# 2021 YOUTH DEVELOPMENT FUND

# APPLICATION FORM

Sail Training International

## PROPOSAL COVER SHEET

| | | | |
|---|---|---|---|
| NAME OF ORGANISATION: | | | |
| NAME OF PROGRAMME: | | | |
| **CONTACT PERSON INFORMATION** | | | |
| TITLE: | FIRST NAME: | LAST NAME: | JOB TITLE: |
| EMAIL ADDRESS: | | | |
| TELEPHONE: | | EXT: | |
| | | | |
| ORGANISATION'S ADDRESS: | | | |
| | | | |
| TYPE OF ORGANISATION:<br>(e.g. charity (registered/unregistered), company and reg. no.) | | | |
| GRANT AMOUNT REQUESTED: | Euros | TOTAL BUDGET FOR PROPOSED PROGRAM: | Euros |
| NUMBER OF INDIVIDUAL TRAINEES SERVED BY PROPOSED PROGRAMME: | | | |
| ORGANISATION'S WEBSITE ADDRESS: | | | |
| GEOGRAPHIC AREA SERVED: | | | |
| MISSION OF ORGANISATION: | | | |

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## PROPOSAL SUMMARY

Max. 75 words

## NARRATIVE

The narrative information must be presented in the text boxes below. Please respond directly and succinctly to the questions. Any words over the limit for each box will not be saved.

1. **Please provide a brief history of your organisation**. Include a description of current and past programs, main purpose of organisation, and how it is currently funded. Describe staff and organisational qualifications that relate to the proposed program.

Max. 150 words

2. **Describe the proposed program**. Include implementation of program, trainee recruitment, case management, program services, intended outcomes (personal, social, educational, or employment-related) and follow-up.

Max 300 words

3. **Describe the youth that will benefit from the program and their needs and/or issues.** Include any demographic information and the number of young people to be served per program period. Indicate if the program targets **specific disadvantaged youth populations** (such as offenders, youth with mental health issues, unemployed, etc.). Please include the percentage or number of young people in your program that struggle with financial, social, or physical disadvantages.

Max. 200 words

4. Based on your description of the **disadvantaged youth population** you intend to serve, please describe your past experience with this group and your **outreach and engagement strategies** to ensure they access your program.

| |
|---|
| Max. 200 words |

5. **Program Objectives.** List the objective(s) of the program, the action that will be taken to reach this objective, and how this action will be evaluated and assessed. Be specific. The objective(s) needs to support one or more of the aims set out in the 'Background & Purpose' section of the Guidance notes, and be **measurable**; describe the "who" and "how" and be time bound. A minimum of one clear objective is required. Additional objective boxes may be added below if needed.

| | |
|---|---|
| OBJECTIVE 1: | |
| ACTION: | |
| EVIDENCE OF SUCCESS: | |

| | |
|---|---|
| OBJECTIVE 2: | |
| ACTION: | |
| EVIDENCE OF SUCCESS: | |

## 6. Does the program include collaboration with other agencies?

Describe them and their role in the project.

| AGENCY: | ROLE: |
|---|---|
| | |

## 7. Marketing support for Sail Training

Please list the marketing materials you can provide STI pre, during and post the voyage, with the understanding that STI have the right to publish all such materials. Good examples of this would be:

- photos /videos of the voyage for social media & website use
- reports and feedback from trainees
- regular updates by blog/website
- publishing a newspaper or magazine article on the voyage (mentions of STI included)
- holding a presentation in a school, university or youth organisation on the project (mentions of STI included)
- using another way of informing the public about the project and the use of the Fund as provided by STI. Suggestions should be sent to STI at least one month before the voyage

The organisation should provide evidence of the material no later than 2 months after the end of the voyage. Materials should be published according to GDPR requirements including photo permissions of the persons shown, if photos are published.

Max. 200 words

## FINANCIAL

8. Based on your request – *please* show specifically how STI funding will be utilised (eg. staffing, travel, equipment, training etc*)* Use the template below to show the cost and proposed income for the program:

TOTAL PROJECT EXPENSE: Euro _____

| INCOME | STI | Other Income: | Totals |
|---|---|---|---|
| Secured[1] | | | |
| Proposed[1] | | | |
| TOTAL INCOME PER FUNDING SOURCE (please add the secured and proposed columns) | | | |
| **EXPENSES** | **STI** | **Other Income:** | **Totals** |
| Personnel, benefits | | | |
| Supplies/Equipment | | | |
| Travel and subsistence | | | |
| Staff training | | | |
| Payments to partners/contractors | | | |
| Other: | | | |
| Indirect (0verheads, apportioned office costs): | | | |
| TOTAL EXPENSES ALLOCATED TO EACH FUNDING SOURCE: | | | |

[1]List all sources of program revenue secured or proposed. Be specific, for example, if total foundation support is from several foundations, please list the names of each foundation here.

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## DECLARATION

I declare:

- that I have attached my organisation's latest audited report and accounts,

- that I understand that the grant will be paid in three stages and that the project is viable under this arrangement,

- that any vessel(s) used for the project will conform to the STI Approved Vessels Guidance and attach a signed declaration by the owner(s) to this effect,

  For more information on the Approved Vessel Criteria please follow the website link below:
  https://sailtraininginternational.org/support/bursaries/

- that STI has my organisation's permission to use material in this form and other reports submitted on the project for its own promotion, publication, and dissemination of good practice to other sail training operators, and

- that I am authorized on behalf of the organisation to submit a proposal to STI, that my agency meets all eligibility requirements, and that all information provided in this proposal is true and accurate. A full report on the outcomes of the project will be sent to STI within 6 weeks of the project's completion.

| | |
|---|---|
| SIGNED: | |
| NAME: | |
| POSITION: | |
| DATE: | |

Deadline for submission: 1 SEPTEMBER 2020

PRIVACY POLICY

Sail Training International has updated its Privacy policy in line with the new GDPR regulations.
The new regulations require us to explain what data we hold about you and how we will use it.
To view our updated policy go to www.sailtraininginternational.org/privacy-policy/
By submitting this form you agree to our updated privacy policy.
If you have any questions about your data please do not hesitate to get in touch