

Application guidance for Delivery Organisations

OPEN CALL

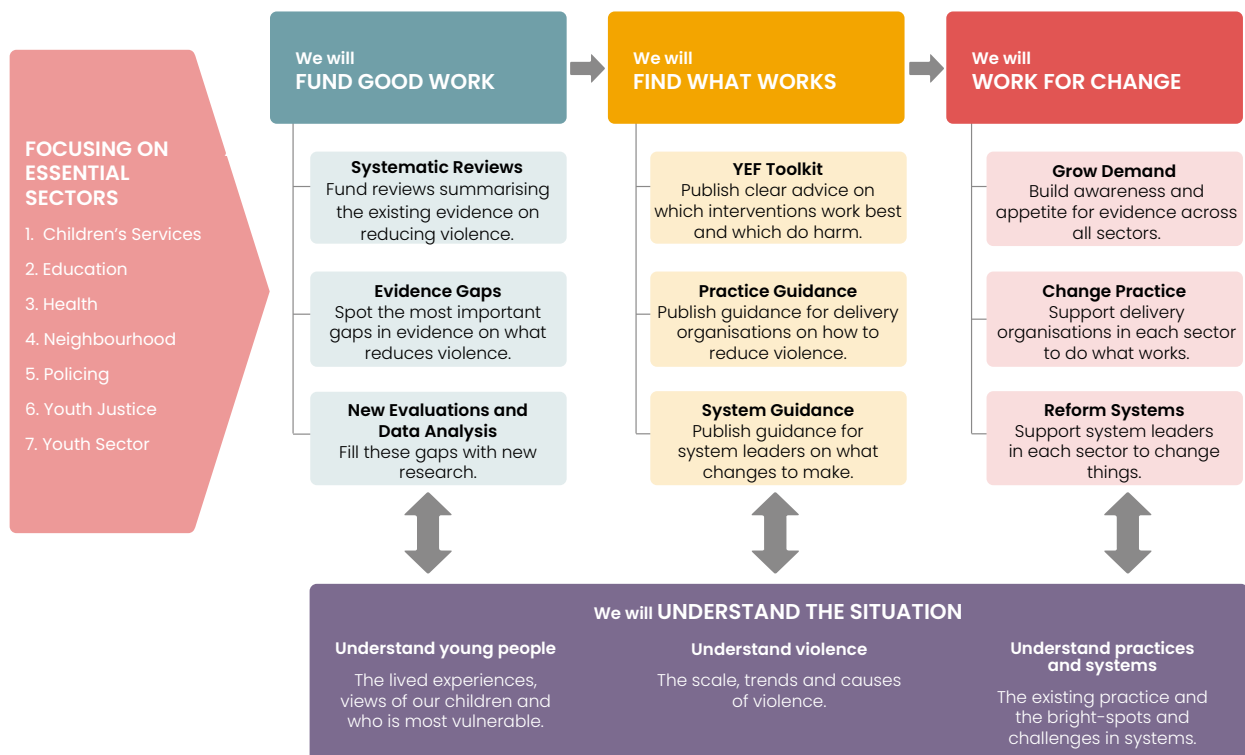
About the Youth Endowment Fund

The Youth Endowment Fund (YEF) is a charity with a mission that matters. We exist to prevent children and young people becoming involved in violence. We do this by finding out what works and building a movement to put this knowledge into practice.

Children and young people at risk of becoming involved in violence deserve services that give them the best chance of a positive future. To make sure that happens, we'll fund promising projects and then use the very best evaluation to find out what works. Just as we benefit from robust trials in medicine, children and young people deserve support grounded in the evidence. Through our grant rounds, we'll build that knowledge. And just as important is understanding children and young people's lives. Through our Youth Advisory Board and national network of peer researchers we'll ensure they influence our work, and we understand and are addressing their needs.

But none of this will make a difference if all we do is produce reports that stay on a shelf. Together we need to look at the evidence and agree what works, then build a movement to make sure that children and young people get the very best support possible.

Our strategy sets out how we'll do it.





Our Sectors – keeping children and young people safe from violence

We're here to prevent children and young people becoming involved in violence. To help us make the biggest difference over the ten years of our endowment, we've selected a set of sectors where we'll concentrate our funding and learning.

We believe these sectors present some of the biggest opportunities to improve support for children and young people who are at risk of becoming involved in violence. They were carefully selected after listening to the needs and experiences of children and young people and the adults working to keep them safe.

To date, we have run grant rounds with clear areas of focus. Now, however, we have opened an ongoing call for proposals for projects which are ready to be rigorously evaluated and will help us to fill clear evidence gaps and build robust evidence for specific approaches or practices for reducing young people's involvement in violence across our sectors.

Our standards are high and meeting the criteria for a robust evaluation can be challenging. A rejection does not necessarily mean we feel your project is ineffective or unpromising but simply that it is not suitable for our portfolio at this time, or we cannot identify an approach to a successful evaluation.

Your application must sit within one of the following sectors:

Youth Sector

Including Positive Activities, such as sports, music and employment programmes that aim to develop positive behaviours and provide a 'hook' to other support and services that help children to build trusted relationships with non-family members, such as key workers or youth workers, to reduce children's involvement in crime and violence. More information can be found [here](#).

Children's Services

Interventions and services which help families deal with challenging situations, including parenting programmes, family therapy, domestic abuse interventions, family support and support for children at risk outside the home. More information can be found [here](#).

Youth Justice

How we support and respond to arrested children, including activities to divert children from formal criminal justice processes, knife crime education, trauma-informed programmes and restorative justice. More information can be found [here](#).

Policing

Violence prevention strategies that involve the police and focus on the individuals most likely to be involved in serious violence. More information can be found [here](#).

Neighbourhoods

Place-based interventions that can help neighbourhoods and communities deal with local violence and reduce young people's involvement in crime and violence. This may include Community Safety Partnerships, neighbourhood and community engagement teams, neighbourhood policing, housing, local charities, community leaders and others. More information can be found [here](#).

Health

Therapeutic support to help children deal with challenges and protect them from becoming involved in violence. More information can be found [here](#).

Education

Activities targeted at outcomes associated with offending such as improving school attendance, preventing unnecessary exclusions and helping children to get the most out of school. More information can be found [here](#).





What we'll invest in

We aim to identify projects which are ready for an **impact evaluation** with an experimental design (i.e. randomised control trial) or a quasi-experimental design (please see page 9). We can provide funding for both the delivery of the intervention and the evaluation itself.

The YEF seeks to develop evidence of what works across all our sectors, and we are always interested in approaches we haven't worked with before. Before applying, please review our [portfolio of currently funded projects](#). If you are proposing an intervention or approach that looks similar to something already funded, **please be clear on how your approach is different** and why it will provide new evidence that existing projects may not. For instance, we have funded a large number of [mentoring projects](#), and to fund a further such project we would need a clear understanding that it fills a distinct and meaningful gap that the existing projects do not.

We are interested in proposals from both:

- ◆ **Delivery organisations** currently delivering an evaluable project, service or intervention
- ◆ **Partnerships between delivery organisations and YEF Evaluator panel members.** In these cases, the delivery organisation should apply as the lead organisation. Note that proposed Evaluators must be independent of the delivery organisation. Commissioning of a delivery organisation will not necessarily result in commissioning of the proposed evaluation partner, this will be assessed separately.

In the event where a partnership between a delivery organisation and an evaluator is successful in their bid, individual agreements will be signed with each organisation and they will be managed separately.

What is an impact study?

An impact study is a rigorous evaluation designed to determine if an intervention works under ideal circumstances. Efficacy studies do this through research designs that systematically reduce potential sources of study bias, so that causality can confidently be attributed to the intervention model.

Source: EIF – [10 steps for evaluation success](#)

Projects must be delivered in either **England and/or Wales**. Applications from projects delivering outside of these countries are ineligible for our funding. Evaluators can be based in any region.

We do not have set parameters for the amount of funding that can be requested, but we do assess budgets based on the value for money of the proposal. We also require projects to provide 20% of delivery costs themselves either through supplementary funding or in-kind provision. However, if your organisation is led by representatives of Black and/or racially minoritised communities, we strongly encourage you to apply, **even if you're unable to meet our 20% supplementary and in-kind target**. In certain cases, we may consider supporting or waiving this requirement if projects can demonstrate their ability to reach and support groups that are overrepresented in the youth justice system.

If you're not sure that you're eligible, you can contact us at grants@youthendowmentfund.org.uk

Eligibility requirement checklist

The full eligibility requirements are summarised below. Please ensure your project meets all these requirements before proceeding with an application.

- 1 Location:** your project must be delivered in England and/or Wales.
- 2 Your organisation:** your organisation must be a registered charity, company, statutory body or CIC.
- 3 Activities:** projects must fit within one of the YEF Sectors described in this guidance.
- 4 Children and young people aged 10–18:** projects must be supporting children and children and young people, as outlined in the 'Who we are looking to support' section.
- 5 Outcomes:** we're primarily interested in projects that are focussed on reducing offending outcomes. There are additional outcomes that we're also able to support. Please see the outcomes section for full details.
- 6 Scale:** you must be able to reach enough participants to support a robust and meaningful evaluation. We estimate this to be at least 100 children and young people per year, but it will vary depending on the nature of the work.
- 7 Willingness to engage in an independent evaluation:** YEF exists to better understand what works to prevent children and children and young people becoming involved in violence. To help us achieve this you will need to work with an evaluation partner throughout your project. You'll need to demonstrate and explain your experiences of monitoring and evaluating your project. There are certain evaluation tools and approaches that we employ that you must agree to utilise if in receipt of our funding. Please find further details about these in the evaluation guidance section [here](#).
- 8 Readiness for evaluation:** we are looking for projects which are ready to be evaluated via an impact study. Please see the criteria in the section Readiness for evaluation.
- 9 Track record:** we require organisations to have a track record supporting children and children and young people at scale. Your organisation must have delivered this intervention to at least 150 children and young people prior to application. We will fund projects looking to scale, expand or explore different modes of delivery, as long as they can demonstrate the expertise and experience to facilitate this.



Who we're looking to support

We aim to support children and young people aged primarily aged 10 - 18, who are at risk of crime or violence and/or already involved in the youth justice system. Children and young people outside this age range may be included, but should not be the primary focus.

Programmes aimed at children and young people who are at risk of involvement in youth offending are commonly referred to as **secondary** prevention. In this guidance, you'll see it referred to as 'secondary level'.

Programmes aimed at children and young people who have already been affected by, and involved in, violence, offending and/or exploitation are commonly referred to as **tertiary** prevention. In this guidance, you'll see it referred to as 'tertiary level'.

Please note that we are not considering projects delivering to all/any children and young people (i.e. universal provision/ primary level) for this YEF Open Call.

We know that some children and young people are overrepresented in the youth justice system or struggle to access mainstream support services. We're particularly interested in projects which can show that they successfully and appropriately support these groups. This includes children and young people from Black, Asian and other racially minoritised groups and those who have experience of care, as well as children with special educational needs and disabilities, and young women and girls. For more information about our commitment to equality, please see [here](#).

The types and scale of the evaluation

The primary aim of the YEF Open Round is to help us better understand the impact of interventions on preventing children and young people from becoming involved in violence. One of the most effective and reliable ways we can do this is through running large-scale impact evaluations, such as randomised control trials (RCTs) or Quasi Experimental Designs (QEDs). Alongside this, we run implementation and process evaluations to understand how interventions work and for whom.

What is a randomised controlled trial (RCT)?

In a randomised control trial, one group receives the intervention while the other group doesn't, and young people are randomly assigned to each group. By looking at both groups before and after you work to support young people, we can see the impact your programme has made.

What is a Quasi Experimental Design (QED)?

A QED is a type of evaluation design where a comparison group of young people is identified or constructed statistically, rather than randomly allocating young people to the intervention or non-intervention group (as in an RCT). The impact of the intervention can be measured by comparing the outcomes of the comparison and the intervention groups.

We are generally looking for proposals of projects that are already **well established and operating at a reasonable scale or with clear routes to increasing the scale**, and so can go into a full impact evaluation. We will not be accepting proposals where extensive time for new things such as developing the project content, the acceptability of the project to the young people, or the feasibility of implementation will need to be tested through stand-alone feasibility or pilot studies.

Scale of intervention delivery

The minimum number of children and young people you will need to recruit for the evaluation depends on the type of intervention you're delivering and the exact sample size for each project will be worked through with the evaluator.

However, as a general guide, projects working at a **secondary prevention** level (i.e. with young people and children at risk of involvement in crime and violence) will need to deliver to at least 200 children/young people over the course of the project, and recruit a further 200 to act as the control group, for a total of 400.

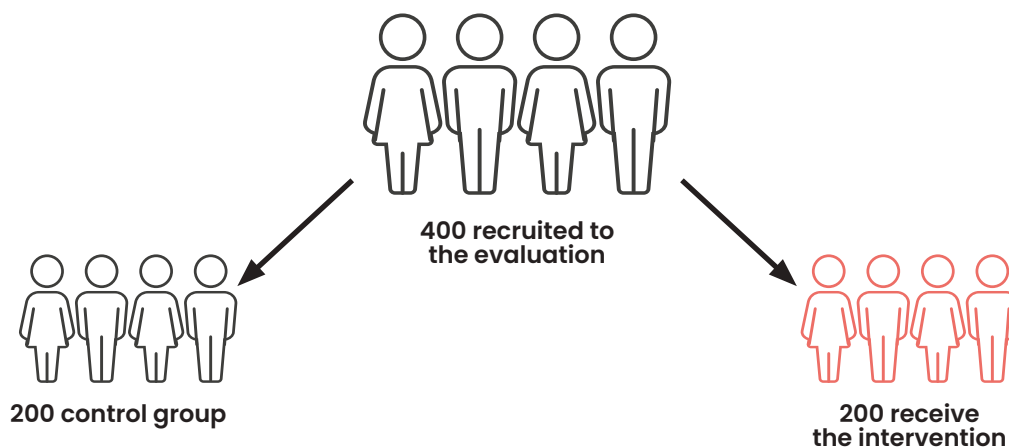
Projects working at a **tertiary prevention** level (i.e. with young people and children already involved in and affected by violence, offending and/or exploitation) will need to deliver the intervention to at least **400** of these over the course of the project, and recruit a further 400 to act as the control group, for a total of 800.

These numbers must be achievable over a maximum of two years delivery.

The number of children and young people who receive the project intervention is usually around half of the total number of children and young people recruited for the YEF-funded evaluation. This is because we will evaluate projects by using a control or comparison group which doesn't receive the intervention (as described above).

The children and young people in the control/comparison group receive the support that would usually be available without the YEF-funded project (sometimes called 'business as usual'). Taking part in a YEF-funded evaluation never means that a child or young person receives less support than they would otherwise.

The image below shows an example of the difference between the number of children and young people recruited for the evaluation, and the number who receive the intervention.





Duration of project delivery and funding

In this call, we expect the **maximum project delivery time required to reach the necessary number of children and young people for an impact evaluation to be 24 months**, though we are keen to hear from projects that can deliver within a shorter period.

That said, we're keen to set up projects for success and will work with you to identify the length of time needed to effectively set up, run and evaluate the intervention.

In our application form, we'll ask you to provide either a one or two-year budget, but please note, this is only indicative. Should your project progress to the next stage of our application process (please see the 'What happens next' section for full application details), we'll work with you and our independent research partners to determine the level and length of funding needed to be able to run a robust evaluation.

Readiness for evaluation

We are looking for projects which are ready to be evaluated via a full impact evaluation. In some rare instances, we may consider the use of a short (i.e. 6-month) 'internal pilot' preceding the full impact evaluation, to test key evaluation procedures such as randomisation and/or recruitment. The following eligibility criteria will be used as indicators that a **project is ready**:

- ✓ A strong and clear Theory of Change, with a primary outcome that is included in the following primary outcomes from our YEF Outcomes [Framework](#)
 - ◆ Reducing Violent Offending
 - ◆ Reducing Non-Violent Offending
 - ◆ Reducing victimisation of crime
 - ◆ Reducing behavioural difficulties
 - ◆ Reducing drug and alcohol use
 - ◆ Reducing sexually violent offending
 - ◆ Reducing bullying perpetration
 - ◆ Criminal peers
- ✓ Pre-existing evidence of impact (for example, via a feasibility or pilot study).
- ✓ An identified cohort of children and young people who are already involved in, or at high risk of becoming involved in, crime and violence t (i.e., a 'tertiary' or 'secondary' level of need, see Who We're Looking to Support above) that the project already delivers to and/or can demonstrate credible referral routes to recruit this cohort.
- ✓ Experience of delivering this proposed project (or something very similar to it) to at least 50 children and young people per year, and a minimum of 150 children and young people to date.
- ✓ A clear and consistent intervention which means it could be picked up and delivered easily by others (i.e. an intervention that has distinct components, has been manualised, either formally or informally, and/or where standardised training materials for practitioners have been developed).
- ✓ A clear quality assurance process that ensures implementation is consistent and to expected standards.

Delivering a project which is evaluated is a lot of work for an organisation. The following eligibility criteria will be used as indicators that an **organisation is ready**:

- ✓ Capable now, or with reasonable scale up activities, of delivering programmes to at least 100 children and young people per year.
- ✓ Experience of being involved in a previous evaluation (with more than 100 children and young people in the evaluation).
- ✓ Staff who have an understanding or experience of monitoring and evaluation studies and/or research.
- ✓ Experience of delivering large-scale projects, and/or scaling up delivery.
- ✓ Experience of delivering at scale to the children and young people you intend to work with.
- ✓ Demonstrable experience of delivering in a culturally sensitive and equitable way.

Projects must meet these criteria to be eligible for this grant round. If you are unclear on your eligibility, please contact: grants@youthendowmentfund.org.uk

Partnership applications

To ensure we deliver the best evidence about what works for children and young people, we require projects to reach a high number of children and young people. One way to achieve this is to consider applying with other organisations for a partnership project. It's key that partnership projects have a lead organisation and work as one entity.





Our evaluation approach

As a What Works Centre, the YEF evaluates every programme and activity that we fund to achieve our mission of finding out what works to prevent children and young people from becoming involved in violence. We prioritise the most robust evaluation methods (primarily randomised controlled trials but also quasi-experimental designs where an RCT is not possible or appropriate) to give us the best evidence of impact, alongside implementation and process evaluations to help us understand how an intervention works and for whom.

YEF grantees are partnered with an independent evaluator who collects data throughout the delivery of the funded project to facilitate robust evaluation. Data should be collected for the 'primary outcome' of a project using established measures. For some outcomes, YEF has core measures that should be used, for instance, the SRDS or police administrative data for offending, or Strengths and Difficulties Questionnaire (SDQ) for behavioural difficulties.

Being a YEF grantee requires co-operating with the independent evaluator throughout project delivery to work together to produce robust evidence. The evidence produced can then be used by your organisation to improve outcomes for the children you serve and refine service models, presenting a unique opportunity for collective learning. All outcomes data collected through YEF-funded projects is securely stored in our Data Archive to facilitate research into the long-term effects projects have on children's lives.

Specific guidance

1. How we'll assess your application

Part One of your application will be assessed on the following criteria:

1 A worthwhile and achievable outcome

We are trying to assess whether your project is clearly trying to impact the primary outcomes we are interested in.

2 The right type of children and young people

We're trying to assess if the children and young people you're planning to work with are those at high risk of becoming involved in, or are already involved in violence and/or crime (i.e. a 'Secondary' or 'Tertiary' level of need). We'll also be asking if the activities in your intervention seem appropriate to the cohort described.

3 Readiness for evaluation

Taking into account the numbers of participants and your previous experience with evaluation we'll consider if we believe that an evaluation is plausible.

Part Two of your application will be assessed on:

4 Ability to achieve the proposed outcomes

We're asking ourselves two main things:

- a. Have you clearly explained what your project involves and how it leads to the change you want to see for the children you work with? We're interested in how the activities will deliver the proposed outcomes and how these outcomes deliver your overall project aim. This is sometimes called a theory of change, which is a method to help you describe your long-term goals and maps backwards to explain how your project and proposed outcomes will get you there. We are also interested in understanding what the existing evidence says about how successful your chosen activities are likely to be.
- b. We're trying to assess how likely it is you'll be able to deliver your proposal. To do this, we'll look at your previous experience, the support, training and supervision you provide to delivery staff, and whether the length of time you're planning to run your activities seems reasonable.

5 Able to engage the right type of children and young people

We will assess your ability to reach the identified cohort, including consideration of your referral routes and experience to date.

We know that some children and young people are over-represented in the youth justice system or struggle to access mainstream support services. We are particularly interested in projects which can show that they successfully and appropriately support these children and young people. This includes children and young people from Black, Asian and other racially minoritised groups and those who have experience of care, as well as children with special educational needs and disabilities, and young women and girls. We will also consider your ability to reach these children and young people.

6 Able to deliver at the scale required for a high quality evaluation

We're trying to assess whether or not you can work with enough children and young people so that we can conduct a randomised control trial (or another rigorous evaluation).

7 Likely to lead to future change

A core part of YEF's strategy is to push for the scaling up of the projects we find work. When a project is shown to be effective, we'll look at how it can be expanded. That could include expanding the existing provision or replicating projects in new locations, , persuading other organisations to take up learning from your work or to influence others to change how they work in order to benefit children and young people.

8 Our portfolio

The YEF seeks to build evidence of what works across a wide range of interventions, projects and activities aimed at reducing young people's involvement in violence. Building evidence can be slow and not always successful, and new areas of study can be identified at short notice. As such our focus of interest can change and develop over time, and different evidence gaps can be prioritised. This will be a consideration when assessing your application.

Before applying, please review our [portfolio of currently funded projects](#). If you are proposing an intervention or approach that looks similar to something already funded, **please be clear on how your approach is different** and why it will provide new evidence that existing projects may not. For instance, we have funded a large number of [Mentoring projects](#), and to fund a further such project we would need a clear understanding that it fills a distinct and meaningful gap that the existing projects do not.



3. How to apply: using our online portal

When you've thought about the evidence and the scope of this grant round, you can start your application online.

Application forms are split into two parts.

- ◆ **Part One** – A high level summary of the proposed intervention and target cohort
- ◆ **Part Two** – Further detail on the intervention and the delivery organisation

There are separate forms for evaluators and delivery organisations. Proposals from partnerships between delivery organisations and evaluations should be led by the delivery organisation and completed on the delivery organisation form. If successful, proposed evaluators will be considered and assessed separately.

Important application tip

We'd recommend writing your responses in a document that you regularly save and then copy your responses into our form when you're happy with them. That way, if there are any technical issues, you won't have lost your work.

Step one: find the form

[Click this link to open part one of the application](#)

We aim to assess all part one applications within ten working days. If we believe your proposal has promise, we will send you a link to the part two application. We recommend using Google Chrome as your browser if you can.

Step two: enter your information

Start filling in the information. We've got step-by-step guidance on how to respond to each question in this guidance – [see How to apply: how to respond to our questions – a step-by-step guide](#).

When you're writing, please don't use the forward and back buttons on your browser, as you could lose your work. Instead, use the Next and Previous buttons to move through the form.

Step three: save and come back to your work

Save as you go along. You can save your work at any stage and return to it later, by clicking the Save button on each page. When you save, you'll be sent an email that includes a password. You can use the password to return to the form and pick up where you left off.

Step four: send us your application

When you've completed the form, don't forget to click Submit! If you don't, we won't receive your application.

When you've sent us your finished form, you'll receive a confirmation email from us. You'll also be able to save and download your application, so you can use it for your personal records.



Data and privacy

If you want to know how we store and use the data in your form, you can read our [data privacy policy](#). If you want to learn more about data sharing between grantees and evaluators, you can read the guidance on our secure [data archive](#).

Get in touch

If you're struggling to use our online form, or have any questions, please get in touch. Email grants@youthendowmentfund.org.uk specifying 'Open call' in the subject line of your email.

4. How to apply: how to respond to our questions – a step-by-step guide

Delivery Application Part One

1. **We are applying because we:**
 - a. **We deliver an intervention or service which should be evaluated**
 - b. **We are a partnership between an organisation delivering an evaluable intervention or service, and an independent evaluator**
 - c. **We lead a consortium or partnership which delivers an intervention or service which should be evaluated**
 - d. **We are a lead organisation proposing a multi site trial of an intervention or service which should be evaluated**

You must be one of these to progress with this form, evaluators should exit the form and return to the YEF website to access the Evaluator Application Part One. If you are applying as part of a partnership or consortium, the lead organisation must complete this form and will be responsible for signing the agreement with YEF and for reporting to us on a regular basis. Note also that you must be a registered organisation, we do not accept applications from individuals or unregistered groups.

2. **If you are applying on behalf of other organisations as well as your own, briefly describe them and the role they play**

If you are part of a partnership, consortium or have already established a relationship with an independent evaluator, name the other parties here and explain their role.

3. **Name of the project, intervention or service to be evaluated**

Please give the name of the project.

4. **Are you requesting funding for work in England and / or Wales?**

At the Youth Endowment Fund, we only provide grants to organisations operating in England and Wales. We can't provide funding for an organisation or any activity happening outside of England and Wales.

5. **What is the Sector of the proposed intervention or service?**

All proposed projects must work primarily within at least one of the YEF sectors. You can read more about YEF Sectors here on the [YEF website](#). Work outside of these will not be considered.

6. **We are focused on achieving positive outcomes for children and young people. Please select the primary outcomes your project expects to achieve.**

- ♦ Reducing violent offending
- ♦ Reducing non-violent offending

- ♦ Reducing sexually violent offending
- ♦ Reducing victimisation of crime
- ♦ Reducing behavioural difficulties
- ♦ Reducing drug and alcohol use
- ♦ Reducing bullying perpetration
- ♦ Criminal peers

You can read more about the YEF outcomes framework [here](#). Please make sure that you've looked at the guidance carefully and select the key primary outcome your project seeks to target from the following list.

The mission of the Youth Endowment Fund is to prevent children and young people becoming involved in violence. It's critical that you believe that your project will help us to achieve this ultimate aim.

7. Please give a brief overview of the project, intervention or service.

Explain the key elements, how it is delivered, by whom and in what settings. Provide only a summary description at this point. If you are asked to complete part two of the application you will be able to provide more detail. If you are proposing an intervention or approach that looks similar to something we have already funded, **please be clear on how your approach is different.**

8. What type of intervention is your project?

- ♦ Secondary prevention - programmes aimed at children and young people who are at risk of involvement in youth offending. This can include individual, familial or geographical risks
- ♦ Tertiary prevention – programmes aimed at children and young people who have already been affected by violence, offending and/or exploitation

Proposals for primary prevention work will not be considered at this time.

9. Describe the target cohort for the intervention

Please provide estimated proportions of children and young people by each measure. These can be indicative only.

10. How many children and young people did you reach last year and approximately how many would you expect to reach across the life of the proposed evaluation (excluding the control group)?

Target numbers must be sufficient to allow a robust evaluation. Please see 'Scale of intervention' above for proposed cohort sizes for secondary and tertiary interventions. This must be a number you can reach over a maximum of two years delivery.

11. How long have you been delivering this intervention?

Interventions with no previous history of delivery will not be considered.

12. Please provide a brief overview of any evidence you have that the intervention impacts children and young people's involvement in crime and/or violence

A summary is sufficient at this point. You can also include weblinks or attach any relevant documents.

13. What is the £ amount you expect to ask YEF for?

Please provide your best estimate at this point of project delivery costs only. If you proceed to the second part of the application you will be asked to provide more detail of your costs. Please note grantees are expected to fund 20% of delivery costs themselves, either through supplementary funding or in-kind provision.

14. You must confirm the following

- ◆ My organisation has experience of being involved in a large-scale evaluation
- ◆ My organisation has experience of delivering at scale to the children and young people we're intending to work with
- ◆ My organisations has demonstrable experience of delivering in a culturally sensitive and equitable way
- ◆ We are prepared to work with an independent evaluator
- ◆ We understand we will be asked to randomise allocation of children and young people between a control group and those who take part in the activity, meaning that some children and young people will not receive the intervention

If you cannot answer yes to these questions, we will not be able to proceed with your application. You do not need to provide examples at this stage



Delivery Application – Part Two

If you are invited to complete part two of the application, you will be sent a link to the form. The form begins by repeating a few key pieces of information you provided in part one. If this information remains correct you can click past it, if it has changed then please amend it here. The following are the additional questions for part two.

1. Will you be working in partnership with any other organisations on this project?

If you have agreed a formal or informal partnership with another organisation please name them here and explain how they contribute. The lead partner must complete this form. Partners may be other delivery organisations, other types of organisations working with children and young people, or evaluators who you would like to evaluate your project. If you have formed a partnership with an evaluator, explain that here. While the YEF will consider all proposed partnerships we will make the final decision on which organisations partner with which evaluators. If you are proposing a multi-site trial, and expecting to act as the umbrella organisation, please explain here who the delivery partners will be.

3. – 6. Your organisation

Please describe the leadership and size of your organisation. If you are a partnership, this should apply only to the lead organisation.

7. Where is the project delivered?

You will be asked the country, region and local authority where delivery would take place.

8. In what setting are the activities mainly delivered?

You will be given a list of settings where your activity could be delivered. You are free to choose more than one.

9. Please provide a timeline of delivery activity and describe how these activities lead to the intended child outcomes you have selected above. Please also explain how children and young people are transitioned out of the project and supported post project.

This is a key part of the application. We are asking this question to assess whether your planned activities are likely to achieve the outcomes you have in mind, so please describe as clearly as possible.

Please describe all activities you plan to deliver during the duration of the project. A good way to do this can be by explaining a young person's journey through the stages of your project step-by-step.

Whilst explaining your activities, link back to what it is you hope your project will achieve and make sure you reference your source material, which could be your own data, prior evaluations or broader academic literature (for example, these sessions have commonly been shown to reduce aggression and encourage positive behaviours among children and young people, which lowers the chance that they'll becoming involved in violence in the future.)

Questions you should think about answering in your response:

- ♦ How are children and young people recruited to the project?
- ♦ What specific activities will a child or young person receive and in what format? How often will they attend?

- ♦ Who delivers your activities? How long for? Where do they take place?
- ♦ How are your activities delivered? How do the activities lead to the outcomes?
- ♦ How are children and young people transitioned out the project? Are they signposted to other services? Who are these services run by and how do you ensure eligibility?

10. We are interested in the level of experience of the people delivering the activities. Could you tell us a bit about who these people are (volunteers or paid staff), their average level of experience, any training or professional qualifications they would have and any ongoing support, supervision or continuing professional development they are required to receive as part of the role? What experience do those delivering the activities have working with the children and young people you'd like to support?

Please make sure that through your answer we have a clear understanding of the:

- ♦ Qualifications and experience of your staff (including their lived experience). How long have your staff been involved in delivery of this activity?
- ♦ The training needed before delivery can start as well as the ongoing support, training and supervision you'll provide to the staff and / or volunteers delivering activities.

You might want to consider things like:

- ♦ Staff training on trauma and how to work with children and young people in vulnerable situations.
- ♦ How staff qualifications and training will make sure your project is culturally appropriate for the children and young people you're aiming to work with.

If you are submitting a partnership application, make sure you tell us about the expertise of all partnership members.

11. & 12. On average, how long do you work with children /children and young people to deliver this activity? Please enter the number of months. What is the reason for the length of delivery?

Please answer this from the perspective of the child engaging with your activity, not the amount of time it takes you to do the activity. For example, if a key worker is running a project for a period of 15 months (your staff are doing it for this period of time), but a single young person will be taking part in the project for 6 months, please enter 6 months.

13. How do children and young people get referred or recruited to your project? What do you do to ensure children and young people of all backgrounds have an equal chance of being referred or recruited to your project? If you have multiple referral or recruitment pathways, please tell us where most of the children and young people will come from?

Please be sure to explain in detail how you will recruit children and young people to your project. This may be that you already have relationships with organisations that refer children and young people to your project.

Please make sure that you explain how you get referrals from groups less likely to be referred, for example girls and young women. Explain how you ensure that there isn't bias in the referrals you receive.

14. How do you plan to support children and young people who are overrepresented in the youth justice system or who struggle to access mainstream support services? How do you ensure your project is accessible and inclusive for the children and young people supported?

Children and young people from marginalised backgrounds – including Black, Asian and other racially minoritised children and young people, and children who've been in care – are significantly overrepresented in the youth justice system. We're committed to understanding and addressing this inequality.

We want to make sure that our funded projects are reaching all children who need support. We want to know how you'll make sure that children and young people from marginalised backgrounds will be supported to participate in your project. That might include things like producing easy reading materials for children with special educational needs or disabilities (SEND), taking steps to ensure that your programme recognises and adapts to cultural differences (for example, by working with local community groups to review recruitment resources) or working with your local authority to reach out to families where children are known to children's services.

15. a & b. Please explain your experience in delivering this type of activity and your experience with this cohort in these type of locations

Please also be aware that applications are more likely to be successful if your project (which might include your organisation and / or a partner) has delivered this activity for at least 6 months by the time you submit your application. We won't fund brand new activities that have never been delivered. If your experience is limited, please explain how you will mitigate this potential delivery risk.

16. To how many children and young people could you deliver the intervention?

Please detail the most likely numbers of children and young people your project would be able to recruit within a maximum of a 24-month timeframe. Note that this does not include the required control group, which is expected to be of equal size.

We know children and young people will disengage from all projects for a wide variety of reasons, please factor this into your response by providing numbers that reflect those likely to maintain engagement. This is important because we need a certain number of children and young people to complete the programme to run an evaluation that tells us about the impact of your work.

17. & 18. How high is the risk that you won't be able to scale up and deliver to this number of children and young people, assuming we provide the funding, and why do you say this level of risk?

You'll be asked to choose one of five ratings from a list of options (very high, high, quite high, moderate, low) to respond to how high the risk is that you won't be able to scale up your project to deliver to this number of children and young people as planned. You'll then be asked to fill out a free text box providing an explanation for why you have listed the rating that you did. In this section, please be sure to also state what measures you have in place to ensure children and young people remain engaged for the duration of your project (i.e. don't drop out of the project before it is completed).

This is important for us to be able to see that you have a realistic plan for scaling up your project to be able to conduct a successful evaluation of your work.

19. What is the need or demand for your project? What evidence if there for this?

We want to know why you think the specific group of children and young people you want to work with need the project that you're proposing. Please share any evidence that supports your reasoning.

For example, is there a specific issue with violent offending in the area(s) you're planning to work in? Are there statistics from police or local authority providers that demonstrate the extent of this need? Do you currently have a waiting list for your project?

20. How confident are you that your activity will lead to this change, and what makes you pick this option?

Please include any explanation of how your activity causes this change.

Please aim to give an honest reflection based on what is already known about the impact of your project.

You'll be asked to select either high, medium or low to indicate how confident you are that your activity will lead to change. You'll then be asked to fill out a free text box providing an explanation for why you gave the rating that you did.

21. Please attach supporting information:

- 1) Any supporting information and / or publicly available evaluations of your project . If you include an evaluation which isn't publicly available please make this clear in the file name
- 2) A Theory of Change and/or Logic Model
- 3) A process map or delivery manual if you have one

Please ensure documents are evidence and information based rather than links to videos.

22. All YEF funded projects are independently evaluated. What experience of evaluation does your organisation have?

- ♦ No experience of research or evaluation
- ♦ Internally led evaluations
- ♦ Externally led evaluations (e.g. by a university or research agency)
- ♦ A pilot study collecting data before and after the intervention
- ♦ Qualitative research
- ♦ A theory based impact evaluation
- ♦ A Quasi-Experimental design study
- ♦ A Randomised Control Trial

Select as many options as are relevant

23. How many children and young people were involved in the largest evaluation?

Here we are looking to find out about the level of experience you organisation has of evaluation. This could be evaluations of other interventions that your organisation delivers.

24. If we found that what you do works brilliantly, we would want to take it across England and Wales. If we wanted to make that happen, which would be the easiest way to do it do you think? [Select from the answers]

You'll first be asked to select which of the below three options would be easiest for you to make happen. You'll then be asked to choose one of four ratings from a list of options (impossible, hard, moderate, easy) to respond to how hard you think your chosen option will be to execute. Finally, you'll be asked to fill out a free text box providing an explanation for why you have listed the rating that you did.

- ◆ You become a larger organisation with a national reach: In your free text section explain your rating for how hard this would be to achieve and what you would require to be able to successfully scale up to a larger organisation.
- ◆ Others are trained to deliver what you are doing: in your free text section, explain how you think this could work and how likely it would be that other organisations could take up learning from your work. Is this work so unique to you or your context that you would find it hard for other organisations to replicate or adapt to your learning? Or is this something that could spread?
- ◆ A change to policy leading to this becoming mainstream activity: in your free text section, explain your rating and what you think it would take to achieve a policy change in this area.

25. Have you, or someone involved or associated with your project applied for or are in the process of applying for any research grants for the project you are seeking YEF funding for?

If you've selected 'Yes', we'll ask for more details about the research funding you've received.

The answer to this question will help us understand how we can make the most of any other research that's been conducted about your project. By knowing about other, ongoing evaluation work, we can make sure that our evaluations aren't duplicating any work and that we're building on existing research and evidence.

26. What is the total budget you need to deliver this project?

Input the total value of the project from start date to end date, regardless of who is providing the funding.

Please also note that, at this stage, we're only expecting project budgets to be an indication of costs. It's likely that, if you reach the co-design stage of the application process, we'll revisit and refine both your project and budget.

27. What is the total YEF funded budget?

Input the amount of the total budget above that you are requesting from YEF.

28. How much of the total budget for the project will receive supplementary and/or in-kind support?

This should total the difference between your answers to 26 and 27. As a rule we expect applicants to provide at least 20% of the budget from supplementary and/or in-kind support. However, if your organisation is led by representatives of Black and/or racially minoritised communities, we strongly encourage you to apply, **even if you're unable to meet our 20% supplementary and in-kind target**. In certain cases, we may consider supporting or waiving this requirement if projects can demonstrate their ability to reach and support groups that are overrepresented in the youth justice system.

These sources of funding can include other grants, contributions you make through your own unrestricted funding, or in-kind and pro-bono support your organisation receives for the activities. More details can be found [here](#).

29. Please complete the table below to tell us how much your project will cost. We have asked you to split your amounts into 4 types:

- a. Project costs
- b. Overhead costs (e.g. your office costs)
- c. Staff costs
- d. Equipment costs

You can apply for up to 2 years of funding. If you are only applying for 1 year worth of funding, you only need to complete that part of the table.

Please use the following definitions to help you fill in the table:

- a. Project costs: a direct cost associated with carrying out your activity. (example: travel costs).
- b. Overhead costs: the cost isn't to pay for the activity itself, but is essential and used to support multiple activities in your organisation. (example: office rent, the cost of which is distributed to different activities you run).
- c. Staff costs: these are the costs associated with the staff who will directly be working on your activity. If it is a staff cost for a finance person or other back-office staff member who supports your whole organisation, include their costs in the overhead section.
- d. Equipment costs: if you are purchasing an item with a unit value of £1,000 or greater, include it in this section. If you are purchasing an item with a unit value of less than £1,000, include it in the project costs section.

30. Based on the number of children and young people you said you could deliver activities to across your whole project what would be the cost per child engaging in your project?

We aren't expecting this to be an exact calculation. It's just helpful for us to have a rough guide, so we can see how much your project would cost to deliver.



5. What happens next

Step one: Assessment

We'll begin assessing applications as soon as they are received and aim to respond to all part one applications within ten working days. Where we feel your application shows promise we will ask you to complete the part two application, which provides further detail.

We aim to assess part two applications, and provide you with a progress update, within fifteen working days. At any point we may come back to you with questions on further detail or clarification, or seek to arrange an interview.

Based on the two parts of your application, and any further information received, our assessment team will make a recommendation to our Grants and Evaluation Committee on whether your proposal should progress to the codesign stage of our development process.

Step two: Grants and Evaluation Committee review

The first job of our Grants and Evaluation Committee is to review the work of our assessors and confirm any applications to be brought to the second stage of our application process.

It's after this Committee review that we will contact you with the outcome of your application (either you are unsuccessful or you are moving to the next phase of the application).

Step three: Matching you with an evaluator

We'll then match successful applicants with an evaluator from our evaluator panel. This panel is made up of approximately 35 research organisations and universities that have the knowledge, skills and expertise to conduct rigorous evaluations of the implementation and impact of the projects we fund.

Each organisation will competitively bid to be partnered with you if you make it to this phase of the application. Evaluators will be matched to your project based on a range of considerations, including the strength and quality of their bid, their skills and experience in the evaluation methods that are appropriate for your project, their subject specific knowledge and experience of conducting research with the children and young people your project supports. If you have applied in partnership with an evaluator, at this stage they will be invited to apply and their application assessed separately. Only if we do not choose to proceed with the proposed evaluator will we open this to other members of our Evaluation panel.

Step four: Co-design

Once you're paired with an evaluator, you'll enter a 'co-design' period where you'll work with your evaluator to refine your Theory of Change (if necessary), and design a final proposal and project design that has the best chance of achieving an effective evaluation. This means components of your original design and application could change.

We'll work with you to make sure this is done thoughtfully and strategically, and if this means that your budget or your timeline changes, we understand that and will support that. Our goal is to make sure this is done collaboratively and you're supported through whatever changes are made.

Step five: Final proposals

Once you submit your final proposal, which has been co-designed with your evaluator, we will send it to our Grant and Evaluation Committee who will make the final decision on whether or not to award the grant and the evaluation.

The length of time this 'co-design' phase will last will depend on the type of evaluation your project.

Time

It's important to be aware that from the time you submit the first part of your application to the point you hear the final outcome (i.e. whether or not YEF will be awarded the grant and the evaluation) it may be between 6 to 12 months, depending on the nature of the proposal. Further detail about what is involved in delivering a YEF-funded project can be found in our [YEF Project Team Guidance](#). We believe that this amount of time working with our team and your paired evaluator is critical. Together, it will help you develop a strong foundation to find out what works to prevent children and young people becoming involved in violence.



