



Department of  
**Education**  
www.deni.gov.uk



Reference Number  
(if applicable)

## Youth Service Community Relations Support Scheme (YSCRSS) PREPARATORY WORK

Before completing this form, applicants are advised to read information on pages 4 & 5

**Application for Grant: 200\_\_\_ / 200\_\_\_**

**1. Please give the name and address of the unit/group involved in this Scheme**

Unit / Group	_____	Name of Contact	_____
Address	_____	Address	_____
	_____		_____
	_____		_____
Post Code	_____	Post Code	_____
Electoral Ward	_____	Contact Numbers (H)	_____
		(W)	_____

**2. Are you a registered youth organisation with the Education and Library Board (ELB) Youth Service?**

**YES / NO (delete as applicable.)**

**If not, please list office bearers for your organisation and attach a copy of your constitution.**

<u>Name</u>	<u>Address</u>	<u>Tel. No.</u>
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Chairperson: \_\_\_\_\_

Secretary: \_\_\_\_\_

Treasurer: \_\_\_\_\_

**3. It is important that units / groups meet all necessary criteria according to child protection legislation.**

Is a Child Protection Policy in place and available for inspection?

**YES / NO (delete as applicable)**

**4. BANK ACCOUNT DETAILS**

Please give details of bank account to which grant is to be paid:

Name of Account: \_\_\_\_\_

Account Number:

Sort Code:

Name and Address of Bank: \_\_\_\_\_

\_\_\_\_\_

Postcode: \_\_\_\_\_

**5. Give details of the young people who will be taking part in the programme.**

Number \_\_\_\_\_

Age Range    4-9 yrs \_\_\_\_\_    10-12 yrs \_\_\_\_\_    13-15 yrs \_\_\_\_\_    16-25 yrs \_\_\_\_\_

Perceived Religious Affiliation

Protestant M	<input type="checkbox"/>	Roman Catholic M	<input type="checkbox"/>	Other M	<input type="checkbox"/>
F	<input type="checkbox"/>	F	<input type="checkbox"/>	F	<input type="checkbox"/>

**6. Please name the group that you will have a contact programme with in the future:**

\_\_\_\_\_

**7. Programme Plan (Please note that the purpose of Preparatory Work is to help your group to share and explore its cultural identity)**

**(a) What are the main objectives of the programme?** (What do you expect to achieve by the end of the programme?)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**(b) What events, activities, approaches, etc will be used to achieve your objectives?**

\_\_\_\_\_

\_\_\_\_\_

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**(c) What specific opportunities will be provided to explore community relations issues?**

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**(d) How will young people be involved in the planning, delivery and evaluation of the programme?**

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**(e) What is your timetable for your programme?** Ensure residential details (if appropriate) are included.  
Please note that parental consent must be sought for all off-site activities.

Key Dates

Main Activities

Venue

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The programme will commence on \_\_\_\_\_ 200\_\_ and end on \_\_\_\_\_ 200\_\_

**8. Proposed Programme Costs** (eg transport, entrance charges, hire of premises, materials, residential)

Item

Cost

Item

Cost

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**TOTAL £** \_\_\_\_\_

9. **Please provide details of community relations training which staff involved have achieved. Details of training to be undertaken by staff should also be included.**

Name of Staff

Training Achieved / Planned

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10. **Certificate**

I certify that the information given is correct. I agree to submit a programme report and financial statement **with relevant original receipts** within one month of completion of the programme.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

**Please return this form to :**

**PREPARATORY WORK**

Preparatory work is aimed at increasing knowledge, widening perceptions and dispelling ignorance and fears concerning the main cultural traditions in Northern Ireland.

It should provide young people (and their leaders) the opportunity, within the non-threatening and familiar environment of their own group, to share and explore their cultural identity in preparation for contact and interaction with groups from different cultural/religious traditions.

This work may apply to a group consisting primarily of one cultural/religious identity or to a 'mixed' group who have not had any meaningful opportunity to discuss community relations issues.

The goal of Preparatory Work is to move towards contact with others, of different traditions, with whom meaningful contact has not been established.

The programme is aimed at facilitating cross community contact normally within a 12 month period.

## **ESSENTIAL PROGRAMME CONTENT**

- ◆ Understanding of own identity and culture
- ◆ Awareness of other cultures
- ◆ Examination of prejudices, fears and anxieties
- ◆ Bonding and trust activities
- ◆ Process for joint evaluation by young people and adults

## **EXPECTED OUTCOMES**

It is anticipated that on completion of preparatory work participants should have developed:

- ◆ A greater understanding of their own cultural identity
- ◆ A greater appreciation of others cultures/traditions
- ◆ Greater confidence in sharing their views with others
- ◆ A willingness to meet with others from a different cultural/religious background

It is acknowledged that the duration and intensity of preparatory work will vary according to the starting point of participants and the nature of the planned programme. The success of this work rests in the extent to which it has enabled participants to consider their views and attitude to their own cultural tradition and on how it may have motivated them to consider their relationships with other traditions and cultures.

## **FINANCIAL SUPPORT**

Each application will be considered on its merits and on the availability of funds. Financial assistance up to a maximum of £600.00 will be made available to approved programmes. This grant may be used to cover any area of the programme including: Transport, Entrance Charges, Hire of Premises, Materials and Residentials.

## **CRITERIA FOR FUNDING**

- ◆ The programme should be structured and progressive and should enable participants to work together over a defined period of time.
- ◆ Clear aims and objectives should be agreed at the outset.
- ◆ Support of the group's management and leadership team should be ensured.
- ◆ The programme should normally involve not less than 10 young people and not more than 20. There should be an appropriate leader/participant ratio.
- ◆ The same core participants should be involved throughout.
- ◆ Participants (excluding leaders) should be within the 4-25 age range.

**For any additional support and advice, including training opportunities, please contact:**

## **FRAUD WARNING:**

**'The information provided on this form may be made available to other department / agencies for the purposes of preventing or detecting fraud'**