



Round 2 Expression of Interest Form

Thank you for your interest in *myplace* Round 2

myplace is funded by the Department for Children, Schools and Families and delivered by the Big Lottery Fund. This is not Lottery funding.

About this form

This short form will enable you to tell us quickly about the information we need to confirm whether you are eligible to apply to *myplace* Round 2 and assess the strength of your Expression of Interest relative to others. This will enable us to decide whether we would like to invite you to submit a full application. This is not a full application form.

There is £31.6 million available through Round 2 to fund capital projects in England. We do not expect this to fund more than 10 projects and therefore do not expect to invite more than 40 organisations to submit a full application.

Using this form, you can tell us about your organisation, the project you would like us to fund, and the work you have already done with young people and other partners to develop your project.

This form is in three sections.

The first section asks for basic information about your organisation and project.

The second section asks important eligibility questions. **Please note that you must be able to answer 'Yes' to all of the questions in Section 2 in order for us to confirm that you are eligible to apply to *myplace* Round 2.** If you are unable to answer 'Yes' with confidence to all of these questions you should not submit this form. If you have not been able to answer 'Yes' to these questions and you do submit this form, any answers you supply in Section 3 will not be considered and your application will be rejected.

The third section of this form is more detailed, and should only be completed by those who have been able to answer 'Yes' to all of the questions in Section 2. We will use the answers to these questions to assess the strength of your Expression of Interest relative to others and decide whether we would like to invite you to submit a full application. It is essential that you provide a full answer to each question that reflects your understanding of the aim and principles of *myplace*, whilst being mindful of the strict word limits. We will not consider any information that exceeds the word limits. Please do not submit any other documents with this form. We will only consider information provided on the Expression of Interest form.

We anticipate high demand for *myplace* Round 2 funding. However, given the funding available we do not expect to invite more than 40 organisations to submit a full application. At this stage, we are keen to give all applicants a decision as early as possible, and will consider only those Expressions of Interest that are complete and meet our published criteria. It is therefore essential that you satisfy yourself that your form is fully complete and meets these criteria before you submit it to us as we will not contact you to request missing information.

A commitment from

The Children's Plan



department for
children, schools and families



Completing this form

Before you complete this form, it is essential that you read the Round 2 Expression of Interest Guidance Notes so that you understand the aim of **myplace**, the changes that have been made since Round 1, and the criteria by which we will select those we would like to invite to submit a full application. The Round 2 Expression of Interest Guidance Notes can be found on our website www.biglotteryfund.org.uk/prog_myplace

If you or your main contact have any particular communication needs, such as Braille, audiotape, large print, sign language or a community language, please call us on 0845 4 10 20 30 (textphone 0845 6 02 16 59, this is for those with a hearing impairment).

If you have any general enquiries about **myplace** Round 2 or this form please contact us by:

Phone: 0845 4 10 20 30

Textphone: 0845 60 2 16 59

Email: general.enquiries@biglotteryfund.org.uk

Submitting your expression of interest

All completed expression of interest forms must be received no later than **5pm on Monday 29 June 2009**. We will not consider any forms received after this deadline.

Please type the name of your organisation in the subject field and email your completed form to myplace@biglotteryfund.org.uk

Or, if you do not have access to email, please complete this form clearly in writing using black ink, and deliver it to:

myplace Team
Big Lottery Fund
Apex House
3 Embassy Drive
Edgbaston
Birmingham
B15 1TR

What happens next?

We will use the information you provide to decide whether we would like to invite you to submit a full application.

After acknowledging receipt of your Expression of Interest we will not contact you again until the end of July 2009, when we will let you know whether we would like you to submit a full application.

Those invited will then have until Wednesday 30 September 2009 to submit a full application form. Awards will be announced by the end of December 2009.

Further information about the application process and the programme timetable can be found in the Round 2 Expression of Interest Guidance Notes.

SECTION 1: Organisation and project details

1.1 Project name (in no more than 10 words)

1.2 Organisation name

What is the legal name of your organisation (as shown in your governing document)?

If your organisation is also known by another title please put this in brackets. For example "The Baron Neighbourhood Association (known as 'BNA')".

1.3 Organisation address

What is your organisation's registered address, including postcode?

Phone number 1(or textphone)

Email address (if applicable)

Phone number 2 (or textphone)

Web address (if applicable)

Fax number (if applicable)

1.4 Main contact details for the project

Fill in the following details about the person in your organisation who will be the main contact for your project.

Name of contact

Title

Forenames (in full)

Surname

Position or job title

Phone number (or textphone)

Email address (if applicable)

Please tell us if we should be aware of any particular communication needs your main contact has. This might be Braille, audiotape, large print, sign language or a community language.

1.5 Organisation type

We need to report on how much money we award to each sector. Please tell us which sector your organisation is part of. If you would describe your organisation as a social enterprise, then tick the third sector box. If you are not sure, please tick other and we will review this when we receive your Expression of Interest.

To which sector does your organisation belong?

Public sector

Private sector

Third sector

Other, please describe:

You should note that if we award you a grant we may require you, through your solicitor, to provide us with a legal opinion which confirms that under your governing document your organisation has the legal power to deliver the grant purpose.

SECTION 2: Project Eligibility

2.1 Will your PROJECT be located in one of the eligible areas in England?

For details of eligible areas please see www.biglotteryfund.org.uk/prog_myplace

Yes

No

If yes, please state the Local Area District in which your project will be located;

the village, town or city in which your project will be located:

and the postcode of your project if known:

2.2 Is the capital grant you require between £1 million and £5 million?

Yes

No

Capital grant required:

Expected total capital cost of project (excluding any recoverable VAT)

2.3 Will your project offer young people (aged 13 to 19, and young people with learning disabilities up to and including 24 years) a wide range of exciting, high quality activities and information, advice and support services?

Yes

No

2.4 Portfolios of unrelated projects, purely residential activity centres, and purely mobile facilities are not eligible to apply to *myplace* Round 2. Can you confirm that, having read the eligibility rules in the 'What is *myplace* for?' section of the Round 2 Expression of Interest Guidance Notes, your project is eligible?

Yes

No

2.5 Will your project meet the aim of *myplace* “to deliver world class youth facilities driven by the active participation of young people and their views and needs”?

Yes

No

2.6 Will a range of organisations from different sectors be involved in the delivery of your project? (See point six of the Programme Principles in the Round 2 Expression of Interest Guidance Notes for further information).

Yes

No

We will not continue to assess your Expression of Interest if you have not answered ‘yes’ to all questions in section 2.

SECTION 3: About your project

We are expecting a large number of high quality projects to express interest in **myplace** Round 2. We will score and rank all eligible Expressions of Interest based on answers to the three questions below. Only projects submitting the strongest Expressions of Interest will be invited to submit a full application. It is therefore essential that your answers to each question are thorough, give us an accurate picture of your project, and reflect a detailed understanding of the **myplace** aim and principles (see the guidance notes for further information). Please use bullet points if it helps make your answer clearer.

3.1 Evidence that your project fits with the aim of **myplace**

The aim of **myplace** is to deliver world class youth facilities driven by the active participation of young people and their views and needs.

We are looking for the projects that best fit with this aim.

Tell us in no more than 400 words about your vision for a world class youth facility driven by the active participation of young people and their views and needs. Explain the difference you expect this facility to make to young people's lives, particularly those in the most disadvantaged areas. Also tell us about your planned capital project, your plans for the building design, and the range of high quality activities and support services you plan to offer to young people throughout the week, including on Friday and Saturday nights and during the school day.

In no more than 400 words:

3.2 Evidence of young people's active participation

We are looking for projects in which young people have **already** had significant and genuine active participation.

Tell us in no more than 400 words how young people from different backgrounds (including how many and when) have been actively engaged in defining the need for the project, selecting this project as the highest priority locally for **myplace** investment, how you have inspired and stretched their aspirations for the new facility, and involved them in making decisions about the design of the planned facility and the activities and services to be offered.

In no more than 400 words:

3.3 Evidence of well-developed partnership arrangements

We are looking for projects that already have the support of their local council and other relevant public, third and private sector partners.

Tell us in no more than 400 words about the partnership arrangements that have already been developed, how long these have been in place, and about the level of agreement you have already reached with your council and other organisations about the project being a local strategic priority. Also tell us about the level and type of commitments you and others have made to the project (and whether these are firm or in-principle commitments), including to:

- contribute towards the overall capital cost of the project
- contribute to ongoing running costs
- deliver activities or services to young people through the new facility
- provide professional or expert support or advice to the project during the capital phase or beyond.

In no more than 400 words:

Data Protection

We will use the information you give us on this project outline form to administer and analyse grants and for our own research purposes.

We may give copies of all or some of this information to individuals and organisations we consult when assessing applications, monitoring grants and evaluating funding processes and impacts. These organisations may include accountants, external evaluators and other organisations or groups involved in delivering the project. We may also share information with other distributors, government departments, organisations providing matched funding and other organisations and individuals with a legitimate interest in applications and grants, or for the prevention or detection of fraud.

We might use the data you provide for our own research purposes. We recognise the need to maintain the confidentiality of vulnerable groups and their details will not be made public in any way, except as required by law.

Freedom of Information Act

The Freedom of Information Act 2000 gives members of the public the right to request any information that we hold. This includes information received from third parties, such as, although not limited to grant applicants, grant holders, contractors and people making a complaint.

If information is requested under the Freedom of Information Act we will release it, subject to exemptions; although we may choose to consult with you first. If you think that information you are providing may be exempt from release if requested, you should let us know when you apply.