

Youth Grants Panel, August 2023

Terms of Reference

Background

FYA is running a pilot Youth Action & Wellbeing Grants round in 2023 with the intention of running further rounds in ongoing years. As part of this process, FYA is forming a panel of young people to decide on which youth-led groups will receive grants. The Panel will be responsible for deciding the shortlist of grant applicants, and then considering and awarding grants from this shortlist, taking into consideration the grants criteria and strategy. The Panel can also provide feedback on the process and criteria for improving future grant rounds.

Membership

We're looking for 6-8 young people aged 16-28.

Members will be selected through an expression of interest process. The aim is to have a diverse range of backgrounds, skills and experiences on the panel.

Membership of this group is on a voluntary basis. Members will be required to complete a volunteer contract and provide bank details for direct transfer of a volunteer honorarium payment and pre-approved out of pocket expenses.

Members will be paid a \$750 volunteer honorarium when the grants are distributed as a thank you for the work put into deciding the grants.

Youth Panel Members can withdraw from the panel by notifying the FYA's Campaigns Director Pablo Brait in writing.

In the event that FYA forms a new panel for 2024 grant rounds, 2023 panel members will be eligible to be on it.

Role & Responsibilities

The Youth Grants Panel will be responsible for interpreting and applying the Youth Action & Wellbeing Grants criteria and deciding on the awarding of grants. This will occur in a two-step process.

Responsibilities of the panel members include:

- **Confidentiality:** What is discussed at meetings is confidential unless otherwise agreed to by the group or is part of the minutes/feedback framework.
- **Conflicts of interest:** Panel members cannot consider grants for any groups, organisations or communities that they have an association with. Any conflicts of interest must be declared before discussion takes place and recorded in a conflict of interest register. Any panel member with a conflict of interest cannot be present in any discussion containing this conflict.
- **Attendance:** Panel members must be present at all of the compulsory meetings (see below), which will be held in person at FYA's Melbourne office and online.
- **Minutes and feedback:** Minutes, particularly focused on reasons for/against shortlisting and granting, are to be taken, so that FYA's Youth Action Team can provide useful feedback to applicants. Templates can be provided if useful.

Communication with grant applicants will be handled by FYA's Youth Action Team.

Relationship with FYA

FYA will provide to the panel:

- Secretariat support (scheduling, document management, minutes templates, meeting platform, etc.)
- A point of contact for questions or concerns
- Details of eligible grant applications
- A volunteer honorarium payment

FYA's Youth Action Team will check in regularly with Youth Grants Panel members.

Expertise

Panel members are not required to have expertise in any particular area. However they do need to either have, or be willing to build, an understanding of the aims and criteria of the Youth Action & Wellbeing Grants.

Process and Key Dates

The grants process will be in two main steps. Time commitment from the decision-making panel is 15-20 hours. All meetings will be hybrid, with an in-person location available from the FYA office in Melbourne, and online.

- **Induction** (compulsory, indicative date 5 September): There will be a one-hour induction which will focus on introductions, grants and decision-making processes and criteria.
- **Campaigns workshop** (compulsory, indicative date 19 September): This will be a two-hour workshop looking at what makes a successful youth-led campaign for structural change. The aim is to share insights into what FYA's Youth Action Team is trying to achieve with the grants. This workshop will be particularly useful for panel members without a lot of campaigning experience.
- **Shortlisting** (compulsory, indicative meeting date 9-10 October): Once all the grant EOIs are submitted, panel members are to decide on a shortlist of youth-led groups who will work with FYA's Youth Action Team to develop a more detailed application. This will be done via:
 - Reviewing all eligible applications (over the week 2-6 October)
 - Creating a shortlist with other panel members at a 2-3 hour meeting on 9 or 10 October.
 - Providing feedback on all applications to FYA's Youth Action Team
- **Grant awarding** (compulsory, indicative meeting date 9 November): Panel members will decide which applicants will receive Youth Action & Wellbeing grants, based on the detailed applications submitted by shortlisted youth-led groups. This will be done via:
 - Reviewing grant applications (over the week 1-8 November)
 - Deciding which youth-led groups should receive grants, with other panel members at a 3 hour meeting on 9 November
 - Providing feedback on all applications to FYA's Youth Action Team.

This is roughly 8 hours of meetings over two months and another 8 hours of reviewing and assessing outside of meetings.

Decision making:

- Members must opt out of decision-making if a conflict of interest is present.
- Aim for consensus but will pass decisions with a majority vote.
- In the event of a deadlock, a casting vote will be cast by FYA's Campaigns Director (for Youth Action grants) or FYA's Wellbeing Lead (for Wellbeing grants).
- The minutes must record clear decisions.

Revision

We will revise the Terms of Reference after the evaluation process for the 2023 grants round.

About the grants

The 2023 Youth Action & Wellbeing Grants have up to \$100,000 of funding available, open to groups led by young people (under 30) across the country working to create positive systemic change.

These grants aim to support under-resourced youth-led groups and grassroots campaigns with lived experience of injustice with the resources they need to make a positive difference, while helping them to take care of themselves and their communities.

- **Youth Action grants:** You can apply for **\$5,000-\$15,000 grants** to fund actions that help create systemic change. We'll fund grants up to \$75,000 in total.
- **Wellbeing grants:** You can apply for **\$2,000-\$5,000 grants** to support the wellbeing of youth-led groups to keep up the fight sustainably. We'll fund grants up to \$25,000 in total.

The Youth Grants Panel will need to apply a set of established criteria in order to decide on the awarding of grants, including:

- The application must be on behalf of a group, organisation or community, not an individual, and based in Australia.
- Groups or campaigns must be led by young people under the age of 30 with lived experience of the issues they are campaigning on.
- Group or campaign goals must be focused on structural change (eg. not awareness raising or training/education, but funding for training as part of a campaign for structural change fits within the criteria).
- Campaign goals must be aligned with [FYA's progressive values](#).

The Youth Grants Panel is to prioritise funding for:

- Grassroots groups, campaigns, projects, organisations and movements. By grassroots, we mean campaigns, projects and movements that are based in community and not attached to a large organisation.
- Current funding: Groups/campaigns/organisations who don't currently have much funding or funding opportunities.
- Lived experience: Groups, organisations, communities or campaigns that are led by people who have lived experience of oppression - eg. being disabled or from LGBTQI+ communities, of poverty, racism, gender discrimination, being in the justice system, state care, the mental health system, impacts of climate change and/or housing instability.

A full set of grant guidelines will be published soon, with applications opening in September 2023.

For further information reach out to Pablo at pablo.brait@fya.org.au.

Expressions of interest to be on the Youth Grants Panel are due on 20 August 2023. Fill out the form [at this link](#) by the 20th and we'll be in touch!