

**Heads Up Mental Health Fund | Application Form**

The Heads Up Fund is intended to support local community organisations with safeguarding the mental health and wellbeing of children, young people and youth workers during the Covid-19pandemic and its aftermath. Please read the **guidance & resources** document before filling in the application.

**Section A: Personal and Organisation Details**

1. **Organisation’s details**

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| Name of Organisation |  |
| Name of Lead Contact and Position |  |
| Address |  |
| Email |  |
| Phone |  |
| Alternative contact name: |  |
| Email |  |
| Phone |  |
| Legal Status |  |
| Charity Number (if applicable) |  |
| Annual income 2019/20 £ |  |
| Website |  |
| Social Media |  |
| YCF member: | Yes:  No:  Just applied: |

**Section B: Your Project**

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| **2. Please summarise what your project will do?** *Please limit your answer to 50 words max.* |
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| **3. Why is this project needed? Please include what are the needs of the children and young people you support or what are the needs of your organisation’s youth workers/staff?** *Please limit your answer to 150 words max.* |
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| **4. If you have involved young people/staff in the design of this project, please tell us how young people/staff have been involved?** 50 words only |
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| 1. **How many children & young people or how many staff will benefit?** | |
| **Description** | **Number** |
| Number of staff members: |  |
| Number of staff members who are youth workers: |  |
| *If your project will benefit children and young people (and their families) directly please fill in the answers below otherwise go to question 6.* | |
| Number of young people and children: |  |
| Age range: |  |
| Estimated number of girls: |  |
| Estimated number of boys: |  |
| Number of young people and children with special needs: |  |
| Other unrepresented groups you aim to engage (please describe): |  |

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| 1. **Please tick and explain how your project will deliver at least one of the following key themes:** | | | |
|  | **Tick** | **Please explain how. Please limit your answer to 50 words:** |
| **1.Support children and young people's mental health wellbeing** remotely or to comply with government guidelines. This could include: peer to peer support, mentoring, positive activities (including online) that keep young people connected and create a safe space to share, learn and have fun. |  |  |
| **2.Support children and young people’s mental wellbeing to deal with transitions positively** (i.e. transitioning from primary to secondary school, transitioning from school to further/higher education and transitioning from/to employment and training). |  |  |
| **3.Set up and/or build on organisational systems that support youth work practitioners’ mental health and wellbeing.** This could include, but is not limited to, access to professional or self-help support, regular debrief meetings to talk about worries or anxieties caused by work, meetings to discuss coping mechanisms, opportunities to participate in community activities (observing social distancing) and free psychologist or occupational therapy sessions. |  |  |
| **4.Help youth work practitioners to acquire or expand their knowledge and skills** to recognise mental health issues in young people and children and identify appropriate referral pathways. |  |  |
| **5.Collaborate and partner with existing projects and** organisations to enhance or grow your organisations’ mental health-wellbeing offer for young people and children and/or staff (see list of resources below). |  |  |

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| 1. **When will your project start and finish? Please include how many sessions you expect to run?** |
| **Start date:**  **Finish date:**  **Duration of session:**  **Number of sessions:** |

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| 1. **How will you measure the effectiveness of your project? Please tell us how you monitor & evaluate activities or tell us about your existent record system.** |
| *If you require monitoring and evaluation support, please get in touch with the YCF team at* [*info@youngcamdenfoundation.org.uk*](mailto:info@youngcamdenfoundation.org.uk) |

**Section C: Budget**

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| 1. **What will it cost and how will you spend the money? Please provide a detailed budget listing each item and its cost (attach if necessary).** |
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| 1. **Will you get additional funding to support this project?** If so, please say how much and where the additional funding will come from. |
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| **Is this funding secure? YES  NO  When will you know:** |

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| 1. **How will you keep a record of spending?** |
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| 1. **What safeguarding measures will you take?** |
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**Please ensure that you attach the following documents to your application; your application will not be assessed until these documents have been received:**

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| **Document:** | **Tick if Attached:** |
| Copy of your organisations’ constitution |  |
| Safeguarding Policy (*including online safeguarding if you have it, otherwise please ensure you develop or review your existent policy to include online safeguarding policy and procedure before launching your new/enhance digital resource- do contact us if you will need help with this)* |  |
| Data Protection-GDPR policy |  |

Once completed, please return form to [grants@youngcamdenfoundation.org.uk](mailto:grants@youngcamdenfoundation.org.uk)

If you have any difficulties completing or submitting this form, please email the address above.

Applications will be considered on a **rolling weekly basis** **opening for applications on 22 June 2020 with the following deadlines: 03 July, 10 July, 17 July, 24 July, 31 July.** August deadlines will be announced at the end of July.The assessment panel will meet approximately every other week during July, August & September or until all funds are allocated.