



Delivery of Funky Dragon Active Citizenship Training (Agored Cymru Accredited)

Background:

Funky Dragon is the children and young people's assembly for Wales. Its mission is to enable children and young people in Wales to get their voices heard by government and others who make decisions about policies and services that affect their lives.

Funky Dragon is a Joint Sponsor in an initiative called Reach the Heights, which is funded by the European Social Fund (ESF); and aims to improve employment and training opportunities for young people in 'convergence' areas of Wales.

As part of this project, and in order to contribute to its overall mission, Funky Dragon has developed a range of workshops based on the theme of '*active citizenship*'. Workshops include sessions on the United Nations Convention on the Rights of the Child; teamwork and communication; equality and diversity and active citizenship. These workshops have been developed to compliment a number of existing curricula, including: the PSE Framework (2008), and the 'Youth Work Curriculum Statement for Wales'; and the programme is Agored Cymru accredited (formerly OCN Wales).

Funky Dragon is seeking to offer this accredited training to young people who are not currently in education, employment or training (NEET). It is Funky Dragon's intention to engage organisations that work directly with young people who are not currently in education, employment or training (NEET); to train practitioners from these organisations in order to deliver Funky Dragon's 'Active Citizenship' programme; so that they will train young people that they directly work with from 'Convergence' Local Authorities in Wales. It is intended that each successful organisation will be assigned a member of Funky Dragon staff, as a main point of contact and support.

Convergence areas are: Anglesey, Conwy, Denbighshire, Gwynedd, Ceredigion, Carmarthenshire, Pembrokeshire, Swansea, Neath Port Talbot, Bridgend, Rhondda Cynon Taff, Merthyr Tydfil, Blaenau Gwent, Caerphilly, Torfaen.

Specification:

To deliver the '*Funky Dragon Active Citizenship*' training programme to 20- 25 **young people who are NEET:**

- Staff participation in one day training is compulsory (28th March 2012, mid Wales venue to be confirmed). Staff required to attend will be:
 - i) contract manager
 - ii) delivery staff
- The programme delivered must be the *Funky Dragon Active Citizenship* programme, with materials provided by Funky Dragon.
- The course should be delivered and evidenced as specified during training, and any amendments must be checked with Funky Dragon prior to delivery.
- There must be between 20 and 25 young people engaged by each successful organisation (with a minimum of 20 young people completing Agored Cymru accreditation).
- All young people must be 16-18 years old and not currently in education, employment or training.
- The young people must live in one of the 15 Convergence local authorities (listed above).
- It is a requirement of ESF funding that projects make every attempt to 'track' participants beyond the life of the project to monitor outcomes (e.g. entering further learning or employment).
- The budget must be spent by 30th September 2012 and a breakdown of all expenditure with evidence must be submitted to Funky Dragon (as made clear during training).
- The contracts will run from 5th March 2012 until 30th September 2012. Actual delivery should begin no later than 7th May 2012, and all delivery should be concluded by 14th September 2012.
- **If organisations are unable to meet the specified targets and requirements, this may affect the amount of money payable to the organisation; and may mean young people are ineligible for accreditation.**

Other Requirements:

- Any organisations that apply must be registered on the sell2wales website (www.sell2wales.co.uk)
- Data Collection: This needs to be in accordance with Funky Dragon and ESF requirements – all monitoring and evaluation materials will be provided by Funky Dragon for keeping records throughout the project e.g. young people's contact details, activity log, project results, soft skills development. It is a condition of this funding that these are completed and returned in full to Funky Dragon for our records. (This will form part of the training event). Failure to satisfactorily complete all necessary data collection may result in withholding of payment.
- ESF and Funky Dragon's logos need to be on all documentation and publicity relating to the project (Funky Dragon will provide these).
- Child safeguarding: All staff working on the project must be CRB checked, and organisations must demonstrate their commitment to child safeguarding and agree to follow Funky Dragon's 'partnership agreement'. (This will form part of the training event).

- Training and education are VAT free under HMRC guidelines, however if you are an ineligible body you must include the VAT within the amounts stated below. It is not possible to pay VAT in addition to the contract amount.
- A letter confirming your VAT status will also need to be provided with a copy of your application. This letter needs to be signed by your head of finance detailing what the VAT status is on the project.

Funding Available: Up to £4,500 per contract In addition there is a maximum of £1,500 available per contract to cover eligible costs (e.g. venue hire).

It is preferable that each contract is awarded to a different organisation. However, applications for more than one contract from a single organisation, may be considered if appropriate.

***NB – All resources and materials will be provided by Funky Dragon, therefore it is anticipated that the vast majority of costs will be related to staff time spent on the project ***

Please provide the following information:

- Background information about your organisation.
- Details about how this project fits with the wider aims of your organisation, and how you envisage this work contributing to the development of the young people involved.
- Detailed plans of how you intend to deliver this work (including delivery timescales for each group of young people engaged, number of young people per group, delivery venues and times, etc).
- Job descriptions for all staff involved with this project and specify their role within it.
- How you intend to 'recruit' young people, or how you may have already identified a group to work with.
- How you intend to 'track' the progress of young people beyond the length of this Funky Dragon project.
- Your Child safeguarding policies and procedures

Quotes to be received by: 12 noon 20th February 2012.

Decisions: 5pm 2nd March 2012.

Interested parties are invited to attend an 'open day' at either the Wrexham or Swansea Funky Dragon office on Monday 6th February 2012, between 1.30pm and 3.30pm. There is no obligation to attend; however it will give an opportunity to ask questions and find out more.

Funding provided by Welsh European Funding Office (WEFO). This project is funded by the Reach the Heights, a European Social Fund project.

Applications to be sent to:

Rachel Penman

Deputy Chief Executive

Funky Dragon

22 Lord Street

Wrexham

LL11 1LR

Tel: 01978 262370

e-mail: Rachel@funkydragon.org

www.funkydragon.org