

YOUNG LIVES BRADFORD TRAINING FUND

Grants For Staff Or Volunteers Undertaking Youth Work Activity In The Voluntary Youth Sector

A grants fund (previously known as the VYON training fund) is available for people who work in the voluntary youth sector and wish to undertake a training course or seminar that has cost implications. The fund aims to enhance the **youth work skills** of staff and address **health & safety** and **safeguarding** issues related to delivery of youth provision.

Applications can be submitted at any time, but will be considered on a monthly basis. They must be submitted on the official form, which is available from the contact address below.

Criteria for applications:

- Applicants should work for member organisations of the Young Lives Bradford network (to become a member contact Maleha Bokhari, Young Lives Bradford – details below)
- Organisations should be working within the geographical boundaries of the Bradford Metropolitan District Council with young people between the ages of 11 – 25 years
- The fund is open to people that either work voluntarily, are paid on a part-time basis or a full time basis, but priority will be given to volunteers and part time staff
- Applicants should be aged over 18
- Applicants need to show clearly how the course/training will benefit their work with young people and the voluntary youth organisation for which they work
- Applicants need to have approval from their Line Manager or management committee
- Proof of attendance is required, as are receipts for travel, etc before the grant can be paid
- Individuals can apply for funding support for up to £300 per person per financial year
- The maximum grant paid at any one time in this year is £150 per person plus expenses (mileage rate: 40pence per mile)
- If the course is more than £150 and match funding is required, evidence must be given of it's availability before funds are released
- Cheques will be made payable directly to the organisation not to individuals or trainers and payment can only be made once the delegate has completed the course and a copy of the certificate of attendance and copies of invoices have been submitted has been sent back to us. You should however submit the application to us for authorisation to confirm the course meets the fund criteria. You will be notified if it does not.
- It is not necessary to apply to this fund for courses run by Integrated Youth Support - Localities, as payment will be made directly (see training portfolio)
- Organisations can also use this fund to pay for in-house training courses for several members of staff at one time. If you have any questions or for more details of eligibility please contact Maleha Bokhari at the details below.

For further clarification on what courses you can use this fund for please contact Melaha Bokhari.

The application forms and criteria details can also be downloaded from the Bradford CVS website, go to the children and young people's section. www.bradfordcvs.org.uk

Applications should be signed by the line manager and sent to:

Maleha Bokhari, Young Lives Bradford
Bradford CVS, 19-25 Sunbridge Road, Bradford BD1 2AY
Tel: 01274 722772 Email: maleha@bradfordcvs.org.uk