

Spending your Achievement Award Scheme Grant

The Achievement Award Scheme grant is designed to give the winner the opportunity to make a financial contribution to their organisation.

THE WINNER MUST BE DIRECTLY INVOLVED IN DECIDING HOW THE MONEY IS SPENT

Some ideas for spending the award scheme money:

- Buying equipment for a specific activity, e.g. Games consoles, art materials, table tennis table, digital camera.
- Hiring in a specialist worker for a session, e.g. theatre artist, fitness coach, guest speaker
- Arranging a special trip for the group, e.g. day out, museum visit, bowling, theatre, cinema, theme park
- Holding your own celebration event or making your regular end of term party go with more of a swing!
- Holding an event for a local community group which is run by your young people, e.g. a concert at a hospice, a play for a retirement home, a fundraising event for a registered charity etc.
- Training courses for young people that will ultimately benefit **all** the young people in the organisation.

You must not spend the money on:

- Everyday essential costs, e.g. regular staffing, paying expenses, hall hire, electricity, renovations, equipment you should have as part of your basic Health & Safety, child protection, other essential costs.
- Something which does not benefit 11-25 year olds.
- Something which benefits one or only a few individuals.
- A donation to an external organisation or charity (however if you want to be creative and use the £200 for a fundraising project to generate funds for a registered charity this is acceptable).
- Alcohol, tobacco or anything illicit.

Remember:

- The winner should decide how the grant is to be spent immediately after being chosen for the award.
- No more than two awards in any six month period can be spent on the same item.
- You cannot 'bank' awards for future use.
- The grant must be spent **as soon as possible after the decision has been made** and no later than the end of the grant period. If this is not possible then clear reasons need to be provided. (Please note approval is at the discretion of the Jack Petchey Foundation Trustees)
- If a trip or activity is taking place in the future then dates must be provided on your grant reports and where possible tickets must have been booked and paid for.
- **You must keep receipts** we may ask you to supply them to us.
- Be creative!

If you are unsure about a proposed spend or have any questions relating to your grant, we are always happy to advise – just contact your Grants Officer!