**Norwich YAB Funding Specification and Application Form**

Overview and Background

The Norwich Youth Advisory Board is a body of young people and professionals that meet on a bi-monthly basis. The aim of the YAB is to identify issues that impact on young people and to play a strategic role in meeting these needs.

In partnership with Public Health, the Norwich YAB is looking to commission **£50,000 for a part time Campaigns Administrator to help young people quit smoking, with Norwich and the surrounding suburbs the focus of the work; this project should reach people aged 11 - 19 and will target youth groups and community venues across Norwich City and surrounding areas, rather than schools for this work.** The post will need to have a budget within the £50,000 for incentives to support young people to successfully quit, promotional campaigns, venue hire and any additional costs such as training etc**.**

**Key Outputs**

* Organising 48 professionals who work with young people, with at least half being youth workers or volunteers, to be trained in Smoking cessation Level 2.
* Ensure the 48 professionals recruit a combined total of 110 young people to sign up to a 4 week programme to stop smoking.
* 220 current smokers from aged 11-19 engaged with. Engagement consists of an initial contact and a discussion about their smoking habits.
* Minimum of 55 young people to stop smoking.
* Train 15 young people in Level 1 Smoking Cessation.
* Produce two stop smoking campaigns that are designed and promoted on social media and in face to face engagement.

Successful bidders will be assessed on how well they can address these issues and the potential quality of the provision; we also favour young people being offered the opportunity to be a part of this process and help answer some of the questions in the application. We will also prioritise bids that use nationally recognised measurement tools. **Bids for the funding can not exceed** **£50,000**.

**Norwich Youth Advisory Board Funding – Application Form**

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| Name of applying individual, organisation or group - |

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| Name of Lead Worker/Contact |

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| Anticipated location and venue of Provision **if applicable** - |

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| Please give some background information about you, your organisation (e.g. aims and values in working with young people and provision |

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| Have you previously focused youth work around smoking cessation or help to quit smoking? If yes how have you done this and was this work successful? Please comment on how you measured this (up to 250 words) |

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| How will the work be inclusive of all young people, including those who are potentially ‘hard to reach’ or ‘vulnerable’? (up to 250 words) |

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| Tell us how you would complete this piece of work? Could you provide a time frame or schedule on how you plan to deliver each point and meet the desired outputs (up to 500 words)   * **48 professionals who work with young people, with at least half youth workers or volunteers, to be trained in Smoking Cessation Level 2** * **Train 15 young people in Level 1 Smoking Cessation** * **220 current smokers from aged 11-19 engaged with. Engagement consists of an initial contact and a discussion about their smoking habits** * **110 young people sign up to a 4 week programme to stop smoking and a minimum of 55 young people stop smokingProduce 2 stop smoking campaigns, designed to be promoted on social media and face to face interventions** |

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| **I/ organisation / group will be bidding for -** £ |

Please give break down of how these funds will be spent (see table below)

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| Resource | Cost |
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| Do you have the following policies and procedures in place? (if successful you will be asked to provide these)  Safeguarding/Child Protection/DBS – Yes / No  Health and safety– Yes / No  Up to date and signed Project Risk Assessments – Yes/No **(Please note, this applies to all staff/volunteers facilitating a project)**  Data Protection/Confidentiality – Yes /No  Youth participation strategy – Yes /No  If you answered no to any of the above, could you please expand on why you answered no? |

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| How do you intend to measure the outcomes of young people and the success of the project as a whole? |

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| Any other information or comments you would like to present with your application - |

Please return this application form to Colin Dutton, Senior Youth and Community Worker, MAP, The Risebrow Centre, Chantry Road, Norwich, Norfolk, NR2 1RF. The closing date for applications is by Midnight on Friday 16th February 2018 and any applications received after this date will not be considered.

If you have any questions or require further information regarding the Youth Advisory Board or the funding process, please contact Jessica Barnard on 07880092190 or [jessicabarnard@map.uk.net](mailto:jessicabarnard@map.uk.net).

NAME –

ROLE / JOB TITLE –

DATE-

SIGNED -