increased fitness skills</li> <li>• Young people engaged in weekly boxercise sessions building on fitness, supporting the development of social skills and providing young people with a safe place to go whilst engaging in informal learning.</li> </ul>
Girlington Community Centre		NO REPORT RECEIVED

Total number of young people benefiting from Bradford West YOF Funding following received reports: = **864 Young People.**

**Holiday Activities £13,000**

Activity	Numbers Participating (personal data recorded)	Funding Breakdown	Outcomes for young people / difference made
Black hills 2 night Residential	67	£1950.00 (Accommodation and Activities)	<ul style="list-style-type: none"> <li>• New Experiences.</li> <li>• Away from home</li> <li>• Community Cohesion</li> <li>• Accredited experiences</li> <li>• Inclusion</li> <li>• Healthy lifestyles</li> <li>• Make new friendships</li> <li>• New Opportunities</li> </ul>
Lakeside 2 Night Residential	72	£6984.00 (Accommodation and Activities)	
Wales 2 Night Residential	42	£4048.33 (Accommodation and Activities)	
<b>Total = 181</b>		<b>Total = £12982.33</b>	

**£12,000 Youth Service Ward Funding**

Each Ward was allocated £2,000 which was used to enhance and develop accredited youth opportunities through new experiences, open access youth provision, utilising new resources and engaging young people in the use of outdoor spaces.

Additional to the ward based youth provision and activities this funding was utilised to engage young people in a variety of informal cohesive activities including, 5 a side football tournaments, Football games, cycling activities, go Carting, Theme park trips, inclusion Christmas party, cook and eat sessions and cinema and theatre visits.

Resources were also purchased to enhance and further develop existing provisions. Some of these resources included, sport equipment, music and DJ resources and other resources to support issue based workshops including, trophies and 200 Lord Mayors Accreditations.

Throughout the year Bradford West were successful with having the highest number of young people engaging in a residential experience (197), highest number of young people achieving accreditations (271) and highest numbers of participation (11,946).

**Appendix 4**

**Breakdown by Ward of completed YOF Allocations.**

<b>Ward</b>	<b>Round 1</b>	<b>Round 2</b>	<b>Total</b>
Clayton and Fairweather Green	1	1	2
Thornton and Allerton	1	0	1
Heaton	2	1	3
Toller	2	2	4
Manningham	3	2	5
City Ward	2	2	4
<b>Total Applications</b>	<b>11</b>	<b>8</b>	<b>19</b>

## Appendix 5

### The YOF Application form and Guidance Notes

## Bradford West - Youth Opportunities Fund 2014/15

### **Background Information**

The Youth Opportunity Fund (YOF) is part of the Early Intervention Grant held by Children's Services and handed to each Area Committee. It is available to increase 'things to do' for young people organised from within their local neighbourhood and it will fund up to a maximum of £500 per application.

The broad aims of the Funds are to:

- Give a voice and influence to young people, particularly those facing disadvantage, in relation to things to do and convey a powerful message to young people that their needs and aspirations are important;
- Change the way local authorities and their partners provide activities for young people, and increase the responsiveness of providers to what young people want;
- Provide opportunities for young people to develop their confidence, knowledge, skills and abilities;
- Enable young people to gain recognition and accreditation for their participation;
- Increase the well being of young people through their engagement in activities that have a positive impact on their development;
- Increase young people's engagement with services and with decision making processes at local level;
- Offer young people the opportunity to develop projects that promote and increase entrepreneurial skills;

All applications must be completed by young people aged between 11 and 19 (up to 25 years for young people with disabilities)

Organisations must be working with young people in the constituency area with the support of an experienced adult to be eligible to apply. Applications from organisations and services working with the following groups are particularly encouraged: Looked after young people, vulnerable young people and those at risk and young people not in education, employment or training. Funding will not be provided to any group who have previously obtained funding and have not provided the required monitoring returns

## Section 1

### Contact Details

**Name of Organisation/Project:**

(Please provide your registered name, as it appears on your constitution/governing document)

Please supply us with details of one young person and one adult contact.

**Named Young Person:**

**Address:**

**Telephone Number:**

**Mobile Number:**

**E-mail Address:**

**Named Adult & Position in Organisation:**

**Address:**

Toller Youth Café, 2 Duckworth Lane Bradford BD9 5EP

**Telephone Number:**

**E-mail Address:**

**ALL CONTACT DETAILS NEED TO BE ENTERED**

## Section 2

## Project Details

1. Which Ward will the project take place?

City

Clayton and Fairweather Green

Toller

Thornton and Allerton

Manningham

Heaton

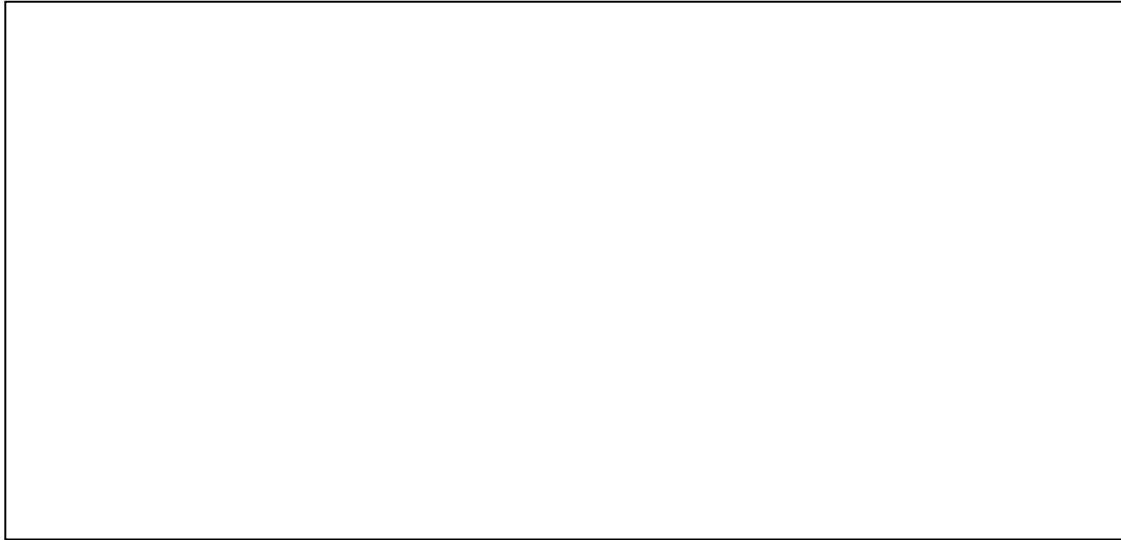
Please describe the project or event you require funding for: (Please give a brief description), Maximum of 200 words

2. What benefits to young people and the local community will your project bring? (Max 150 words)

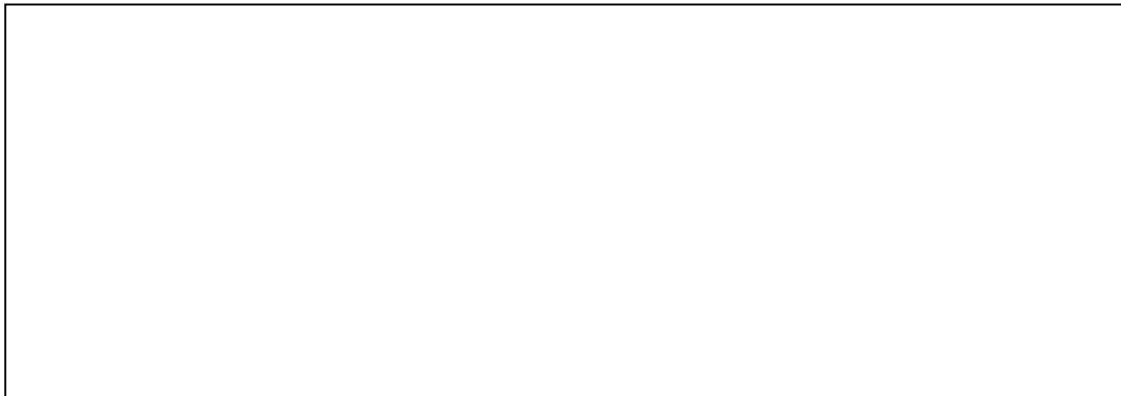
3. How will you make young people aware of the project to encourage their



participation?



**4. How have you involved young people in the writing up of the bid and how many young people were in involved? (Please provide evidence this could be photo's / young people's work)**



**5. How long will your project last for and how many hours of provision will young people are able to access over the course of the project? (Please provide detailed timeframes for the duration of your proposal). Maximum of 100 words**



**Section 3**

## Young People's Statement

Please fill in the question below as it is important that we are able to take into consideration the views and feelings of the young people who are involved in writing this bid. This statement is to be completed individually by all young people involved in the writing of this bid.

This statement is to be completed individually by all young people involved in writing this bid. This section must be signed and dated by all young people. Please photo copy for additional young people.

**If this bid is successful can you tell us what difference it will make to the lives of you, and other young people who will benefit from the funding, and how will it make a difference?**

**Name of young person:**

**Please sign here:**

**Date:**

**SECTION 4**

## Young People's Participation Breakdown

This section of the application form must be completed in full.

Number of young people involved in writing this application

If your application is short listed for stage 2 of the interview process, please specify in the box below if you and your young people require additional support, for example, British Sign Language interpreter.

## SECTION 5 Financial Breakdown

Please provide a full and detailed breakdown of what the funding will be spent on

maximum £500 (inc. research for best value and if prices are estimates etc)

**Youth Opportunity Funding**

Item/activity	Total cost
<b>Total</b>	

**Can you guarantee that all funds will be spent by 31<sup>st</sup> March 2015? Yes/**

**Please state the Project Costs:**

	£

**Is this the total amount needed for your project? Yes**

If No, please state below other sources of income.

Source	Amount (£)

**Please provide us with your Bank Details** (this is where payment will be made if your bid is successful)

Bank Name	
Bank Address	
Account Name	

Account Number	
Sort Code	
Council code (internal or BACS)	

**Where to submit your YOF application**

Please check your Application and ensure all required information fields are filled in and signed where required. This includes all Partnership group information and signatures.

Failure to do so will result in your application being rejected.

Upon full completion please submit your application with copies of:

- Last audited accounts (**must be submitted**)
- Constitution details (**must be submitted**)
- Equal Opportunities Policy (**must be submitted**)
- Safeguarding or Child Protection Policy (**must be submitted**)
- Any other supporting documentation which you may feel will help your funding application to:

**Nicole Stott  
Youth Worker  
Bradford Youth Service  
Toller Youth Café  
2 Duckworth Lane  
Bradford  
BD9 5EP  
07584327368**

**[Nicole.stott@bradford.gov.uk](mailto:Nicole.stott@bradford.gov.uk)**