12/10/26

Tongwynlais Youth Club

Initial planning to establish a new youth club within the village for local teens (11-16)

Project leads:

Co-production and grant writing: Jen
Costing and risk assessment: *??*
Ongoing admin and management: *Not required for now but will need to identify for future*

Stage 1 – Scoping

- Gather views and ideas from Year 6 and Year 7 (11-12), plus as many local teens as possible
    - Identify need – where else are children going? Do they actually want this in the village?
    - What activities and resources would attract them to the youth club?
    - When and how long for?
    - Would they use a tuck shop if it was provided?
    - Where do they think would be the best location?
    - Do they want different sessions for different age groups (eg. 11-13, 14-16)?

- Year 6 - Class co-production session in school
    - Can combine with civic education and citizenship – learning about community council, local government, and children's rights/participation

- Year 7 – distribute online survey to local parents and ask them to support their child in sharing their views
    - WhatsApp group already exists so easy to access (Jen is in it)

- Older children (13+) – online survey
    - Could approach via parents if we can source enough through personal contacts in the village? Then snowball from there

- Parent views also needed about days and times, and identify potential volunteers

- Note – all survey materials must be offered in both Welsh and English. *Who do we have who can translate?*

- Review possible spaces and determine initial and ongoing costs

  - Tanyard
  - Village Hall
  - Church halls? *Might exclude some or put them off. If this is a potential space we should ask children what they think of the idea*

- Check current regulatory and registration requirements, especially around safeguarding

- Cost any remedial works and cosmetic updating of spaces as necessary

- Staffing and leadership: pool of volunteers needed
  - *Do we have any youth workers in the village who may be willing to contribute expertise?*
  - Suggest not actively recruiting until plans are settled, but take note of those potentially interested for reference
  - Volunteers will need DBS checks – this should be costed as part of the funding application if possible (may be an excluded cost?)
  - Funding applications will likely require an enhanced DBS check for project leads (Jen has this)

Stage 2 – Funding Application

- Seek funding for initial set-up and ongoing costs for as long as grant allows
- **Possible funding pots (in order of preference):**
  - National Lottery Awards for All Wales
    - £300 to £20,000
    - Rolling applications, decision in 12 weeks
    - Will fund initial costs and ongoing for up to 2 years
  - BBC Children in Need Project Cost Funding
    - Up to £120k
    - Rolling applications, quick decision if <£15k
    - Will fund direct costs for up to 3 years
  - Morrisons Foundation Connecting Communities Grant
    - Up to £20k
    - Rolling applications, quick decision (<8 weeks)
    - WILL NOT FUND: running costs, rent, volunteer expenses etc
    - Prefer deprived communities or close to Morrisons store (does Caerphilly count?)
  - South Wales Police Youth Trust
    - £500-£10k
    - Rolling applications, must be endorsed by serving police officer
    - All direct project costs, including staff costs and rent/hire
    - 1 year limit but will re-fund repeat projects
    - Prefer projects targeting disadvantaged or vulnerable children but not mandatory and already fund youth clubs