



Don't Hate, Educate Campaign Information

Last year Ali Drabu, one of Manchester's Members of Youth Parliament submitted the 'Don't Hate, Educate' motion to be included in the annual Make Your Mark Ballot.

969,992 young people, from all over the country took part in the ballot, voting for the issues that UK Youth Parliament could focus on for the year ahead.

'Don't Hate, Educate' was voted as one of the top five issues selected by young people who took part and cast their vote.

For more information on the UK Youth Parliament and the Make Your Mark campaign please visit www.ukyouthparliament.org.uk.

Manchester Youth Council (MYC) would like young people in Manchester to make a significant contribution to the success of this national campaign and share our ideas with the UK

We are asking that each project funded should reach a minimum of 50 young people aged 11-25

The "Don't Hate, Educate Campaign" will challenge negative attitudes around race and religion; work with others to educate their communities in order to tackle ignorance around race and religion ; and promote diversity in their communities reduce racism and religious discrimination in their communities

We have 10 funding pots of £150 available for groups/organisations/school/college councils to run their own Don't Hate Educate Campaign across the city.

Members of MYC HIVE will screen and shortlist all of the applications and decide which groups/ organisations are awarded the funding.

Manchester Youth Council will also host a celebration evening once the campaign has been carried out to share the work done by individual groups and thank all those involved for their contribution.



**We want young people to challenge racism and discrimination
in a positive and creative way**

**Feel free to create a resource or activity that can be shared with
other young people and have a lasting impact on young people in
Manchester**

**Create an activity, session, film, pack, project, work shop, or hold
an event to engage young people and wider communities**

**Help Manchester to tackle
negativity around race and religion and culture
Feel free to use social media and online resources to spread the
message**

For further information on Manchester Youth Council go to:

**www.manchesteryouthcouncil.co.uk
www.facebook.com/ManchesterYouthCouncil**

Email:

**Joanne.aungier@manchester.gov.uk
Kerri.duncan@manchester.gov.uk**

Tel: 0161 234 1799



What you need to do to apply

Complete every section, include writing no applicable is some areas where appropriate.

Submit your application by the deadline of 31st July

Send your application form to:

Manchester Youth Council Grants Application
Room 137
Manchester Town Hall
Manchester
M5 2DB

What happens after you have applied?

When you have applied and submitted this application form, it will be assessed by Manchester Youth Council. If we need more information from you before decision can be made, we will contact you

Applications close Weds 31st July

We will contact you by Thursday 11th August to let you know the outcome

All funded activities must be completed before 10th October

All feedback, evaluation forms and work should be completed by 21st October

(This can include, photographs, reports, films, newspaper articles, resources to share etc)

Everyone who takes part will be invited to a celebration event to share their work (date TBC)

For help and support please contact Kerri Duncan or Joanne Aungier on 0161 234 1799

Good luck with your application!



**MANCHESTER CITY COUNCIL
MANCHESTER YOUTH COUNCIL
DON'T HATE EDUCATE
MICRO GRANT APPLICATION FORM**

Contents

Section 1	About you
Section 2	About your project
Section 3	Your project costs
Section 4	Declaration



Section 1: About you

Name and address of organisation including postcode		
Organisation's website and / or social media addresses (if applicable)		
Charity or other registration numbers(if applicable)		
Main contact person	Name	
	Role	
	Contact address (if different to organisation address)	
	Telephone number	
	Email address	
Second contact person	Name	
	Telephone number	
	Email address	
What are the aims and activities of your group?	Aim	Activity
When was your group formed?		
How many members are in your group?		



Section 2: About your project

What are you applying for funding for? Tell us all about your proposed funded activity, why it's needed and how it's going to make a difference.

2.1 Tell us about your proposed activities. (200 words maximum)

2.2 Your proposed activity/event - what do you plan to do, who with and how. Include your main activities. Be as specific as possible and include numbers where appropriate.

Tell us how your activity/event will focus on challenging negative attitudes around race religions, cultures and promote diversity (200 words max)

What are the aims of your activity/event/ resource? (Choose more than one aim listed below if appropriate.)

To challenge negative attitudes around race and religious discrimination

To promote diversity in your community

Work with others to educate their communities in order to tackle ignorance around race, religion and discrimination

To encourage reporting of hate crime

To promote diversity in your community

Which target area(s) will your event focus on? (Choose more than one area listed below if appropriate.)

Disability Religion or belief Race Sexual orientation

Subculture Trans and gender reassignment

Your proposed activity/event (200 words max)



2.3 Tell us who will benefit from your activity and how people will be involved. (200 words maximum)

Which individuals and / or communities are being engaged, and involved. Young people might receive a service, and they might also be involved in setting the activity up and running it; let us know who will be doing what and which parts of Manchester they come from. Tell us who your audience will be, e.g. local residents, young people, disabled people, people from a particular minority ethnic group

2.4 Explain when and where and time your event or activity will take place, please include the postcode (Activity must take place in Manchester)

These details will be used to promote your events on MYC social media. Please state if your event is invitation only or a closed event.
(100 words maximum)

If you are holding an event, please tell us how you intend to promote it. (social media, flyers etc)

Do you agree to promote the Don't Hate Educate Campaign via social media, where possible, and forward us any relevant links, photographs, that can be used for promotional purposes.

Yes

No

If you are applying for funding to work with children, or vulnerable adults, you will need a Safeguarding Policy. Does your application involve working with children or vulnerable adults? Y / N

Do you have a Safeguarding Policy? Y / N

If your application is successful, we will need to see a copy of this policy, read the guidance for more information.

Section 3: Your project costs

Expenditure (please itemise)	Amount
	£
	£
	£
	£
	£
	£
	£
	£
	£
	£
	£
	£
Total cost (inc VAT)	£
Amount applied for	£
If the cost of your activity is more than you have applied for, have you secured the rest of the funding you need?	Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes to the above, please indicate the amount you have secured	£

Do you have a bank account?

Do you have a bank account in the name of your group? (required)

Yes No

Bank details

If you are offered a grant, you will be sent an Acceptance of Conditions of Funding Form. On this form you will be asked to provide bank account details of your organisation.

Referee organisation

If you have not yet set up a bank account, you can nominate a local community organisation to accept a grant payment. If you use another organisation in this way, they must be prepared to provide information on how the grant is spent. If you do not have a bank account, you will need to provide the bank details of your referee organisation.

Please complete the section below.

Declaration: On behalf of the group submitting this application we confirm that the information contained in this form is accurate. We also certify that any grant received will only be used for the purpose described in this application. (required)

Signed

Print name

Date

I confirm our organisation has agreed to accept a grant on behalf of the applicant group and we will provide financial details for a monitoring report after the project has taken place. I confirm our organisation will not benefit from a grant made as a result of this application.

Signed

Print name

Date

We agree to make this declaration.

We do not agree to make this declaration

If you do not agree to this declaration, please tell us why

Section 4: Declaration

I declare that the information given on this application form is accurate to the best of my knowledge and that I am authorised to submit this application.

I understand that I must notify Manchester City Council of any significant changes to the application and that misleading information can invalidate this application.

Manchester City Council is listed as a public authority under the Freedom of Information Act 2000. By law, we may have to provide your application documents and information about our assessment to any member of the public who asks for them under the Freedom of Information Act 2000.

This application form contains information that is personal data for the purposes of the Data Protection Act 1998. The Council's Data Protection policy is available from the website at http://www.manchester.gov.uk/downloads/file/8753/councils_data_protection_policy. The personal data that you have provided will be used by the Council for the purpose of processing your application and will not be disclosed to any other organisation for any other purpose other than in relation to cases of suspected fraud or where there is a statutory requirement for disclosure.

Signatory

This must be the main contact named above.

I understand you may contact me during assessment and I confirm I am authorised by the organisation for this purpose and that you may rely on any further information supplied by me.

Title (Mr, Mrs, Ms, Miss)

Forename/s

Last name

Signature

Date

Sponsor Organisation signature

If you are using a sponsor organisation (see guidance notes), ask them to sign here.

Name and role

Signature

Organisation

Date

Before sending us this form please check

You have answered every question	<input type="checkbox"/>
You have signed and dated the form	<input type="checkbox"/>

Please note:

Closing date for applications 31.6.16
All successful applications will be notified on 11.8.16
All funded work must be completed by 10.10.16



Don't Hate Educate - Micro Grant Application Form Guidance

We realise completing an application form takes time and effort. This guidance is intended to help you fill in the application form as easily as possible.

We recommend you get someone to check over your application form before you send it to us, to make sure you have answered all the questions and that your answers are clear.

If any part of this guidance is incorrect or incomplete please let us know by email to

General Guidance

Answer all the questions on the application form.

Some questions have a word count. Where these are part of a scored section you will be assessed on the quality of what you write not on the quantity. However, answers that are short (less than half the word count) are unlikely to contain sufficient information to score highly.

We will not read any words in excess of the word count. You can use bullet points and lists and you do not need to write in whole sentences as long as the meaning is clear.

Don't attach further information to the application form, unless we ask you to.

Activities

It is up to you to decide whether you describe in this application, a larger set of activities of which you are already undertaking and/or the activities you wish to undertake with this funding so long as they are relevant to the 'Don't Hate, Educate' campaign.

In all cases you will have to be able to account for any money you receive from us and be able to tell us what you have achieved with the grant we make to you.

Detailed Guidance Notes

We have only supplied guidance for questions which we consider need clarification.

Can I Apply

You do not have to be a formal group with a constitution to apply for this funding. If your group's application is successful and you want to have the payment made directly to your group, we will only be able to do this if the payment goes straight into your group's bank account. The account must be a group account with more than one signatory and not an individual's account.

If your group has no bank account, we can still award you a grant but you will need to find a local community group or organisation ('referee' organisation) that can hold the money on your group's behalf e.g. housing association, community association, charity. You should find this organisation before you apply as you will need them to sign the form before you submit it.

Section 2 About Your Project

2.1 Tell us about your proposed activities

Describe the activities clearly and how many people you expect to be involved in each of the activities.

2.2 Who will benefit from your activities and how will they be involved in developing and running them?

Be as specific as you can about who will directly benefit from the activities giving numbers where possible, names of organisations and types of community.

If your activities mainly work with people in specific wards within Manchester include the names of these wards.

Tell us if your activities are with specific groups of people such as:

- Older people (over 50)
- Youth
- Children
- Disabled people
- Black and Minority Ethnic people
- Women
- Religious groups
- Lesbian, gay and / or bisexual people
- Trans people
- Women who are pregnant or with children younger than 2yrs.
- Carers

We want to know how people who benefit from the activities will be involved in running and developing them. There are lots of ways of doing this including: user consultation groups; volunteering; being involved in a management committee; consultation days. We are looking for ways that fit clearly with your activities.

If you are applying for funding to work with children, or vulnerable adults, you will need a Safeguarding Policy. Advice can be found on the Manchester Safeguarding Children Board website. <http://www.manchesterscb.org.uk/prof-procedures.asp>

For all grants you will need to report on numbers of beneficiaries, numbers of volunteers and numbers of events/sessions. Check the prospectus for any other requirements, including equality monitoring.

Section 3 Your project costs

Tell us exactly how you will spend the grant you are asking for. Break down costs into small groups on each line e.g. refreshments £50, room hire £50, resources £50 = £150 etc.

Please note the maximum you can apply for through the Manchester Youth Council 'Don't Hate, Educate' campaign funding is £150 and you cannot pay for a venue or any staff wages out of this funding.

Section 4 Declaration

The main contact for the project needs to sign and date the form. If you are using a referee organisation they must also sign here.