

Adventures Away From Home Fund.

FAQs

UK YOUTH

About UK Youth

UK Youth is a national voice for the youth sector. We champion the critical role that youth work plays in the lives of young people. Our mission is to ensure all young people can access youth work and fulfil their potential. We will do this by impacting 1 million young people through innovative youth development and outdoor learning provision and convening 10,000 cross-sector professionals and young people to solve key issues and scale effective solutions by 2025.

We lead the UK Youth Movement – an extensive, national network across the breadth of the UK. In England alone, our Movement consists of 2,878 organisations, through which we have reach to an estimated 3.3 million young people, equivalent to almost a third of all 8–25-year-olds living in England.

UK Youth plays a unique role in addressing; the lack of investment in the youth sector, the lack of cross-sector understanding in how youth work makes a difference and the limited opportunities to embed effective solutions. These factors lead to mass inequality of access to youth services for young people.

Before reading the full application guidance and FAQ documents we recommend you thoroughly read the eligibility criteria.

1. Is my organisation eligible to apply for this funding?

This funding is only for providers delivering outdoor learning, which for the purposes of this fund UK Youth define as:

‘Experiential learning within an outdoor environment to support a young person’s personal, social, and educational development, improve health and wellbeing, engagement with physical literacy and environmental awareness. The outdoor space in which learning takes place is an integral part of the learning process.’

We are keen to reach as diverse an application base as possible and welcome applications from traditional outdoor centres, city farms and arts or environmental based organisations whose primary purpose is the delivery of outdoor learning. We are keen to reach as diverse an application base as possible and welcome applications from charity or not for profit established outdoor centres, city farms and arts or environmental based organisations whose primary purpose is the delivery of outdoor learning or learning outdoors using the natural environment.

If you have any questions about your eligibility, you should email outdoorlearning@ukyouth.org and title your email **Eligibility** and we will respond with 24 working hours.

As part of the application, you will be asked to confirm the following eligibility requirements:

- **You** have the authority to make this application for funding on behalf of your organisation.
- **Applicant organisation** is based, and the project will be delivered, in England.
- **Applicant organisation** must be a charitable or not-for-profit organisation and can provide a governing document if asked to do so.
- **Applicant organisation** can demonstrate previous delivery experience, benefiting young people.
- **Applicant organisation** must have been in operation for at least 2 years.
- **Applicant organisation** can demonstrate safe working practices and provide a safe space for young people. This can be demonstrated through:
 - An external quality assurance certification for example CLOtC (route 1 and 2), AALA or AHOEC Gold standard.

or alternatively,

- Based on the DfE Safeguarding Guidance for providers of activities, after-school clubs, tuition, and other out-of-school settings be able to provide:
 - an effective safeguarding and child protection policy and a designated safeguarding lead, including escalation and referral processes.
 - relevant and up to date documents that include.
 - a health and safety policy,
 - fire evacuation plan,
 - staff and volunteer employment checks (DBS),
 - complaints policy,
 - have a staff behaviour policy.
- **Applicant organisation** holds public liability and indemnity insurance of no less than £5M. Successful applicants must submit valid insurance certificates as part of the verification process.
- **Applicant organisation** must comply with the Equality Act 2010, the General Data Protection Regulation 2018 and Data Protection Act 2018, Public Services (Social Value) Act 2012 and all other relevant statutory or regulatory requirements.

Important Note:

Those who are successfully awarded funding must provide verified organisation bank account details, as we are only able to pay money into a valid UK bank account registered to the applicant organisation.

1a – What can I do if my organisation is not eligible?

If your primary purpose is not the delivery of outdoor learning, or you are a youth organisation seeking opportunities for your young people, we recommend contacting your preferred local provision to see if they are applying for funding and register your interest in attending. Alternatively, you can contact us at outdoorlearning@ukyouth.org and title your email 'find me a venue' and with your consent we will pass on your contact details to any successful organisations delivering in your area.

2. Why do I have to register before making an application?

You must be registered on our website to access the application form. This ensures we have a record of all organisations who apply for our funding. It also allows us to keep our grant applications as simple as possible, since you will already have provided key information about your organisation during the registration process.

3. I am having trouble completing the form - can I phone UK Youth for help?

Unfortunately, we do not have the resources to respond to incoming calls. The quickest way to get support is to email outdoorlearning@ukyouth.org with your query.

Note - This inbox is monitored 9am - 5pm Monday to Friday. If you title your email 'Support Needed', between Monday and Friday we will get back to you within 24 hours.

4. Can you help me apply for funding / I have accessibility requirements and require a different format or additional support?

UK Youth are committed to making our grant funding accessible to all applicants and it is our intention to remove all barriers that may prevent an organisation from completing the questionnaire. Please contact us at outdoorlearning@ukyouth.org if you require additional support.

Note - This inbox is monitored 9am - 5pm Monday to Friday. If you title your email 'Accessibility', between Monday and Friday we will get back to you within 24 hours.

5. Do I have to complete the application form in one go?

We have tried to make the application form as simple as possible whilst allowing us to obtain the key information needed for us to administer the funding diligently. Before you start, we recommend making sure you have all your key organisation contact information available and to have considered how many funded places you would like to apply for.

You will need to answer each question to navigate through the application form. However, you can go back and edit your responses before you submit and the form also has a 'Save for later' feature you can use to save your work and return to your application later. You must click 'Save for later' to save your progress.

To resume an application you have already started, please go to 'Grants and programmes', and select 'Continue application'. You may be prompted to the beginning of the application form, but information you have already entered will appear as you click through the form.

6. When is the deadline for the application?

The closing date is **Midday Monday 11th December 2023**.

Following the initial assessment round, should available funds remain we may reopen the application window for a second round of assessments, but this is not guaranteed so we strongly encourage everyone to complete their application by 11th December 2023.

7. How much funding will you be awarding overall?

We currently have an available funding pot of £1.5m

8. How much funding can I apply for?

Our intention is to award a selection of both small and large grants to ensure we are providing a diverse range of opportunities for young people. There are no maximum or minimum caps on the amount each organisation can apply for, however preference will be given to organisations who can demonstrate they have the capacity and capability, given the timescale, to achieve their funding ask.

9. What if I apply for 25 places and only deliver 23 places?

Unlike the original round of Adventures Away From Home, for Adventures Away From Home 2, 50% of the grant payment will be made in advance and 50% will be paid on completion of your delivery.

Your contract and SLA will be based on the final number of places offered to you. We accept that there will be changes to your delivery throughout the delivery period and therefore ask you follow the below guidelines.

For minor changes – i.e., changes to delivery dates within the delivery window or small changes in numbers (less than 10%) we ask that you email us at outdoorlearning@ukyouth.org with an update, especially if this delays your final delivery.

For major changes – i.e., significant changes to numbers or the cancellation of a whole group, we request that you contact us immediately to discuss switching the funding to alternative young people or where this is not possible reducing your final payment amount.

Any variance up to 10% will be accepted however any variance in final numbers above 10% will reduce your final payment amount.

UK Youth may be able to support finding replacement groups through our Movement network, but we cannot guarantee this and all delivery including rescheduled dates must be completed within the agreed delivery window.

If in doubt, please contact us at outdoorlearning@ukyouth.org

10. What does the funding cover and how can I tailor the programme to my organisation's delivery expertise or capacity?

We want to acknowledge the breadth of outdoor learning providers across England and therefore there are no mandatory activities listed within the criteria, the criteria instead focuses on the learning outcomes gained from the experience and the contact time organisations will have with the young people attending.

Essential Funding Criteria

- Represent value for money by maximising engagement time with experienced facilitators/instructors in an outdoor environment at an appropriate ratio to the activity taking place, and where appropriate aligned to NGB guidelines
- Follow the ethos of experiential learning, inclusivity, respect for the natural environment and promote courage, curiosity and celebrate participation.
- Each programme strives for excellence and has clear learning outcomes linked to our impact outcomes:
 - 1) Increased enjoyment of the outdoors for young people underrepresented in outdoor learning opportunities
 - 2) Improvements in participating young people's socio-emotional skills; equipping them to foster positive relationships, experience good health and well-being, and succeed in education
 - 3) Improvements in participating youth practitioners' understanding of the advantages of engaging in outdoor learning opportunities

Specific One Day visit Essential Funding Criteria:

- Include a minimum of 5 hours direct engagement time.
- Every young person is provided with a meal as part of their experience.

Specific 2 night Residential Essential Funding Criteria:

- Include a minimum of 12 hours direct engagement time
- Every young person is provided with full board accommodation across the duration of their 2-night stay. This should at a minimum include 6 meals of which two must be hot meals.

These are **minimum benchmark criteria** and funding assessments will look to ensure that each organisation meets or exceeds these criteria.

11. Safeguarding & Health and Safety Requirements?

All organisations must hold at least one externally verified and assessed quality assurance certification which includes a review of your safeguarding and Health and Safety policies and procedures.

This can be demonstrated through either

1. An external quality assurance certification for example CLOtC (route 1 and 2), AALA or AHOEC Gold standard **or**
2. Based on the DfE Safeguarding Guidance for providers of activities, after-school clubs, tuition, and other out-of-school settings be able to provide:
 - an effective safeguarding and child protection policy and a designated safeguarding lead, including escalation and referral processes.
 - relevant and up to date documents that includes:
 - a health and safety policy,
 - fire evacuation plan,
 - staff and volunteer employment checks (DBS),
 - complaints policy
 - have a staff behaviour policy

All organisations should comply with their own procedures throughout the delivery of this programme however if there is a major H&S or Safeguarding incident directly linked to the delivery of this programme, **organisations must report this to us within 24 hours**. Notification should be made to outdoorlearning@ukyouth.org and the email titled **'AAFH Incident'**. We also reserve the right to conduct in person quality assurance checks during your delivery window which will be agreed at least one week in advance at a mutually agreed date and time.

Confirmation will form part of our due diligence and compliance checks for all organisations awarded a grant and funding will not be paid until these have been completed.

12. Do I have to be part of the UK Youth Movement to apply?

No, but we encourage all applicants to sign up to the UK Youth Movement newsletter to become part of a network that shares opportunities for young people and the youth and outdoor sectors, gaining free access to events, campaigns, training, peer support, themed networks, and programmes. We will keep you up to date on all these opportunities through our optional newsletter. Using our connections across the UK Youth Movement we may also be able to signpost youth organisations to your provision, if you would be interested in this please email outdoorlearning@ukyouth.org and title your email 'connections'.

13. When will I receive notification on the outcome of my application and when could I receive the funding?

All successful applicants who have submitted their application prior to midday on the 11th of December 2023 will receive confirmation of their funding grant by no later than 5pm 18th December 2023.

Please note – you will be notified on the outcome of your application via the email address provided in your application, so please make sure the email address used in your application is monitored during this period or notify us if you need to submit additional contact details.

Once you have been notified of a successful grant application, we will send you a grant agreement for you to sign and return so that your grant payment can be made. Typically, we will make payment within two weeks of receiving your signed grant agreement.

14. When does the grant have to be spent by?

50% of your grant will be made on receipt of your signed grant agreement and all delivery must be complete by 31st March 2024. We will pay the remaining 50% of your grant on confirmation you have successfully completed your delivery plan and returned the required / agreed impact data.

15. What reporting requirements will there be?

AAfH is a learning programme to demonstrate the best ways to benefit under-represented young people through the outdoor learning offer. We will therefore collect data to demonstrate these benefits and help influence policymakers and commissioners to invest further in the Outdoor Learning Sector.

We want the reporting requirements to be proportional to the size of the grant.

There will be three types of reporting data required.

A delivery organisation impact form

All successful delivery organisations will be asked to complete a short online reporting form within 7 days of your final delivery end date. This form will cover how you have used the grant and the impact your delivery has had on the young people who accessed this funding.

We also want to maximise the opportunity to spotlight and showcase the work of a diverse outdoor learning provision and will ask your organisation to submit 5 photos of your delivery in action.

Group leader impact forms

All group leaders will be asked to complete two short online surveys – one prior to their trip (or when they first arrive if more appropriate) and one at the end. As the delivery organisation you will be required to share the links to these forms with the groups attending your venue at the appropriate time.

We require 80% of these forms to be completed to secure your final payment, therefore we will ensure you are kept updated regarding the proportion of organisations that have completed their evaluation reporting and aim to do so in real time wherever possible.

Young people most significant change stories

We will be asking young people (up to 5% of each group) to complete a short online story about their time on Adventures Away from Home. Again, we will be asking you to share the links of these with the leaders of your visiting groups to share with young people.

Enhanced reporting

Any organisation in receipt of funding of more than £20,000 will be asked to submit one short case study or create digital content we can use to demonstrate the impact of AAFH.

16. Where has the money come from?

This is part of UK Youth's campaign to raise awareness of the devastating impact the cost-of-living crisis is having on young people and their wellbeing and employability and the need to support youth organisations who support the young people.

UK Youth has established 'Adventures Away From Home 2' in partnership with DCMS to offer underrepresented young people, aged 11-18, or up to 25 for those with Special educational Needs and Disabilities (SEND), opportunities to engage in outdoor learning experiences that positively affect key areas of their development through connections with others and nature. Experiencing a challenging but safe space to develop resilience and self-confidence and creating a positive and joyful experience with physical activity.

17. Can I make more than one application?

Only one application per organisation can be made, however, each organisation **can apply for both residential and day visit funding.**

Organisations with more than one centre should apply centrally unless each centre is operated independently. If in doubt, please contact outdoorlearning@ukyouth.org so we can advise prior to submitting your application.

18. Can I apply on behalf of an organisation?

You must confirm that you have authority to apply for this funding.

19. What age range do we have to support to be eligible for this funding?

The fund is targeted at young people aged 11-18, or up to 25 for those with Special educational Needs and Disabilities (SEND).

20. I've made a mistake on the form I completed. Can I amend it?

Please check your application thoroughly before submitting. However, we understand these things happen.

Please email outdoorlearning@ukyouth.org with the words 'error correction' in the title and include the correct information in the body of your email.

This updated information must be submitted via email before the closing deadline, and we will do our best to match this to your submission ensuring we have the correct information to review.

21. Will you fund organisations that have started operating from this year?

No. Your organisation must have been operational for at least two years.

22. Can we apply if our organisation does not have a website?

Yes, technically you can still apply to the fund if you do not have a website, but we would need to still be able to undertake all our compliance checks before grant funding is paid.

23. Will I get feedback if I am unsuccessful?

No. Unfortunately, we do not have the resources to provide individual feedback. But we will notify all applicants on the outcome of your application.

24. Who will make the funding decisions?

All eligible submissions will be assessed by a grant panel that will include young people and will follow a clear scoring framework.

25. The funding is targeted at underrepresented young people, how is it defined who is eligible?

Funding is available for young people aged 11-18 (up to 25 for SEND) who are underrepresented in the sector. Examples of eligible young people include those:

- living in poverty
- with SEND
- identifying as LGBTQI+
- from racialised communities, including Black, Asian and Minoritised Ethnicity communities
- who have caring responsibilities (i.e.. young carer or parent)
- who have experience of the care system
- who have English as an additional language
- in the secure estate
- with poor academic attainment
- who have a disability, a long-term health condition or poor mental health

You will be asked to outline the groups of young people that you plan to work with for this funding.

Groups of young people whereby the whole group are not eligible are still able to access support, but the AAFH grant can only be applied to those individuals within the group who are eligible.

AAFH funding should only be used where no other funding has been applied to cover the cost of the outdoor learning experience.

Please note - We are especially keen to target young people who have little or no previous experience of outdoor learning.

26. How will we make funding decisions?

Applications that meet the eligibility criteria and have submitted all requested information, will be assessed against the following:

- Capacity & Credibility of the organisation
- The content of the programme and its ability to provide meaningful learning outcomes for young people
- Value for money.

The fund overall will look to demonstrate the breadth of activity taking place in the sector so collectively the successful applications will demonstrate diversity amongst:

- Activities undertaken
- Young people reached (including how they are disadvantaged) and
- A good level of geographical split.

27. Can I appeal the decision?

No, decisions cannot be appealed.

Key Information

Timelines

The deadline for all applications is Midday **Monday 11th December 2023**.

We aim to advise applicants on the outcome of their application by no later than **18 December 2023**.

All delivery must be complete by **31 March 2024**

All impact and evaluation data must be returned by **14 April 2024**.

Finances

50% delivery payments will be made as quickly as possible upon notification and return of a signed contract and verification of your bank information, this will include any approved discretionary funding.

Final payments will be made on completion of your delivery and our receipt of your impact and evaluation data or by 31 March, whichever is the sooner.

Support

All support asks are requested to go through outdoorlearning@ukyouth.org. Within working hours, we aim to respond to all emails within 24hr so please ensure you label your enquiry as clearly as possible to enable us to triage your ask quickly.

We recommend attending one of our planned webinars, which will take place on

Friday 24 November at 2pm

Friday 1 December at 2pm and

Wednesday 6 December at 2pm

During these webinars we will run through the practicalities of completing the application form, answer general application questions and provide general guidance.

UK YOUTH

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