

Be the Change! Awards

Small Scale grants for Youth-led Projects



Application Form

Welcome to the Be the Change! Youth-led Development (YLD) Action programme, giving youth a chance to build a sustainable future and a green economy!

Please note we only provide funding up to £500 (British pounds) to projects run by a person aged 30 and under. If your budget is higher than that please, you show that you have co-funders who will fund the project activities exceeding £500.

DEADLINE: We will accept applications until **May 27th, 2012, midnight (00.00) BST**. The results will be announced at the 6th World Youth Congress in Rio de Janeiro.

Note: If you are not attending the Congress, we will also announce the results by e-mail before the end of June.

Please write your application clearly and send it

By email at outreach@peacechild.org

or

By Fax: 0044 (0)1 763 274 460

If you have any queries about the application form or process, please contact Céline CHAUVE, Outreach Coordinator by e-mail or please phone us on 0044 (0) 1763 274 459.

Please make sure that you have **carefully read the guidance notes** before filling in your application.

1. Project Identification	
1.1 Project title: <i>Find a catchy title that sums up what you want to do (max 10 words)</i>	
1.2 Short description of your project: <i>Tell us the overall goal of the project. (max 30 words)</i>	
1.3 Project topics: <i>Tick no more than 2 boxes</i>	
<input type="checkbox"/> Education, Training & Skills Development	<input type="checkbox"/> Human Rights & Gender issues
<input type="checkbox"/> Health care	<input type="checkbox"/> Youth Facilities & Organisation
<input type="checkbox"/> Income Generating	<input type="checkbox"/> Water & Sanitation
<input type="checkbox"/> IT, Media, Arts & Communication	<input type="checkbox"/> Other – <i>please specify</i>
<input type="checkbox"/> Environment Conservation	-
<input type="checkbox"/> Agriculture	-

Be the Change! Awards

Small Scale grants for Youth-led Projects



2. Project Team		
2.1 Project Manager details		
Name:	Date of Birth: <i>(dd/mm/yyyy)</i>	
Phone: <i>(with international code)</i>	E-mail(s):	
Address:		
2.2 Project Team Details		
Name	Age	Role(s) in the Project
1.		
2.		
3.		
4.		
5.		
Total number of volunteers: <i>(including the project manager, the project team and any additional volunteers)</i>		Average age:
Number of female:		Number of male:
2.3 Project Mentor(s) details		
Name:	Address:	
Phone: <i>(with international code)</i>		
E-mail(s):		
Occupation(s) / Experience:		
2.3 Project Evaluator(s) details		
Name:	Address:	
Phone: <i>(with international code)</i>		
E-mail(s):		
Occupation(s) / Experience:		

Be the Change! Awards

Small Scale grants for Youth-led Projects



3. Organisation *(If you are a member of, or are supported by, an organisation, give details here)*

Name:	Phone: <i>(with international code)</i>
Website:	Fax: <i>(with international code)</i>
E-mail(s):	Address:
Mission <i>(max 50 words)</i> :	
Main activities <i>(max 150 words)</i> :	

4. Involvement with Peace Child International

4.1 When did you first get involved with Peace Child International? *(tell the year)*

How? *(delegate at the 6th WYC, affiliate, etc.)* _____

4.3 Have you or your organisation already received a BTC grant? Yes / No

When? _____

5. Background and Needs

5.1 Where will the project take place?

Country: _____

Area: Rural / Urban

5.2 Project Context - *Please give us a sense of where you live - your community, your situation (max 250 words)*

5.3 Specific need - *Describe the major community needs your project is addressing (max 100 words):*

Be the Change! Awards

Small Scale grants for Youth-led Projects



6. Project summary

Tell us how the activities you undertake will address the community needs? (max 250 words)

7. Beneficiaries

Please tell us about the people you expect to benefit directly from your project - their age, gender, background, etc. How many are there? - How were they involved in planning the project? (max 200 words)

Be the Change! Awards

Small Scale grants for Youth-led Projects



8. Project Outcomes - list up to 4 outcomes that your project wants to achieve			
Outcomes	Audience	Targets	Measurement
<i>These are the medium-term results of your project and should answer: What do we intend to achieve as a result of carrying out this project?</i>	<i>Who will be influenced or affected by the outcome?</i>	<i>Create 1-2 quantitative or qualitative indicators for each outcome. Should tell us: What was different as a result of this project's involvement?</i>	<i>How will you prove that you have met the targets? Where will you get the information from?</i>
E.g. Young people involved in the programme develop listening skills, learn to engage in discussion with people with different viewpoints.	Young people receiving the training from the ambassadors	70% of participants in the programme will say they have developed either their ability to listen, discuss and empathise with people to hold different opinions to their own; or confidence and ability to express themselves	Benchmark forms, questionnaire before and after workshops. Case studies of pupils who have shown the greatest change to be provided by teachers, or through focus groups.
1.			
2.			
3.			
4.			

Be the Change! Awards

Small Scale grants for Youth-led Projects



9. Project Schedule - list the activities that will contribute to the achievement of each outcome listed in 8			
Outcomes	Activities	When	Resources needed
<i>Copy and paste the outcomes you already decided on in chart 8.</i>	<i>What activities or tasks do you need to do to achieve each outcome?</i>	<i>When does this need to be finished by?</i>	<i>What do you need in order to do complete the activity?</i>
E.g. Young people involved in the programme develop listening skills, learn to engage in discussion with people with different viewpoints.	52 workshops and assemblies led by young peer educators will focus on dealing with conflict, developing listening skills, building resilience and participation skills.	End of Year 2 (May 2012)	Travel expenses to schools - Co-facilitators and/or drama leaders
	Contact schools, make initial visits, and confirm at least 15 to participate in the programme.	December 2011	Staff time - Travel costs
1.			
2.			
3.			
4.			

10. Resources			
10.1 Budget - in local currency			
Items / Expenditures required	Quantity	Price per Unit	Total cost
Total (local currency)			
Exchange rate: 1 (local currency) = £ (British pounds) _____			
Total (£)			
Amount received from BTC fund (£)			500
Co-funding (£)			

Be the Change! Awards

Small Scale grants for Youth-led Projects



10.2 Co-funding – *If you are expecting or have received money from other source(s) please explain here. If your project budget is more than £500 you must tell us where you will receive the additional funds.*

Name of funding source	Amount in £	Expected (E) or Received (R)	Date of reception (dd/mm/yyyy)

10.3 In-kind contributions - *Many resources can be acquired without spending any money! You may find it easier to get your materials – expert advice, books, computers, paint etc. from other sources than hard cash. List such resources here:*

-
-
-
-
-
-
-

10.4 Income generating project – *Many of the best YLD projects generate some income. If yours falls into this category, please estimate your first year’s income below. [Extend the list as necessary]*

Unit(s) / Item(s) to be sold	Price per unit (in local currency)	Quantity sold Year 1	Total sales year 1 (in local currency)	Total sales year 1 (in £)
Total (£)				

Be the Change! Awards

Small Scale grants for Youth-led Projects



10.5 Handling money - very important: Peace Child International will not give money to individual people. So each project manager has to find a registered NGO, school, youth group or religious body to receive their funds into their bank account. This protects you as, often they can order materials for you and pay other costs direct, so you never have to risk handling cash. Please explain your relationship with the organisation that you will use to handle money.

1. Name of the Organisation:
2. Name of your Main Contact Person:
3. His/her title or role within the organisation:
4. Organisation's address:

5. Organisation's phone number: _____ Fax number: _____
6. Organisation's email address: _____ Website: _____
7. Date when the organisation was founded:
8. What is your relationship with the organisation?

9. Have they agreed to sign of agreement to allow funds for it to be passed through the organisation for your project? Yes / No

Before we release the money to you, you will have to sign a short Letter of Understanding with the organisation, a copy of which we will forward to you if your project gets awarded.

11. Risks - What are the risks that might stop you from achieving the project outcomes listed in chart 8?

Outcomes	Risks	Mitigation strategy
<i>Copy and paste the outcomes you already decided on in chart 8.</i>	<i>What could happen that might stop you from achieving your project outcomes?</i>	<i>What will you do to prevent the risks from happening and affecting your project's outcomes?</i>
E.g. Young people involved in the programme develop listening skills, learn to engage in discussion with people with different viewpoints.	Cannot sign up enough schools to the programme	Recruit a volunteer to spend a week calling schools and promoting the programme to schools

Be the Change! Awards

Small Scale grants for Youth-led Projects



12. Evaluation

What methods will you use to evaluate the outcomes and overall goal of the project? – Take into consideration the 5 key elements outlined in the guidance notes – Relevance, Effectiveness, Efficiency, Impact, Sustainability- (max 300 words)

13. Documents required

13.1 Pictures

Project manager's head-shot
Group photo of the team
Area where the project will take place

13.2 Letters

Min 1 letter of recommendation