

# **Youth Investment Fund (YIF)**

## Frequently Asked Questions

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## About the fund

### **Is this BBC Children in Need funding?**

No. BBC Children in Need has been selected to distribute phase 1 of this funding on behalf of the Department for Digital, Culture, Media and Sport (DCMS).

This programme is separate from BBC Children in Need funding programmes.

### **Why does the funding have to be spent by the 31 March 2022?**

As this is Department for Digital, Culture, Media and Sport funding, it must be spent within the 21/22 financial year.

### **Will I be able to use the BBC Children in Need logo if I am successful?**

No. As this is not BBC Children in Need funding, you will not be able to use the BBC Children in Need logo if your application is successful.

### **Will I be able to use the DCMS logo if I am successful?**

No. You will not be able to use the DCMS logo if your application is successful.

### **Can I get feedback if my application is turned down?**

If your application is declined we will provide feedback in your declination letter. We will not be able to provide more detailed feedback.

### **What can you tell me about YIF Phase Two**

Further phases of funding through the Youth Investment Fund will be announced in due course. For further information on the YIF programme, generally i.e. not applications, or if you have a proposal for YIF Phase Two please contact [yif@dcms.gov.uk](mailto:yif@dcms.gov.uk)

## Eligibility

### **Why is my area not included as a Left Behind Area?**

The eligible areas have been identified by DCMS and have been ranked by a combination of youth need and low provision.

The detailed methodology underpinning the selection of areas can be found in the link below:

[YIF selected places - Methodology](#)

### **How were the eligible areas chosen?**

The detailed methodology underpinning the selection of areas can be found in the link below:

[YIF selected places - Methodology](#)

**Please be aware that this funding is only relevant to specific [Left Behind Areas](#) in England. More guidance about whether this means your application is eligible is below.**

**My organisation is based in and delivering work in a listed Left Behind Area and works with children and young people from a listed Left Behind Area – am I eligible for this funding?**

**Yes**, as the organisation is delivering work in a Left Behind Area and the beneficiaries you are working with are from a Left Behind Area, you are eligible for this fund.

**My organisation is based in and delivering work in a listed Left Behind Area but benefits children and young people who are not from a listed Left Behind Area – am I eligible for this funding?**

**Yes**, as the work is being delivered in a Left Behind Area and the costs applied for are being used in that area, this is eligible for this fund.

**My organisation is not based in a listed Left Behind Area but the capital costs we are asking for would be used for delivering work in a listed Left Behind Area – am I eligible for this funding?**

**Yes**, as the organisation is delivering work in a Left Behind Area and the capital costs will be used to deliver work in a Left Behind Area, you are eligible for this fund. For example, an organisation with a base outside of the listed areas would be eligible to apply if the costs they are asking for are going to be used to deliver work in a Left Behind Area.

**My organisation is not based in a listed Left Behind Area and the project will not be delivered in a Left Behind Area but the children we are working with are from a listed Left Behind Area – am I eligible for this funding?**

**Yes**, if the children and young people you are working with are from a listed Left Behind Area, this is eligible for funding. You must be able to demonstrate on the application form where the majority of the children you are working with are from.

**My organisation is based in a listed Left Behind Area but delivers work outside of the areas listed and will be working with children who are not from a listed Left Behind Area – am I eligible for this funding?**

**No**, as the work being delivered is not in a Left Behind Area and the children you are delivering the work to will not be from a Left Behind Area, this is not eligible for funding.

**My organisation is not based in a listed Left Behind Area, will not be delivering work in a listed Left Behind Area and the children we are working with are not from a Left Behind Area – am I eligible for this funding?**

**No**, as the work being delivered is not in a Left Behind Area and the children you are delivering the work to will not be from a Left Behind Area, this is not eligible for funding.

**Why can unregistered voluntary organisations not apply?**

To allow us to thoroughly and quickly check that organisations are capable of delivering the project within a tight time frame we require that organisations can demonstrate strong governance and finance management. Registration with the appropriate body helps us identify this.

**What is an exempt charity?**

An exempt charity has charitable status and is required to comply with charity law, but unlike other charities it;

- cannot register with the Charity Commission (Commission)
- is not directly regulated by the Commission and instead has (or will have) a principal regulator

- may only be investigated by the Commission as part of a statutory inquiry at the request of its principal regulator

A charity is exempt if it is;

- included in Schedule 3 to the Charities Act 2011 (the Charities Act)
- a common investment fund or a common deposit fund which is only open to exempt charities, or
- made exempt by some other legislation

You can find out more here; <https://www.gov.uk/government/publications/exempt-charities-cc23/exempt-charities>

### **Can we apply as a partnership?**

Yes, we can fund applications from groups working in partnership. Given the compressed timescales, we would expect partnerships to be already established, with robust arrangements in place. A nominated organisation must be the lead organisation and make the application. Our usual rules will apply to that lead organisation.

The lead organisation will be accountable for:

- Managing the grant and reporting back.
- For project delivery.
- Ensuring that the project achieves its stated outcomes.
- Safeguarding

Applications from partnerships are subject to the same guidance as other applications with regard to the status of the applicant body.

### **Can we make multiple applications?**

We strongly encourage organisations to apply for multiple costs in one application. However, we recognise that there may be some instances where it is more appropriate to split an application (e.g. if you are working in many multiple locations). You are able to make more than one application, but we'd like you to think carefully about how to divide the work sensibly so that the application has a clear group of beneficiaries and makes a clear difference to the children and young people. So if one piece or group of equipment will be used together to benefit multiple wards we'd expect you to put in one application. If you were needing different equipment that was each going to benefit distinct areas then it may make more sense to apply separately. If you have any queries please contact [cin.yiffunding@bbc.co.uk](mailto:cin.yiffunding@bbc.co.uk)

### **Why is the funding only for small scale capital projects and not for large scale ones?**

As the funding needs to be spent by the 31 March 2022 it is unlikely that large scale capital projects would be completed in time.

### **Do I need to meet BBC Children in Needs Minimum Standards for Grant Making and the Due Diligence Requirements?**

No. This is not BBC Children in Need funding so you do not need to meet the BBC Children in Need Minimum Standards for Grant Making.

To be eligible to receive DCMS Youth Investment Funding you must meet the DCMS Youth Investment Fund [Due Diligence Requirements](#).

## Accessing the application

### **Are the guidelines and application forms available in alternative formats?**

If you have any special requirements relating to the grant application form and guidelines, please contact us by emailing [cin.yiffunding@bbc.co.uk](mailto:cin.yiffunding@bbc.co.uk) or by phone on 0330 1230132. Our help desk is open from 9am – 5pm Monday to Friday.

### **Can I send you a paper copy of my application form in the post?**

No, we can only accept applications online. This allows us to process the very high numbers of applications that we expect to get as quickly and efficiently as possible.

### **I am having some problems filling in the application form – can you help?**

If you are having technical problems with your application form, please contact us by emailing [cin.yiffunding@bbc.co.uk](mailto:cin.yiffunding@bbc.co.uk) or by phone on 0330 1230132. Our help desk is open from 9am – 5pm Monday to Friday.

### **How can I attach documents to my online application form?**

1. Save an electronic version of your documents to your computer somewhere you can easily find.
2. Choose the name of the relevant document in the drop-down box (e.g. governing document).
3. Click 'Browse' to look through the folders on your computer, and select the file from where it is saved
4. Once you select the file, click on 'OK'.
5. The file path (this is the name of the document and the folder it is kept in) will appear in the box below. Click 'Upload' and the document will start to attach.
6. When uploaded, the online form will list your document as an attachment at the bottom of the attachments page.
7. Repeat this for all the documents.
8. Click on 'SUBMIT'.

If you are having any technical problems with your application form, please contact us by emailing [cin.yiffunding@bbc.co.uk](mailto:cin.yiffunding@bbc.co.uk) or by phone on 0330 1230132. Our help desk is open from 9am – 5pm Monday to Friday.

### **I need support to complete the application. How can I get an accessible version of the form?**

We can support you to complete an application, please contact us by emailing [cin.yiffunding@bbc.co.uk](mailto:cin.yiffunding@bbc.co.uk) or by phone on 0330 1230132. Our help desk is open from 9am – 5pm Monday to Friday.

### **Your online application system won't let me submit my application form.**

You will only be able to submit your application form if you have answered all the questions and attached the documents we need.

Some of the questions have word limits. Others have specific instructions on how to answer (for example when you have to give number answers you should not use any punctuation). If you haven't followed these instructions red arrows will appear when you try to submit your application to show you where the problems are. Once you have addressed these problems click on the update button at the bottom of the screen and you should be able to submit your application.

If you are still having problems please contact us by emailing [cin.yiffunding@bbc.co.uk](mailto:cin.yiffunding@bbc.co.uk) or by phone on 0330 1230132. Our help desk is open from 9am – 5pm Monday to Friday.

### **I am trying to submit my application form but how do I make the red arrows disappear?**

To correct this problem you need to click on the 'update' button which should then clear the arrows. If you continue to have problems please contact us by emailing [cin.yiffunding@bbc.co.uk](mailto:cin.yiffunding@bbc.co.uk) or by phone on 0330 1230132. Our help desk is open from 9am – 5pm Monday to Friday.

### **Red text has appeared saying "this field can hold up to 255 characters" even though I have fewer than 250 words in my answer?**

This question counts characters rather than words. Each individual letter, space and item of punctuation will count towards your 255 character limit. Therefore you probably have too many letters in your answer. If you continue to have problems please contact us by emailing [cin.yiffunding@bbc.co.uk](mailto:cin.yiffunding@bbc.co.uk) or by phone on 0330 1230132. Our help desk is open from 9am – 5pm Monday to Friday.

### **Can you help us with our application?**

If you have any questions about your application you can contact us by emailing [cin.yiffunding@bbc.co.uk](mailto:cin.yiffunding@bbc.co.uk) or by phone on 0330 1230132. Our help desk is open from 9am – 5pm Monday to Friday.

We will do our best to answer any questions you may have but we are unable to help you write your application.

### **Can you check our application before we submit it?**

We can't check applications before they are submitted. Your local CVS or funding advice service may be able to help.

If you have any questions about your application you can contact us by emailing [cin.yiffunding@bbc.co.uk](mailto:cin.yiffunding@bbc.co.uk) or by phone on 0330 1230132. Our help desk is open from 9am – 5pm Monday to Friday.