

# NORFOLK CVVYS NEWS News-line ...

December 2007

the membership led support network  
Norfolk Council for Voluntary Youth Services



Christmas is nearly upon us, I should've known really having seen decorations for sale in the shops in August! Some of the nice bits about Christmas, the decorations in the High Street, Shops and the increasing number of highly decorated houses, certainly helps me to get into the Christmas spirit. There is always a down side with television programmes interrupted by endless adverts for must have gifts, toys and the inevitable Japanese electronic gadgets.

It is the same for you who work in the voluntary youth sector in Norfolk. For most of us Christmas is a happy time with lots of fun events, parties, etc forming the major part of your activities culminating in probably some time off for your staff to recharge batteries and enjoy the festivities with their families. However, for some of you this is the busiest time of the year, where your efforts are doubled in looking after those in real need.

I am sure that you too will find time for good cheer in your own way.

Don't forget that the New Year will come around very quickly and you need to put some time aside to plan your programme, probably until Easter, although from my experience most of you will have this well in hand and don't need reminding!

I am currently planning a series of networking meetings when I hope to be able to meet as many groups as possible, partly to share information which may be of use to your organisation and partly to hear from you about the successes or otherwise that your group experiences. I will of course be circulating information about dates and venues as soon as these plans have been finalised.

May I on behalf of the Board of Trustees and staff team of Jo, Julie & Shenaz in the office, wish you, your colleagues & the young people you work with a very merry Christmas and a happy and peaceful New Year.

Mike Tingley  
Development Worker



MERRY CHRISTMAS



Norfolk Council for Voluntary Youth Services  
Youth Work Development Unit  
School Lane  
Sprowston  
Norwich, Norfolk, NR7 8TR  
Tel: 01603 423995 Fax: 01603 416079  
e.mail: [info@norfolkcvvys.org.uk](mailto:info@norfolkcvvys.org.uk)  
website: [www.norfolkcvvys.org.uk](http://www.norfolkcvvys.org.uk)

November 2007

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Working in Partnership with the Norfolk County Council  
Children's Services

 **Norfolk** County Council



## Spring 2008 Saturday Morning Child Protection Training Sessions



T (01603) 228966  
F (01603) 223955

### Norfolk Local Safeguarding Children Board Safeguarding Children Programme

For Adults who work with Voluntary and Youth Groups

Date	Venue
Saturday 23 <sup>rd</sup> February	YWD Unit, School Lane, Sprowston
Saturday 23 <sup>rd</sup> February	The Howard Junior School, Parkway, Kings Lynn
Saturday 1 <sup>st</sup> March	Shrublands Youth & Community Centre, Gorleston
Saturday 1 <sup>st</sup> March	Queensway Community Junior School, Hillary Road, Thetford
Wednesday 5 <sup>th</sup> March	YWD Unit, School Lane, Sprowston <b>6-9pm</b>
Saturday 15 <sup>th</sup> March	The Howard Junior School, Parkway, Kings Lynn
Saturday 15 <sup>th</sup> March	YWD Unit, School Lane, Sprowston

Courses run from **9.30 until 1pm**, and all applicants must be over 18 years of age.

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When you join the LSCB Safeguarding Children Programme (£25.00 per group) you will receive:

- Training sessions free of charge for 2 adults who help in your club
- Safer Activities For Everyone (SAFE) comprehensive guidance pack
- Guidance for assessing risk
- A child protection policy
- Sound recruitment advice
- Advice & support to promote good practice

Together we can safeguard the welfare of the youngsters in your club and:

Once registered, you will have the option of annual membership and your club will receive a 6 monthly membership newsletter and the support of the programme co-ordinator to attain the LSCB standards. Your group will then be presented with an LSCB certificate to display.

Extra training places @ £15.00 per head

## **STAFF NEWS**

We welcome Julie Eldred to our staff team. She has taken over from Tracy who left us in the autumn. Julie has only been here a short while but has already established herself as a valued member of the staff team, and I know those of you who have contacted her have received a highly efficient service. Julie's responsibilities include dealing with our training programme and managing Norfolk CVYS's finances.

Norfolk CVYS has also recently received funding to employ a Children's Workforce Development Worker who will be responsible for the development of colleagues in the voluntary sector. Following interviews held recently we hope to be announcing details of the successful candidate in the very near future.

On a sad note, we will be saying goodbye to Jo, who has been with us only a short time but has made a tremendous impact on the work of Norfolk CVYS. We are sad to be losing her but thank her for all her hard work and wish her every success in the future.

## **TRAINING OPPORTUNITIES**

We are currently working on the training programme for the year 2008 – 2009 and would advise colleagues that this will probably be slightly different to the previous programme. We will still offer a full range of training courses and are undertaking a needs analysis during the coming weeks. This will enable us to ensure that your organisations needs continue to be met.

Training courses are becoming increasingly expensive and whilst we want to still provide as many opportunities free of charge, realistically this is unsustainable. We have sought advice from colleagues regarding a small charge for all training (we suggested £5.00) however the results of this survey were inconclusive. If you have any strong views either way, we would welcome them, please contact Mike Tingley (01603 423995 or [mike@norfolkcvys.org.uk](mailto:mike@norfolkcvys.org.uk) )

## **Norfolk CVYS Training Programme 2007 – 2008**

There is a wide range of Training courses available to our members and we would also like to remind you that should your organisation have specific training requirements that we can help with, please let our Training organiser, Julie Eldred, know as she is keeping a database of training needs. All courses are free except for Basic Food Hygiene where the examination / certificate fee has to be paid by the participant usually passed on to the organisation). Also a cost is involved with the assessment element of the Norfolk Youth Work Basic Training Scheme however some bursaries are available. Please contact Norfolk CVYS on **01603 423995** or e-mail [info@norfolkcvys.org.uk](mailto:info@norfolkcvys.org.uk) **for the attention of Julie Eldred.**



## **RESOURCES**

### **DIGITAL CAMERA**

We have a digital camera which is available for use by member organisations. This comes with all relevant leads.

### **DISPLAY BOARDS**

Two sets of display boards complete with spot lights are also available for use by members for market place and exhibition purposes.

### **LAPTOP COMPUTER AND PROJECTOR**

This is available to member organisations who may be considering undertaking a presentation using PowerPoint for example.

There is no charge for the use of any of our equipment but it comes to you in very good condition and we would expect it to be returned likewise. Any loss or damage to equipment borrowed is the responsibility of the organisation or person to whom it is loaned.

### **YOUTHKIT**

This is a detailed guide to help in the setting up and running of a Youth Project.

### **ACTIVITYKIT**

This kit is designed to give you a toolbox of activities to kick-start and develop your work with young people.

Both these 'tool kits' are available FREE OF CHARGE from the Norfolk CVYS office, tel: 01603 423995 or e.mail [info@norfolkcvys.org.uk](mailto:info@norfolkcvys.org.uk)

## **NORFOLK CVYS GRANT AID PROGRAMME**

We currently receive a steady flow of grant applications requesting large sums of funding and we would welcome more applications from groups for smaller sums. If your project / group is considering purchasing equipment or need a contribution towards funding a trip or visit then please apply for a grant using the application form available on our website [www.norfolkcvys.org.uk](http://www.norfolkcvys.org.uk) or from the Norfolk CVYS office, **Tel: 01603 423995**

## **Grantnet**



It is possible to access Grantnet through the NCC Library Service's Homepage. Grantnet is a database of 4,000 UK and EU sources of funding for voluntary and community groups.

The pathway is:-

[www.library.norfolk.gov.uk](http://www.library.norfolk.gov.uk)

from the homepage, look on the right hand side under 'See Also> click Netways> click on Find out more (at the bottom of the page) >, click on On-line subscriptions>, click on Grantnet.

## **Norfolk Youth Fund**

Norfolk has received £1.5million to fund projects and capital initiatives (e.g. building upgrades, re-decoration etc.). The money is being awarded through a grants process and applications will be considered by 'Boards' of young people in the 13 localities across the County. To date all localities are processing a good number of applications and many grants have been awarded.

Groups are receiving support to develop their projects, buy equipment to help run projects and indeed at least one group has secured funding to employ a worker. We should like to encourage as many young people to continue to apply for grants and your help in this process would be greatly appreciated.

## **FUNDING OPPORTUNITIES**

**The Sutton Trust** funds projects that provide educational opportunities for young people from non-privileged backgrounds. They will consider every project on an individual basis, but are particularly interested in innovative projects and pilot schemes that have the potential to benefit large numbers, and in new research. The Sutton Trust will fund projects across the UK, in any area where there is need, including rural. For more information please visit [www.suttontrust.com](http://www.suttontrust.com).

### **The Nationwide Foundation**

#### **How much for?**

- Small Grants Programme offers grants up to £5,000

#### **What for?**

- Promote the well being of young men, women and children whose lives have been affected by domestic violence.
- To improve the quality of life for families with a member in prison
- To provide young people who are or have been involved with the justices system with a rehabilitation programme designed to improve skills, confidence and support networks

### **Who can apply?/How to apply**

- Community/voluntary groups with an income under £500,000
- Registered charity
- Application forms only available from the website

### **Contact for help and information:**

The Nationwide Foundation  
Nationwide House, Pipers Way  
Swindon, SN38 2SN

Tel: (01793 65513)  
Email: [enquiries@nationwidefoundation.org.uk](mailto:enquiries@nationwidefoundation.org.uk)  
Website: [www.nationwidefoundation.org.uk](http://www.nationwidefoundation.org.uk)

### **Comic Relief – Young Carers Grants Programme**

The priority of the Programme is to provide direct support to young carers under the age of 21 who are hard to reach, or from under-represented communities such as ethnic minority or refugee communities.

The grants are distributed by The Princess Royal Trust for Carers on behalf of Comic Relief.

### **How much for?**

Up to £70,000 over 3 years

Revenue and capital costs can be funded but the capital costs can only be up to 10% of the total value of the application

### **What for?**

- Hard-to-reach young carers that could include:  
Groups that are hidden due to stigma attached to the condition of the person they are caring for; Young carers in isolated rural communities; Young carers who find it difficult to engage with services.
- The project must include the following aims:  
Identify and reduce the extent of inappropriate or harmful caring responsibilities taken on by children; Produce positive outcomes for the child/young person; Produce useful learning for other organisations considering similar work

### **Who can apply?/How to apply**

- Registered charities or registered charitable companies which work or seek to work with young carers
- The management committee must have at least 3 members, who are not members of the same family
- Partnership applications are welcome
- An expression of interest must be registered by 14<sup>th</sup> December 2007 and full applications must be submitted by 22<sup>nd</sup> February 2008
- Full details are on the website and it is important to refer to these before applying

### **Contact for help and information:**

Young Carers Grants Programme 2  
Princess Royal Trust for Carers  
142 Minorities  
London, EC3N 1LB

Tel: (020) 7709 1332  
Email: [grants@carers.org](mailto:grants@carers.org)  
Website: [www.carers.org](http://www.carers.org)

## **Comic Relief – UK Grants Programme**

Comic Relief awards grants to UK projects from the income raised on Red Nose Day

### **How much for?**

- Small grants up to £5,000 (Older People, Mental Health, Disadvantaged Communities only)
- Main grants over £5,000
- There is no official maximum size but those applying for £100,000 or more should contact Comic Relief to discuss the application before submitting it

### **What for?**

- **Young People** (main grants programme only)  
Young people with mental health problems, Young people with alcohol problems, Young people abused through prostitution and trafficking
- **Mental Health** (main grants programme and small grants programme)  
Main grants programme – independent advocacy services, campaigning for better services, social enterprises and community based projects;  
Small grants programme – user-led mental health projects – running or core costs, training for organisational development, financial management, or help with planning
- **Disadvantaged Communities** (small grants programme only)  
Local community groups in disadvantaged areas made up of and run by local people; Community enterprises including employment projects, food support schemes, credit unions, community furniture project; Running costs, equipment costs, activities supporting community involvement, training and helping members understand responsibilities

### **Who can apply?/How to apply**

- Small grants – For groups with a maximum turnover of £150,000 a year, and priority will be given to those with less than £50,000 a year
- Small grant applications accepted at any time
- Next deadline for main grants programme 29<sup>th</sup> February 2008 with further deadlines due to be announced
- Voluntary and community groups working with older people, particularly those which are run by older people, and/or which consult and involve the older people they work with as much as possible;
- Priority will be given to groups working with people aged 75 and over;
- Usually registered charities but also fund constituted groups with charitable objectives;
- All application forms and guidance notes can be downloaded from the internet, or be sent by post by sending an SAE to the address below

### **Contact for help and information:**

UK Grants Team  
Comic Relief  
5<sup>th</sup> Floor, 89 Albert Embankment  
London SE1 7TP

Tel: 020 7820 5555  
Fax: 020 7820 5500  
Minicom: 020 7820 5579  
Email: [ukgrants@comicroelief.org.uk](mailto:ukgrants@comicroelief.org.uk)

## **Norwich Third Sector Forum Small Grant Fund 2007/08**

This small grant scheme has been set up to provide grants of up to £1,000 to small community and voluntary groups working in Neighbourhood Renewal Areas in Norwich.

Groups which meet the criteria listed below are invited to apply for a grant to fund community activities and events in round one and equipment and training in round two.

The scheme is funded by the Norwich Neighbourhood Renewal Fund (NRF) and supported by the City of Norwich Partnership.

### **Who can apply**

The scheme is open to community and voluntary groups which:

- Are based in the wards Catton, Sewell, Mancroft, Thorpe Hamlet, Crome, Mile Cross, Bowthorpe or Wensum (the Norwich NRF wards)
- Do work that benefits people or communities in one or more of these wards
- Have a constitution (a written document stating how the group is to be run, and for what purposes)
- Have a bank account requiring at least 2 signatories for cheques and withdrawals
- Have an annual turnover of £60,000 or less

### **When to apply**

Round two, equipment and training by Friday 18 January 2008

### **Help**

For help contact Jan and Marion who are Development Workers for Norwich and Norfolk Voluntary Services. Jan and Marion can advise you about developing your group and talk with you about your project as well as advising and helping groups to complete the application form.

### **How to apply**

For an application form and guidance notes please contact:

Jan, telephone 01603 883826, Email [jan.edye@nvs.org.uk](mailto:jan.edye@nvs.org.uk)

Marion, telephone 01603 883841, Email [marion.wright@nvs.org.uk](mailto:marion.wright@nvs.org.uk)

Or write to:

Norwich Third Sector Forum Small Grant Fund  
Norwich & Norfolk Voluntary Services  
Charing Cross Centre  
17/19 St John Maddermarket  
Norwich  
NR2 1DN



## Norfolk Council for Voluntary Youth Services Board of Trustees

Richard Draper (**Chair**), The Benjamin Foundation 01692 407354  
Richard Butler, (**Treasurer**) Norfolk Scouts 01603 502246  
James Kearns BUILD, United Reform Church, Princes Street, Norwich, NR3 1AZ 01603 618029  
Terry Byrne Winterton Marine Cadets, 13 Winmer Avenue, Winterton on Sea, Gt. Yar. NR29 4BA 01493 393843  
Catherine Morrey, Girlguiding Norfolk, Eaton Vale. Church Lane, Eaton, Norwich, NR54 6NN 01603 502590  
Francesca Broom, Young Farmers Clubs, Easton College, Easton, Norwich, NR9 5DX 01603 748717  
Lorna Vyse, Victim Support Norfolk, 6 Taverner Sq. Silver Road, Norwich, NR3 4SY 01603 619376

### **Children's Services Representative**

Graham Hanson, Children's Services, County Hall, Norwich 01603 638099

## VACANCY

**Caister Youth & Community Centre**  
**Yarmouth Road, Caister on Sea, Great Yarmouth, Norfolk, NR30 5BS**  
**Telephone: 01493 720588**  
**Registered Charity No: 1093960**

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### **Volunteer Role Description**

**Role Title:** Treasurer

**Responsible to:** Centre Trustees/Chairperson

**Main purpose:** To manage, maintain & monitor the finances of the Centre

**Duties:**

- To record and monitor all transactions and keep accurate records of Centre income & expenditure
- To raise cheques as necessary and act as signatory on Centre cheques
- To bank all monies collected
- Maintain the two bank accounts
- Attend Centre committee meetings and report on Centre's financial position
- Prepare and agree budget with Centre trustees
- Prepare financial documentation for audit and Centre AGM
- To ensure compliance with relevant legislation
- To advise on the financial implications of the Centre's strategic and operational plans
- To advise on the fund-raising strategy of the Centre
- Attend committee meetings

**Estimated time commitment:** Approx. 2/3 hours a week + committee meetings (12x2hrs per year). Preparation of reports and budget 20+ hrs per year

**In addition:** If prepared to be a Trustee there will be further trustee meetings throughout the year plus a commitment to Trustee Training.

**Preferred skills:** Experience of financial control and budgeting, fundraising



# INTERNATIONAL

## Comenius – Youth of Tomorrow – EU Citizens

The municipality of Partille, western Sweden, who would like to co-operate within a Comenius project on Youth of tomorrow – EU-citizens. The schools in Partille municipality (primary as well as high school) are searching for other European educational institutions actively working on awareness raising activities concerning international/EU issues. They would like to create and develop educational methods on how to enhance the interest for working with these questions both for students and teachers.  
EU Lifelong Learning Programme - Comenius

### For more information contact:

Margareta Hogner  
Lexby unit of children and education  
margareta.hogner@partille.se  
+46 31 792 15 78, mobil: +46 709 93 14 81

## Projects Involving Young People

<u>Proposal</u>	The German Land, Brandenburg is interested in increasing contacts and understanding between itself and a UK region on the basis of specific projects agreed upon by young people both in the UK and the "Land Brandenburg". Some of the projects they are envisaging are personal contacts, exchange projects involving teachers as well as students, joint projects and seminars.
<u>Funding Source</u>	N/A
<u>Contact</u>	Jenny Carson, East of England Brussels Office Email: <a href="mailto:jennifer.carson@east-of-england.eu">jennifer.carson@east-of-england.eu</a>

### Cultural and the Structural Funds

EUCLID, the UK Cultural Contact point is organising a seminar on how the new Structural Funds can support arts and cultural projects.

For more information see [www.euclid.info](http://www.euclid.info) or email [info@euclid.info](mailto:info@euclid.info)



On the **27<sup>th</sup> of January** every year, the UK commemorates Holocaust Memorial Day. The day seeks to change the future by learning from and remembering the past. We encourage organisations to participate in Holocaust Memorial Day by introducing some of the facts in activities that they have with young people in order to remember the victims of the Holocaust and more recent genocides.

Films such as **Roberto Benigni's *La Vita e Bella (Life is Beautiful)*** and **Steven Spielberg's *Schindler's List*** can stimulate debate and assist with Holocaust education. Following the Holocaust the world pledged to prevent genocide, it has however failed to come to the aid of those who have since become victims of genocide, this is marked by the recent genocide in Rwanda, Srebrenica and Saddam Hussein's genocide of the Kurds, amongst others.

**Norfolk CVYS** is able to support member organizations interested in covering the subject with resource materials compiled by the Holocaust Memorial Day Trust.

For more information on Holocaust Memorial Day please refer to:

<http://www.hmd.org.uk/>

#### **Additional Free Resources**

For additional free web educational resources visit the **Yad VaShem** International School for Holocaust studies:

[http://www1.yadvashem.org/education/january\\_27/2007/english/index.html](http://www1.yadvashem.org/education/january_27/2007/english/index.html)

Please note that the Activity Kit contains a section on the **Roots of Racism**, you might find the activities there useful as an introduction to the theme here

## NORFOLK CVYS MEMBER ORGANISATIONS AS AT NOV 2007

901 Troop Marine Cadets – TS  
Fearless

About with Friends Project  
Acle Recreation Centre Youth  
Club  
All Styles Martial Arts Club  
Ashill Junior & Senior YC  
Asperger East Anglia  
Attleborough Youth Orchestra

Benjamin Foundation (The)  
Big City Club (The)  
Binham YC  
B. Council King's Lynn & W.  
Norfolk  
Breckland District Council  
Brisley Youth Club  
BUILD

Caister Youth & Community  
Centre  
Catton Boredom Busters  
Church on the Way YC  
Community Music East  
Community Action Norwich  
Connects & Co – City Church  
Corpusty & Saxthorpe YC  
Cranworth Youth Club

Diocesan Youth Service  
Dyspraxia Foundation W.  
Norfolk

E P Youth  
East Tuddenham Youth Club  
Eaton Vale Activity Centre  
Elysian Twirlers  
Exchange 2

Fleggburgh Youth Committee  
Filby Youth Club

Geldeston Model Club  
Girlguiding Anglia – Great  
Hautbois House  
Girlguiding Norfolk  
Girls Brigade Norfolk District  
Girls Friendly Society (GFS  
Platform)  
Great Yarmouth & Waveney  
CONTACT

Gissing Youth Club  
Gt. Dunham YC  
Gt. Ellingham Cricket Club

Hainford Rover Crew  
Hilgay Youth Drama Club  
Heathlands Youth Club  
Holt Youth Project  
Horning Youth Venture  
Horstead Centre (The)

Leapfrog Project/Benjamin  
Foundation  
Leziate Youth Drop in Centre  
Lingwood YC  
Litcham Youth Project

Mancroft Advice Project  
Matthew Project (The)

NACA – A Ray of Hope Youth  
Club

Nelson's Journey  
Newtown Youth Club  
Norfolk & Norwich SCOPE  
Norfolk Army Cadet Force  
Norfolk Federation of Young  
Farmers Clubs

Norfolk International Projects  
Norfolk & Norwich Families  
House

Norfolk Scout Association  
Norfolk Young Carers Project  
Norwich Youth for Christ  
N E Norfolk Scout District  
North Lynn Discovery Ltd.  
North Walsham Multisports  
Northwold Youth Club (aka  
Krazy Kids Klub)  
Norwich & District Carers Forum  
Norwich Cycle Speedway Club  
Norwich & Norfolk Voluntary  
Services  
Norwich United Yth FC

**If your groups name is missing  
from this list we have not  
received your renewal fees for  
this year.**

Open Youth Trust  
Ormiston Children & Families  
Trust (GY)  
Out & About Trust ( Anglia)

Poringland Youth Group  
Pre School Music Association  
Princes Trust (The)

Rayzone (Reepham Area  
Youth Project)  
Reedham Youth Club  
Reffley Youth Drop In  
Robertson Barracks Youth  
Club  
Rocklanders Youth Club

Salvation Army (The)  
Splitz Dance Group  
Spooner Row YC  
St. Edmunds' Society  
St John Ambulance  
Stalham Dragons Summer  
Playscheme  
Sunshine Crew  
Supersports Kidz Club  
Surlingham Youth Club

Thalia Theatre (Company)  
Youth  
Toftwood Youth Club

UEA Volunteers  
Urban Saints  
Victim Support Norfolk

We Kids Youth Group  
West Norfolk Young Carers  
Whissonsett Youth Club  
Whitwell Hall Country Centre  
Wormegay Youth Club  
Wreningham Youth Club

YESU

