



In partnership with:
UK YOUTH | **Pears**
Foundation

Application Guidance



Part 1: Expression of Interest Guidance

Using This Document

This document is designed to help you complete the UK Youth Fund Expression of Interest (EOI) form (pages 2-10) and the second stage Application. We advise you to review this document before you begin submitting your EOI so that you know what information you will need to gather in advance. Please also read our [FAQs](#), which has detailed information about The UK Youth Fund.

Unfortunately, we do not have the resources to receive incoming calls. If the answer to your question is not in this guidance document or the FAQs, the quickest way for you to receive a response is to email us at grants@ukyouth.org.

UK Youth are committed to making our grant funding accessible to all applicants. If English is not your first language, if you require the EOI in a different format or you would like assistance with any aspect of the EOI process please contact us and we will be happy to help you apply. Please email grants@ukyouth.org stating 'Accessibility' in the subject box.

Please note the grants inbox is monitored Monday - Friday between 9am - 5pm and we aim to respond to all enquiries within 48 hours.

EOI Form Questions

The EOI form is divided into 5 sections which you can find below.

The form 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 'Funding & AI' section on the left-hand menu of your Plinth account and click on 'Manage Funders.' Then select 'The UK Youth Fund' in the 'In Progress Applications' section. You may be prompted to the beginning of the EOI form, but information you have already entered will appear as you click through the form.

Please navigate through the different steps of the EOI form by using the 'Back' and 'Save and Next' buttons at the bottom of each page. The form will warn you not to progress if any question is left unanswered, but you can either 'Skip for Now' or come back and edit anything you have written before you submit your application.

Part 1: Expression of Interest Guidance

Before You Apply

This page details the eligibility requirements for this fund. We don't want you spending your time completing an application if there is no chance of you getting funded so please read these carefully and confirm you meet these criteria in order to proceed with your EOI form.

Once you check that you are eligible to submit an EOI form, we encourage you to make sure you have everything ready. Below is a checklist of information you will need to complete the EOI form on Plinth.

Please follow the link provided to the EOI form on Plinth and have the following ready:

- Your organisation's registered details (charity/company number, registered address)
- Your organisation's turnover from the last financial year
- Information about the young people you support (age ranges and numbers)
- Details of your primary service delivery location



Section 1: Applicant Details

In this section we will just need to know the contact details of the individual applying on behalf of the organisation for the fund, so that we can contact you about the following stages and store your grant data. Please double check that you have entered your email address correctly as this is what we will use to contact you.

1. Full Name
2. Job Role
3. Email Address
4. Phone Number

Section 2: Organisational Details

In this section we will need to know your organisational details so that we can verify and check your eligibility, and we will need to verify your details.

1. Organisation Name

Please provide the full registered name of your organisation as it appears on official documents (e.g., charity registration, Companies House).

2. Social Media or website

Please provide your organisation's website URL. If you don't have a website, you can provide links to your social media pages (e.g., Facebook, Instagram, LinkedIn).



3. Registered Address

Please provide the full registered address of your organisation, including postcode. This should match the address on your official registration documents.

4. Organisation type - Is your organisation one of the following Charity/CIC/CIO, Company limited by guaranteed?

To be eligible, your organisation must be one of these legal structures. Please select your organisation type from the list. If your structure is not listed, select 'Other' and specify.

What these mean:

- Registered Charity - A charity registered with the Charity Commission (England & Wales), OSCR (Scotland), or Charity Commission for Northern Ireland
- Charitable Incorporated Organisation (CIO) - A specific legal form designed for charities
- Community Interest Company (CIC) - A special type of limited company which exists to benefit the community
- Company Limited by Guarantee - A company without shareholders, often used by charities and non-profits

You can find your organisation type on your registration documents from the Charity Commission, Companies House, or equivalent regulatory body.

5. Charity/Company registration number

Please provide your Charity Commission number, OSCR number (Scotland), Charity Commission for Northern Ireland number, or Companies House number. This should be a numerical reference that we can use to verify your organisation.

6. Has your organisation been operating for a minimum of 2 years?

To be eligible, your organisation must have been formally operating for at least 2 years from the date of registration. Select 'Yes' if your organisation was registered on or before this date 2 years ago.



7. Please upload a copy of your governing document.

Please upload your organisation's governing document. This is the legal document that sets out your organisation's purposes, powers, and how it should be run.

What is a governing document?

Your governing document may be called:

- Articles of Association (for companies)
- Constitution (for unincorporated organisations)
- Trust Deed (for charitable trusts)
- Memorandum and Articles of Association (for older companies)
- Founding document or Rules

Where to find it:

- For registered charities: Download from the Charity Commission, OSCR, or Charity Commission NI website
- For companies: Download from Companies House website
- From your organisation's records or founding members
- Contact your regulatory body if you cannot locate it

Section 3: Eligibility Checklist

In this section we will need you to confirm you meet the eligibility criteria. If you have any questions regarding your organisation's eligibility, please contact us before spending time on your EOI form.

Please confirm the following through Yes/No questions:

1. Is your organisation's primary focus supporting young people and youth provision?

Yes/No

2. Are at least 70% of the young people you support aged between 8 and 25 years old?

Yes/No

3. What was your organisation's turnover in the last financial year?

Please provide your organisation's total turnover from your most recent financial year in GBP (£). To be eligible for this fund, your turnover must be less than £500,000.

You can find this figure in your annual accounts or financial statements. Please enter the amount as a number (e.g., 250000 for £250,000).

4. Where is your organisation delivering and/or serving young people who live, study and are based in the eligible local authorities?

You can find a full list of eligible areas in England and in Scotland, Northern Ireland and Wales.

This question includes multiple follow-up questions based on the country and region you operate in so that you can quickly find the relevant local authority that makes you eligible for the fund.

Please first select the country where you primarily deliver services to young people. Our eligibility is based on the communities you serve, not your head office location. If you support even one young person from any of the eligible locations, you are eligible to apply.

Section 4: EDIB Questions

As part of our grant making process we would like to know more about the young people you support and the leadership of your organisation. This is optional data and you can choose to select “prefer not to say” to all the questions in this section. Answers to these questions will not influence any decision making in funding.

1. Please select any category that the majority (50% or more) of people supported or benefitted by your organisation identify as.

This question helps us understand the communities you serve. Please select all categories that apply to the majority (50% or more) of the young people and communities your organisation supports. We understand the importance of intersectionality and the multiple identities (such as race, gender, disability, and more) that may overlap and impact the experiences of young people you work with. This measurement isn't going to capture that but we're using this tool to align with Equity, Diversity and Inclusion (EDI) data standards to build our understanding and we'll be reviewing how best to capture data moving forward

So if 50% or more of the young people you support identify with multiple categories, or 50% identify with individual categories please select all appropriate ones.

What 'majority' means here:

If 50% or more of the young people you work with identify with any of the categories listed, please select that category. You can select multiple categories if applicable. For example, if 60% of your beneficiaries are from Global Majority backgrounds and 55% are young women, you would select both options.

Why we ask:

This information is optional and will not affect your application outcome. We collect this data to:

- Understand the diversity of communities being served across our funded organisations
- Ensure we're reaching young people from different backgrounds across the UK
- Identify any gaps in our reach and support
- Report on the breadth of communities we support to our funders



2. Does the majority of the leadership of your organisation identify with any of the following?

This question helps us understand the diversity of leadership within organisations we support. Please select all categories that apply to the majority of your organisation's leadership team.

We understand the importance of intersectionality and the multiple identities (such as race, gender, disability, and more) that may overlap and impact the experiences of your leadership. This measurement isn't going to fully capture that but we're using this tool to align with Equity, Diversity and Inclusion (EDI) data standards to build our understanding and we'll be reviewing how best to capture data moving forward.

What 'majority' means here:

Consider your Board of Trustees, Senior Management Team, or equivalent leadership body. If 50% or more of these leaders identify with any of the categories listed, please select that category. You can select multiple categories if applicable. For example, if your Board has 7 members and 4 identify as disabled people, you would select 'Disabled People'.

Why we ask:

This information is optional and will not affect your application outcome. We collect this data to:

- Understand representation and diversity in leadership across youth organisations
- Identify organisations with lived experience leadership that may benefit from specific support
- Track progress in leadership diversity across the youth sector
- Inform our own programmes and support for leadership development

Important: This is about your formally constituted leadership team, not about the wider group of young people you serve. We recognise that leadership diversity and beneficiary diversity may differ, and both are valuable to understand.

You can select 'Prefer not to say' if you prefer not to provide this information.

Section 5: Declaration

Please confirm the following:

- The information provided in this Expression of Interest is true and accurate to the best of my knowledge.
- I am authorised to submit this application on behalf of the organisation.
- The organisation meets the stated eligibility criteria, including: being a charitable/not-for-profit organisation or CIC; having a turnover under £500,000 in the last financial year; delivering primarily youth provision with at least 70% of beneficiaries aged 8-25; operating for a minimum of two years; delivering services in eligible UK geographical locations.
- The organisation can provide supporting documentation if requested.
- I understand that submission of this EOI does not guarantee funding.

Second Stage Application Guidance

Section 1: About Your Organisation and Young People

The following questions have a maximum word limit of 200. We are not expecting beautifully written answers. Just speak from your heart about the work of your organisation.

1. Briefly explain the work your organisation does.

In this question we want to understand the following:

- Who you are as an organisation
- Why does your organisation exist?
- Where do you deliver your services? Do you work out of a specific location
- When are you open? What is the work you deliver?

2. What is the need you are meeting for young people and how do you ensure that young people are involved in the design and implementation of the service you provide?

In this question we want to understand the following:

- What challenges or needs do the young people you work with face?
- How do you know these needs are real and what evidence do you use to establish need? (e.g. feedback, data, lived experience)
- How do young people shape your services?

Do young people:

- Volunteer?
- Take leadership roles?
- Sit on advisory boards?
- Help plan activities?
- How do you make sure young people have a voice and are listened to?



3. What does high quality youth work, including outdoor learning, mean to you? Please give examples of how you deliver this.

In this question we want to understand the following:

- What services you deliver (Examples can include: Outdoor learning, Skill-building, Sports based activities, Safe spaces, and Community impact)
- How you deliver them
- What makes your youth work “high quality”
- How you create inclusive practice
- How you meet the needs of young people in your community
- What impact has your service had on young people

This grant fund is not just about supporting youth organisations that are having financial difficulties. We will receive hundreds of applications from youth organisations in financial difficulty. We want to ensure that we are funding those organisations that are delivering high-quality youth work. We know high-quality youth work can appear in lots of places, from bus stops to sports arenas to arts and cultural centres, what we're interested in is how you embed youth work principles in your practice.

Section 2: Funding Request

This section asks about the amount of funding you are requesting and how it will be used.

1. How much grant funding are you requesting per year?

In this question, we want to know how much funding you are asking for:

- We expect to award grants of up to 10% of your organisation's annual income.
- Example: If your income last year was £250,000, we would not normally expect you to request more than £25,000 per year.

There may be some exceptional exclusions to this rule, but even then it is unlikely we will distribute grants very much above the 10% threshold.

2. How will you use this funding?

The following question has a maximum word limit of 200.

Please note: You can use the funding in the way that best supports your organisation. It can support existing work or new ideas and you do not have to spend it exactly as described here.

In this question, we want to understand the following:

- How you expect to use the funding over the next three years
- What difference it will make
- How it will:
 - Strengthen your organisation
 - Improve services
 - Support sustainability
 - Help you grow

We will use this information to understand how organisations use unrestricted funding and how we can better support you in the future.

The funding will be unrestricted for 3 years so you can use it as you wish. We want to know how you plan to use these funds and the benefit that will come of it. We do not expect to hear about new or innovative ideas unless that is what you want. We are very happy to fund existing work to ensure it can continue.

Section 3: Financial Information

The following questions have a maximum word limit of 200. If you are expecting the figures for your current year to be significantly different, then please tell us here. For example, if your accounts show healthy cash reserves, but these have now been spent; or if you expect your income or expenditure to be significantly different.

1. What has caused this financial need?

In this question we would like to know:

- Your current financial position
- Any challenges, such as:
 - Rising costs (utilities, rent, food, staffing)
 - Loss of income or funding
 - Increased salary costs
 - Higher demand for services
 - Emergency or unexpected expenses

2. What have you already done to address those financial needs?

In this question we would like to know about actions you have already taken, such as:

- Cost savings
- Fundraising efforts
- Restructuring of changes in your governance
- Partnership working
- What difference, if any, have these actions made so far (e.g. to your financial position, stability, or ability to continue delivering services)?

3. What are your plans if don't secure the funding you need?

In this question we would like to know:

- Your plan if this funding is not secured
- Whether this funding would:
 - Prevent a crisis
 - Stabilise your organisation
 - Enable growth or development

Section 4: Previous Funding

The following question will help us gain a clear understanding of other funding you have received and has a maximum word limit of 200.

1. What other unrestricted grant funding have you received in the last three years?

Please provide us with information about your current or recent funding from UK Youth and other major funds over the last 3 years. This should include:

- Name of the funder
- Amount of funding received
- Duration of the funding

This helps us understand your funding portfolio.

Section 5: Upload Supporting Documents

1. Please upload all of the following documents:

- One full year of accounts
- Safeguarding policy, procedures and certificates
- Health and Safety policy
- Public liability insurance
- Equality, Diversity and Inclusion policy

For your Safeguarding policy, please ensure that the policy is up to date and signed, with the relevant contact of designated safeguarding lead to be Level 2 and above.

You can upload multiple documents under each section if needed. Accepted formats: PDF, DOC, DOCX.

Section 6: Declaration and Automated Submission Email

By ticking this box, you confirm that:

- You have read and understood UK Youth's AI statement.
- The information provided in this application is accurate.
- The application is a genuine reflection of your organisation and the services you deliver for young people.
- The information provided in this application is true and accurate to the best of your knowledge.
- You understand that decisions will be based on the information provided in this form and any supporting documents.
- You understand that if any information is found to be false or misleading, this application may be withdrawn and any grant offered may be reclaimed.
- You have the authority to submit this application on behalf of the organisation.
- You understand that AI tools may have been used to support drafting, but the answers reflect the organisation's own work, knowledge, and experience.

This is the final step before submitting your application. Before submitting, please use the 'Previous' and 'Next' buttons within the form to go back and check your answers. Once an application has been submitted it will not be possible for you to edit or amend it.

When you have successfully submitted your application you will receive an automated confirmation email.

If you have any questions, please contact us at grants@ukyouth.org.

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