

Support Services – Governance (500 Words)

 Detail your **proven track record in providing governance support** to local voluntary youth organisations in the last three years

Mark	DESCRIPTION	SCORE
Excellent	<p>Response provides Evidence of experience of:</p> <ul style="list-style-type: none"> Established mechanisms through digital and hard copies of providing clear and concise communication on good governance, funding opportunities and changes in policy that impacts practice Supporting organisations to access funding from the EA Youth Service and other funding external of EA Youth Service. For example but not limited to annual applications for Generic Non-Targeted funding, TBUC Camps Programme, Planned Intervention Programme or Local Project, Local Area based and Lottery Funding etc when made available Providing direct support to designated local voluntary youth organisations to have and maintain good governance to operate as a local voluntary youth organisation. Providing membership services based on the needs identified by your designated local voluntary youth organisations, within the scope of youth policy and the youth work curriculum Providing funding reporting on time and accurately to the Education Authority for previous funding your organisation has been in receipt of 	100
Good	<p>Response provides Evidence of:</p> <ul style="list-style-type: none"> Examples of providing clear and concise communication on opportunities and changes in policy that impacts practice Supporting organisations to access funding from the EA Youth Service. For example Generic Non-Targeted funding annually or Local Project and Local Area based when made available Provide guidance and signposting to other support services to ensure that the designated local voluntary youth organisations have and maintain good governance to operate as a local voluntary youth organisation. Providing membership services based on the needs identified by your designated local voluntary youth organisations, within the scope of youth policy and the youth work curriculum Providing funding reporting on time and accurately to the Education Authority for previous funding your organisation has been in receipt of 	50
Meets Requirements	<p>Response provides Evidence of:</p> <ul style="list-style-type: none"> Examples of communication to designated youth organisations Providing signposting to other support services to ensure that the designated local voluntary youth organisations have and maintain good governance to operate as a local voluntary youth organisation. Providing membership services based on the needs identified by your designated local voluntary youth organisations Provide funding reporting on time to the Education Authority for previous funding your organisation has been in receipt of 	25
Failed to Address	<p>The applicant organisation does not provide enough evidence to demonstrate the have a proven track record in one or more of the areas within the assessment criteria of “meets requirements” in this area of support.</p>	0

Applicants Require a minimum of 25 marks for their application to be considered

Support Services – Youth Work Curriculum (500 Words)

 Detail your **proven track record in providing youth work curriculum support** to local voluntary youth organisations in the last three years

Mark	DESCRIPTION	SCORE
Excellent	<p>Response provides Evidence of:</p> <ul style="list-style-type: none"> • Providing support <u>directly</u> to designated local voluntary youth organisations on curriculum, including guidance, signposting and resources based on the needs of children and young people. Direct support must include resources to for: <i>Quality assurance, Measurement and reporting on youth work outcomes and engagement framework, preventative curriculum to support safeguarding, and resources to support Organisational Governance</i> • Providing support which tailored to for both paid and volunteer youth work staff within the designated local voluntary youth organisations • Systems in place to ensure volunteers as well as paid staff have access to curriculum support and resources • Carrying out curriculum needs assessment with designated local voluntary youth organisations • Leading on the planning and implementation of the curriculum development based on the needs identified by the designated voluntary youth organisations you support, which is in line with youth work policy, the youth work curriculum and the Education Authority Regional Youth Development Plan • Maintaining records of curriculum resources developed and curriculum support provided to designated local voluntary youth organisations 	200
Good	<p>Response provides Evidence of:</p> <ul style="list-style-type: none"> • Providing curriculum support, guidance, signposting and resources to your designated local youth organisations, based on the needs of children and young people, which must include resources to support: <i>Quality assurance, Measurement and reporting on youth work outcomes and engagement framework, and preventative curriculum resources to support safeguarding</i> • Providing support which tailored to for paid and volunteer youth work staff within the designated local voluntary youth organisations • Carrying out curriculum needs assessment with designated local voluntary youth organisations • Leading on the planning and implementation of the curriculum development based on the needs identified by the designated local voluntary youth organisations you support, which is in line with youth work policy, the youth work curriculum and the Education Authority Regional Youth Development Plan 	150
Meets Requirements	<p>Response provides Evidence of:</p> <ul style="list-style-type: none"> • Providing curriculum signposting to resources to your designated local youth organisations, based on the needs of children and young people, which must include resources to support: <i>Quality assurance, Measurement and reporting on youth work outcomes and engagement framework, and preventative curriculum resources to support safeguarding</i> • Carrying out curriculum needs assessment with designated local voluntary youth organisations • Leading on the planning and implementation of the curriculum development based on the needs identified by the designated local voluntary youth organisations you support 	50
Failed to Address	<p>The applicant organisation does not provide enough evidence to demonstrate the have a proven track record in one or more of the areas within the assessment criteria of “meets requirements” in this area of support.</p>	0

Applicants Require a minimum of 50 marks for their application to be considered

Support Services – Workforce Development (500 Words)

Detail your **proven track record in providing workforce development support** to local voluntary youth organisations in the last three years.

Mark	DESCRIPTION	SCORE
Excellent	<p>Response provides Evidence of:</p> <ul style="list-style-type: none"> • Providing support <u>directly</u> to designated local voluntary youth organisations for workforce development, including also guidance and signposting to your designated local voluntary organisations based on the needs of children and young people. Direct support must include direct training options in: <i>Quality assurance, Measurement and reporting on youth work outcomes and engagement framework, Safeguarding and child protection in line with DE Policy, and Good Organisational Governance</i> • Providing support to youth work volunteers within your designated local voluntary youth organisations line with the Education Authority Volunteer Strategy 2023-2029 • Providing support which is tailored to for both paid and volunteer youth work staff within the designated local voluntary youth organisations • Systems in place to ensure volunteers as well as paid staff have access to workforce development • Carrying out workforce development needs assessment with designated local voluntary youth organisations and leading on the planning and implementation of workforce development based on the needs of your designated local voluntary youth organisations you support, which is in line with youth work policy, the youth work curriculum and the Education Authority Regional Youth Development Plan • Maintaining records of workforce development support provided to designated local voluntary youth organisations 	200
Good	<p>Response provides Evidence of:</p> <ul style="list-style-type: none"> • Providing workforce development guidance and signposting to your designated local voluntary organisations based on the needs of children and young people • Providing training in <i>Quality assurance, Measurement and reporting on youth work outcomes and engagement framework and Safeguarding and child protection in line with DE Policy</i> • Providing support to youth work volunteers within your designated local voluntary youth organisations line with the Education Authority Volunteer Strategy 2023-2029 • Systems in place to ensure volunteers as well as paid staff have access to workforce development • Carrying out workforce development needs assessment with designated local voluntary youth organisations • Planning and implementation of workforce development based on the needs of your designated local voluntary youth organisations you support • Maintaining records of workforce development support 	150
Meets Requirements	<p>Response provides Evidence of:</p> <ul style="list-style-type: none"> • Providing workforce development guidance and signposting to your designated local voluntary organisations based on the needs of children and young people • Providing training in <i>Quality assurance, Measurement and reporting on youth work outcomes and engagement framework and Safeguarding and child protection in line with DE Policy</i> • Knowledge and awareness of the Education Authority Volunteer Strategy • Contributing to the planning and implementation of workforce development based on the needs of your designated local voluntary youth organisations you support 	50
Failed to Address	<p>The applicant organisation does not provide enough evidence to demonstrate the have a proven track record in one or more of the areas within the assessment criteria of “meets requirements” in this area of support.</p>	0

Applicants Require a minimum of 50 marks for their application to be considered

Support Services – Safeguarding and Child Protection (500 Words)

Detail your **proven track record in providing safeguarding and child protection support** to local voluntary youth organisations in the last three years

Mark	DESCRIPTION	SCORE
Excellent	<p>Response provides Evidence of:</p> <ul style="list-style-type: none"> • Providing <u>directly</u> Access NI services to designated local voluntary youth organisations • Providing <u>directly</u> support to designated local voluntary youth organisations on the development and review of child protection and safeguarding policies and procedures • Providing directly training based on the Department of Education Circular and Guidance (including any subsequent changes made by the Department) for Safeguarding which must include: <i>Safeguarding Awareness Training (or equivalent for your organisation, but compliant with DE Policy), Designated Youth Worker Training (or equivalent for your organisation, but compliant with DE Policy), and Advisor/Manager/Committee Member Training (or equivalent for your organisation, but compliant with DE Policy)</i> for paid staff and volunteers who require it, including refresher training in line with policy requirements • Promotion of preventative curriculum programmes in support of reducing the harms and risks to children and young people • Maintaining records of safeguarding and child protection training provided 	200
Good	<p>Response provides Evidence of:</p> <ul style="list-style-type: none"> • Signposting and supporting designated local voluntary youth organisations to third party Access NI services • Providing support to designated local voluntary youth organisations on the development and review of child protection and safeguarding policies • Providing directly training based on the Department of Education Circular and Guidance (including any subsequent changes made by the Department) for Safeguarding which must include: <i>Safeguarding Awareness Training (or equivalent for your organisation, but compliant with DE Policy), Designated Youth Worker Training (or equivalent for your organisation, but compliant with DE Policy), and Advisor/Manager/Committee Member Training (or equivalent for your organisation, but compliant with DE Policy)</i> for paid staff and volunteers who require it, including refresher training in line with policy requirements • Promotion of preventative curriculum programmes in support of reducing the harms and risks to children and young people • Maintaining records of safeguarding and child protection training provided 	150
Meets Requirements	<p>Response provides Evidence of:</p> <ul style="list-style-type: none"> • Signposting designated local voluntary youth organisation to third party Access NI services • Signposting support to designated local voluntary youth organisations on the development and review of child protection and safeguarding policies • Providing through third parties training based on the Department of Education Circular and Guidance (including any subsequent changes made by the Department) for Safeguarding which must include: <i>Safeguarding Awareness Training (or equivalent for your organisation, but compliant with DE Policy), and Designated Youth Worker Training (or equivalent for your organisation, but compliant with DE Policy)</i>, for paid staff and volunteers who require it, including refresher training in line with policy requirements • Maintaining records of safeguarding and child protection training provided 	50
Failed to Address	<p>The applicant organisation does not provide enough evidence to demonstrate the have a proven track record in one or more of the areas within the assessment criteria of “meets requirements” in this area of support.</p>	0

Applicants Require a minimum of 50 marks for their application to be considered

Support Services – Youth Work Outcomes (500 Words)

Detail your **proven track record in providing support to measure, record and report on youth work outcomes** to local voluntary youth organisations in the last three years

Mark	DESCRIPTION	SCORE
Excellent	<p>Response provides Evidence of:</p> <ul style="list-style-type: none"> • Providing <u>directly</u> support to designated local voluntary youth organisations on their reporting requirements for funding received from the Education Authority to effectively and accurately report on: <ul style="list-style-type: none"> • Youth Work Outcomes • Engagement Framework • <i>Quarterly Reporting Returns (Where applicable)</i> • <i>Annual Reporting Returns</i> • Providing <u>directly</u> support to designated local voluntary youth organisations to confidently and accurately record and measure the progress of children and young people against the: <ul style="list-style-type: none"> • Youth Work Outcomes • Engagement Framework • Developing and maintaining resources to support designated local voluntary youth organisations to effectively report on funded youth work delivery • Providing a programme of support at key times of year linked to designated members needs to report, such as annual report or quarterly reporting periods 	100
Good	<p>Response provides Evidence of:</p> <ul style="list-style-type: none"> • Signposting support to designated local voluntary youth organisations on their reporting requirements for funding received from the Education Authority to effectively and accurately report on: <ul style="list-style-type: none"> • Youth Work Outcomes • Engagement Framework • <i>Annual Reporting Returns</i> • Providing support to designated local voluntary youth organisations to confidently and accurately record and measure the progress of children and young people against the: <ul style="list-style-type: none"> • Youth Work Outcomes • Engagement Framework • Providing a programme of support at key times of year linked to designated members needs to report 	50
Meets Requirements	<p>Response provides Evidence of:</p> <ul style="list-style-type: none"> • Providing guidance to designated local voluntary youth organisations on their reporting requirements for funding received from the Education Authority to effectively and accurately report on: <ul style="list-style-type: none"> • Youth Work Outcomes • Engagement Framework • Providing guidance to designated local voluntary youth organisations to confidently and accurately record and measure the progress of children and young people against the: <ul style="list-style-type: none"> • Youth Work Outcomes • Engagement Framework 	25
Failed to Address	<p>The applicant organisation does not provide enough evidence to demonstrate the have a proven track record in one or more of the areas within the assessment criteria of “meets requirements” in this area of support.</p>	0

Applicants Require a minimum of 20 marks for their application to be considered

Quality Assurance (500 Words)

 Detail your **proven track record in providing support to quality assure the delivery of youth work and support continuous improvement** with local voluntary youth organisations in the last three years

Mark	DESCRIPTION	SCORE
Excellent	Response provides Evidence of: <ul style="list-style-type: none"> • Providing quality assurance support <u>directly</u> to ensure the organisation takes effective steps to bring about improvement within designated local voluntary youth organisations in the areas of: <ul style="list-style-type: none"> • <i>Reporting on Youth Work Outcomes and Engagement Framework</i> • <i>Good Organisational Governance</i> • <i>Safeguarding and Child Protection</i> • <i>Delivery of Quality Youth Work in line with the needs of children and young people</i> • Facilitate and <u>directly</u> support improvement plans <u>for and with</u> designated local voluntary youth organisations • Monitor and report the improvement plans with designated local voluntary youth organisations 	100
Good	Response provides Evidence of: <ul style="list-style-type: none"> • Signposting quality assurance support to ensure the organisation takes effective steps to bring about improvement within designated local voluntary youth organisations in the areas of: <ul style="list-style-type: none"> • <i>Reporting on Youth Work Outcomes and Engagement Framework</i> • <i>Good Organisational Governance</i> • <i>Safeguarding and Child Protection</i> • <i>Delivery of Quality Youth Work in line with the needs of children and young people</i> • Provide guidance and support with designated local voluntary youth organisations improvement plans • Monitor the improvement plans with designated local voluntary youth organisations 	50
Meets Requirements	Response provides Evidence of: <ul style="list-style-type: none"> • Providing quality assurance guidance for designated local voluntary youth organisations in the areas of: <ul style="list-style-type: none"> • <i>Reporting on Youth Work Outcomes and Engagement Framework</i> • <i>Good Organisational Governance</i> • <i>Safeguarding and Child Protection</i> • <i>Delivery of Quality Youth Work in line with the needs of children and young people</i> • Provide guidance for designated local voluntary youth organisations improvement plans 	25
Failed to Address	The applicant organisation does not provide enough evidence to demonstrate the have a proven track record in one or more of the areas within the assessment criteria of “meets requirements” in this area of support.	0

Applicants Require a minimum of 25 marks for their application to be considered

Support Services – Representation & Collaboration (500 Words)

 Detail your **proven track record in providing representation and collaboration** in the interests of local voluntary youth organisation **through established Education Authority forums** in the last three years

Please note responses that reference other non-EA forums will not be considered as part of this assessment criteria.

Mark	DESCRIPTION	SCORE
Excellent	Response provides Evidence of: <ul style="list-style-type: none"> Listening to the voices of staff, volunteers and young people in person and through only methods within your designated local voluntary Youth Organisations to assess their current and future strategic needs Communication with members to improve services, quality and understanding of delivery, including communication on behalf of the Education Authority Promoting, encouraging and supporting your designated local voluntary member organisations to engage the EA assessment of need process of children and young people to inform the Education Authority planning and decision-making process Representing the voice of your designated local voluntary youth organisations needs at the request of the Education Authority on forums designated by the Education Authority Representing the curriculum, workforce and needs of children and young people on noted forums designated by the Education Authority 	100
Good	Response provides Evidence of: <ul style="list-style-type: none"> Mechanisms to capture the voices of staff, volunteers and young people within your designated local voluntary Youth Organisations to assess their current and future strategic needs Communication with members to improve services, quality and understanding of delivery, including communication on behalf of the Education Authority Promoting with your designated local voluntary member organisations to engage the EA assessment of need process of children and young people to inform the Education Authority planning and decision-making process Representing the voice of your designated local voluntary youth organisations needs at the request of the Education Authority on forums designated by the Education Authority 	50
Meets Requirements	Response provides Evidence of: <ul style="list-style-type: none"> Mechanisms to capture the voices of staff and volunteers within your designated local voluntary Youth Organisations Communication with members to improve delivery, including communication on behalf of the Education Authority Communicating to your designated local voluntary member organisations to engage the EA assessment of need process of children and young people to inform the Education Authority planning and decision-making process Representing your designated local voluntary youth organisation at the request of the Education Authority on forums designated by the Education Authority 	25
Failed to Address	The applicant organisation does not provide enough evidence to demonstrate the have a proven track record in one or more of the areas within the assessment criteria of “meets requirements” in this area of support.	0

Applicants Require a minimum of 25 marks for their application to be considered