
My London: Enabling Youth Social Action

Programme Specification



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Introduction and Programme Overview

Team London

Team London is the Mayor of London's team who encourage volunteering in the capital and support the Mayor's pledge to improve social integration, reduce barriers to social mobility and engage effectively with London's communities.

The Mayor of London recognises that volunteering and social action have positive benefits on the mental health and wellbeing of young Londoners, as well as being powerful ways for young people to develop their skills. This is key to the future success of our city.

Background: The Young London Inspired Programme

The Young London Inspired (YLI) Programme began in 2018 and is due to finish delivery in 2021. Since 2018, YLI has funded 40 organisations. Over this time, awards have included 29 one-year grants of between £5,000 and £15,000 and four multi-year grants of up to £50,000 to organisations focussing on volunteering and social action programmes with young people from target cohorts that may be at more risk of developing poor mental health in the future.

To date 680 young volunteers have been engaged across the programmes. 75% of these young people are new to volunteering and are from groups that face increased barriers to participation, such as young carers, NEET young people (not in employment, education, or training), young people involved in the criminal justice system, and other key target groups. Evaluations to date show that 67% of young people reported improved wellbeing as a result of taking part in these programmes.

My London: Enabling Youth Social Action

My London: Enabling Youth Social Action, delivered by Team London and match funded by the #will Fund¹, is the next phase of the YLI programme. This programme has been developed in response to the growing concern around young people's mental health due to the impacts of Covid-19 and puts frontline youth sector organisations at the heart of developing models of youth engagement for young people in their communities.

¹ The #iwill Fund is made possible thanks to £50 million joint investment from The National Lottery Community Fund and the Department for Digital, Culture, Media and Sport (DCMS) to support young people to access high quality social action opportunities.

My London will provide support and funding for community organisations to collaborate in designing local models to engage vulnerable young people² in social action and volunteering.

The overall purpose of this programme is to improve mental health outcomes for young people. But along the way we want to support youth organisations to collaborate in order to provide more sustainable opportunities for youth social action at a local level.

Team London is seeking applications from partnerships of five frontline organisations with experience of, or an interest in, improving the mental health of vulnerable young people by engaging them in social action and volunteering opportunities to make a difference in their communities. This programme will be delivered in:

- Barking and Dagenham and Redbridge
- Ealing and Hillingdon
- Greenwich and Lewisham

Successful partnerships will be resourced to take part in a six-month design lab programme, taking the form of twice -monthly meetings, facilitated by an independent partner.

The design lab series will bring together learning from the 40 organisations funded through the YLI programme (2018 – 2021), specific capacity building support identified by the participating partnerships and analysis of youth sector evidence, to enable the partnership to build on their strengths and co-produce a model of youth participation.

The partnerships will be resourced to work together during the design lab period and the model they create by the end of this should be designed to increase the number of volunteering opportunities for targeted young people in their area, embed good practice and increase the impact of the experience for young volunteers and the communities they are working with. Partnerships will then apply for up to £200,000 funding over two years to implement their co-designed model locally. The ambition is

² For the purposes of this programme we are defining ‘vulnerable young people’ as young people who identify as or are identified as being part of one or more of the following groups: Looked after children (or at risk of being), young carers, young people in the youth justice system (or at risk of being), young homeless people (or at risk of being), refugee and asylum-seeking young people, young people with learning disabilities, NEETs (not in employment, education or training), vulnerable young people (or at risk of being), young people who identify as LGBTQ+, young people from the traveller community, young people who have experienced domestic violence and young people with physical disabilities.

that this programme will create collaborative models of youth social action that can be sustained longer term in the partnership boroughs.

Information Sessions

Team London will host online information sessions which will provide an overview of the My London programme and provide an opportunity for interested organisations to ask questions. These sessions will also provide a space for networking with other organisations interested in forming a partnership.

Information Sessions		
Wednesday 16th December 2020	15:00 – 16:00	Sign up to attend an information session
Friday 18th December 2020	10:00 – 11:00	
Monday 4th January 2020	10.30 – 11.30	

Team London will post a weekly update on questions asked via email and during the information sessions to the relevant [web page](#). This update will be uploaded on Wednesdays by 16:00.

Application Timeline

Activity	Information
Information sessions	Team London will be hosting online Information sessions which will provide an overview of the My London programme and give organisations the opportunity to ask questions. See the section above for details of how to join a session.
Questions	Team London will post a weekly update on questions asked to the relevant web page . This update will be uploaded on Wednesdays by 16:00.
Application deadline	Team London must receive all applications by 17:00 on Wednesday 27th January 2021. Applications will not be accepted after this time.

Outcome of Applications	Partnerships will be informed of the outcome of their application by week commencing 1 March 2021 .
Funding Agreement	Successful partnerships will receive a copy of the Funding Agreement by 5 March 2021 . The successful lead partner will be expected to return a signed copy by 12 March 2021 .
Inception Meeting	An inception meeting with successful partnerships will take place in March 2021. Date to be decided.
Programme Launch	Successful partnerships will commence the Design Lab in April 2021.

Which Organisations are Eligible to Apply?

To be eligible to apply for the My London programme all organisations within the partnership must have one of the following status’:

- Registered charity
- Charitable incorporated organisation (CIO)
- Community Interest Company limited by guarantee
(note that CICs limited by shares are NOT eligible)
- Charitable company (limited by guarantee)

All organisations within the partnership must also be able to demonstrate that they have a clear footprint of work in one or both boroughs they are applying to form their partnership in.

Where will this programme be delivered?

Team London will recruit three partnerships to the My London programme. One partnership will be recruited from each of the following areas:

- Barking and Dagenham and Redbridge
- Ealing and Hillingdon
- Greenwich and Lewisham

A combination of data, desk-based research and local consultation have been used to determine the delivery boroughs. Data indicators included:

- Boroughs that have high numbers of young people from the target cohorts of young people
- Boroughs that are lacking youth infrastructure
- Boroughs that have higher proportions of young people from lower socio-economic backgrounds
- Boroughs with a high number of young people aged 10-20
- Boroughs that have been particularly affected both economically and socially by Covid-19

Forming your Partnership

Partnerships should be made up of five organisations (one lead partner and four collaborating organisations) each with a clear footprint of work in one or both paired boroughs. Each organisation within the partnership should have experience of, or an interest in, improving the mental health of vulnerable young people through involving them in social action and volunteering opportunities to make a difference in their communities.

Team London encourage organisations to use their local networks to form partnerships and we are particularly keen to see applications from partnerships that can demonstrate:

- A strong belief in the power of volunteering and youth social action for positive mental health outcomes.
- Experience of working with a range of the vulnerable young people this programme is targeting. Please see appendix 1 for the target groups this programme will support.
- A range of experience within the partnership of involving young people in social action and volunteering.
- A knowledge of the assets and needs of their local area and the desire to collaborate to design models to improve the local area.

Lead Partner Eligibility Criteria

Each partnership must assign one organisation as the lead partner. To be eligible to be the lead partner, the applying organisation must meet the following essential criteria:

- Can demonstrate the capacity to take on the administrative elements of this role.
- Is experienced in collaborating with organisations in one or both boroughs the partnership is being formed in.

- Has some experience of working with vulnerable young people.
- Has some experience of delivering youth social action, youth volunteering or youth led work (desirable but not essential).

What is the Lead Partner responsible for?

The below table outlines the responsibilities of the lead partner.

Date	Responsibility	Notes
Wednesday 27 January 2021 by 17:00	Submit the My London partnership application to Team London.	
March 2021	Process and coordinate the first partnership development payments to collaborating organisations.	4 payments
Between April 2021 – September 2021	Process and coordinate the capacity building payments. This is £7,000 per partnership and is ringfenced for democratically decided capacity building support for the partnership.	Number of payments TBC
July 2021	Process and coordinate the second partnership development payments to collaborating organisations.	4 payments
October 2021 – November 2021	<p>Coordinate the submission of the partnership funding application after the Design Lab during October and November 2021.</p> <p>Submit the partnership application to Team London by 27 November 2021.</p>	

What Remuneration does the Lead Partner Receive?

The lead partner will be awarded £5,000 between April 2021 and December 2021 to deliver the responsibilities outlined above. This payment is in addition to the £5,600 partnership development funding each participating organisation will receive to resource their participation in the programme.

Example Partnership

An example partnership in the Lewisham and Greenwich boroughs could include:

Organisation status	Borough experience <i>We are looking for a mix of organisations working across both boroughs.</i>	Experience of delivering youth social action / youth voice <i>We expect each partnership to have at least two organisations who are experienced in delivering youth social action.</i>	Experience of working with target cohorts <i>We expect each organisation taking part to bring their own expertise in working with young people from our target cohorts.</i>
Lead Partner	Greenwich	Experienced	Young people who identify as LGBTQ+
Collaborative Partner 1	Greenwich	Limited experience but with an interest in developing this work	Young people with learning disabilities Young people with physical disabilities
Collaborative Partner 2	Lewisham	Experienced	Refugee and asylum-seeking young people
Collaborative Partner 3	Lewisham	Limited experience but with an interest in developing this work	Looked after children Young carers Young people at risk of involvement in the youth justice system
Collaborative Partner 4	Works predominantly in Lewisham with a small footprint of work in Greenwich	Experienced	Young carers

Partnership Development Funding

We are mindful of constraints in the voluntary community sector that prevent positive collaboration, particularly in the current climate, and so are providing specific funding to resource the collaborative partnership over the three years. This is designed to support organisation's ongoing engagement with the My London programme.

We have allocated £28,000 per partnership (£5,600 per organisation) over the course of the programme. We have split this across the duration of the programme in line with the level of resource and engagement required at each stage.

The partnership development funding is separate to the £200k per partnership allocated to deliver the models of youth social action and volunteering.

Date	Amount allocated	Why have we allocated this amount?
Programme set up (March 2021)	£10,000 per partnership (£2,000 per organisation)	We believe it is crucial to provide an upfront payment to organisations, so they are bought into the programme and able to allocate staff time.
Design Lab period (April 2021 – September 2021)	£15,000 per partnership (£3,000 per organisation)	This is the most time intensive period of the programme and we have therefore allocated the majority of the payment to this time period.
Design Lab and application coordination period (April 2021 – December 2021)	£5,000 for the lead partner only	This additional payment is in recognition of the additional administrative responsibilities of the lead partner.
Two-year delivery period (December 2021 – December 2023)	£3000 per partnership (£600 per organisation)	We expect partnerships to continue to meet during the delivery years and have allocated

		this funding to cover expenses to attend collaboration meetings.
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Capacity Building Funding

We have allocated £17,000 per partnership for capacity building support costs. The capacity building funding is separate to the £200k per partnership allocated to deliver the models of youth social action and volunteering.

Each partnership will be allocated £7,000 in the design lab stage. Once the gaps in knowledge or expertise within the partnerships have been identified organisations will be able to source appropriate capacity building activity to meet those needs.

The £7,000 allocated at the Design Lab stage gives the partnerships flexibility for the funding to be spent on training or bespoke consultancy. There is flexibility for partnerships to access training as discrete cohorts or to share learning opportunities across the partnerships.

£10,000 per partnership is ringfenced for the final year of delivery where we expect partnerships to allocate this funding to building their sustainability plans.

The Design Lab

The three partnerships accepted onto the My London programme will take part in a six-month Design Lab. The purpose of the Design Lab is to give the three partnerships a neutral and facilitated space to:

- Form strong and productive working relationships.
- Use the expertise of the Design Lab facilitator in community focussed programme design to support the development of their local model.
- Identify the strengths and gaps in knowledge within the partnership.
- Once the gaps in knowledge or expertise have been identified, source appropriate capacity building activity to meet those needs. **A separate capacity building fund of £7,000 per partnership will be ringfenced for this activity.**
- Utilise the Team London YLI learnings and build them into their programme design plans.
- Learn the knowledge of how to successfully design programmes to involve vulnerable young people in youth social action and volunteering (provided by Team London).

- Provide space dedicated to thinking and reflection for the partnerships to use their knowledge and expertise to design local models of involving young people in youth social action.

At the end of the Design Lab, each partnership will be prepared and able to write a partnership application for ringfenced funding of £200k, over two years, to deliver their designed models.

Applying for the Ringfenced Funding to Deliver your Partnership Model

Upon applying for the £200,000 over two years, the partnerships will need to demonstrate how their designed models incorporate the following key indicators:

- Reaching vulnerable young people from the target cohorts.
- Achieving positive wellbeing outcomes for the young people involved.
- Achieving positive outcomes for the community, including building resilience post Covid- 19.
- Working with young people aged 10 -20 - with an offer for young people under 14 years of age.
- Incorporating youth voice into the model and amplifying youth voice in the partnership area.
- Developing a model that is sustainable and contributes to strengthening local civil society.

Each partnership's target output and outcomes will be co-designed with GLA officers before the partnership funding is confirmed.

If the applications are successful in meeting the criteria above and the partnership can demonstrate a commitment to joint working, funding will be awarded for the partnership to deliver their designed model in their paired boroughs over two years.

External Evaluation of the Programme

Team London will commission an independent evaluation partner to work with the successful partnerships between January 2022 and January 2024. The evaluation will examine the impact produced by the programme, both intended and unintended, with a focus on:

- How the partnerships have developed through their involvement in the programme.
- The mental health and other outcomes for young people involved in the boroughs.

Need more help? Contact chloe.holness@london.gov.uk

- The outcomes for the community as a result of the increase in opportunities for youth social action, volunteering and amplified youth voice in the boroughs.

My London Programme Timeline

Activity	Date
Frontline organisations in paired boroughs form a partnership (of 5 organisations) and apply to be part of the My London Programme	Deadline to apply is 17:00 on 27th January 2021
Successful partnerships notified of decision	W/c 1 st March
Partnerships take part in a six-month Design Lab series.	April 2021 – September 2021
Each partnership can apply for up to £200k funding over two years to deliver their designed models.	October 2021 – November 2021
Partnerships awarded funding (subject to satisfactory applications) and delivery commences.	December 2021
Delivery complete with final evaluation and report.	December 2023

How to Apply

Before applying we strongly advise you to read all of the details in this document and attend an information session. You can also ask questions via email by contacting chloe.holness@london.gov.uk.

Please apply by submitting your partnership application form and the lead partner's due diligence documents via email to chloe.holness@london.gov.uk

The application form template is available to download in MS word format on the relevant [webpage](#).

The deadline to apply is 17:00 on Wednesday 27th January 2021.

Lead partner due diligence documents required

Need more help? Contact chloe.holness@london.gov.uk

1. **Organisation's governing document** (i.e. Articles of Association or your constitution)
2. **Public liability and employer's liability insurance policies**
3. **Child safeguarding** measures that are compliant with current legislation and statutory guidance.
4. **Health and safety policy** or equivalent
5. **Equality and diversity policy** or equivalent
6. **The most recent audited accounts** OR a statement of turnover, profit and loss/ income and expenditure and cash flow position for the most recent full year of operations where this information is not available in audited form
7. **Organisation's Financial Regulations** (this is a document which outlines how your organisation manages its finance procedures such as petty cash, BACS payments and cheques).

The collaborative partners of successful partnerships recruited to the programme will be required to submit their due diligence documents at a later date.

Please ensure:

- All uploaded documents are the most recent versions.
- All policies have clear issue and review dates.
- That your safeguarding policy has a named designated safeguarding lead and up to date contact information of this lead.

Appendix

Target Cohorts of Young People

For the purposes of this programme we are defining ‘vulnerable young people’ as young people who identify as or are identified as being part of one or more of the following groups:

- Looked after children (or at risk of being)
- young carers
- young people in the youth justice system (or at risk of being)
- young homeless people (or at risk of being)
- refugee and asylum-seeking young people
- young people with learning disabilities
- NEETs (not in employment, education or training)
- vulnerable young people (or at risk of being)
- young people who identify as LGBTQ+
- young people from the traveller community
- young people who are experiencing or have been impacted by domestic violence and abuse
- young people with physical disabilities

Other formats and languages

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