



Trailblazer Community Grants

Application Form



Funded by
UK Government



YORK
& NORTH
YORKSHIRE
COMBINED AUTHORITY

DAVID
SKAITH
MAYOR



NORTH
YORKSHIRE
COUNCIL



Better
Connect.

Background

The York and North Yorkshire Mayoral Combined Authority (YNYCA) is providing Trailblazer funding from the UK Government to support the Department of Work and Pensions (DWP) funded 'Get Britain Working' policy. Building a thriving and inclusive labour market and increasing the number of people in work is central to achieving the government's missions to grow the economy, spread opportunity and improve the health of the nation. The government wants to build a labour market in which everyone has the opportunity to participate and progress because work is good for people, for communities, and the economy.

YNYCA, via North Yorkshire Council, is investing in a Community Grants fund to support economically inactive adults to build confidence and interpersonal skills to increase their employability. This is a small grants scheme for small VCSE organisations and Town/Parish Councils, to design and deliver projects to improve people's employability by providing hyper local support for local people as a first steps opportunity to move closer to the labour market.

Due to the diversity of York and North Yorkshire, this is a great opportunity to pilot and fund innovative projects and develop provision that enhances and supports the improvement of work, health and/or skills in our communities. We welcome applications that are exciting, try new approaches for engagement, and exclusively offer enhanced support to key cohorts of economically people.

Delivery timescales

The delivery period for Trailblazer Community Grants is from 1st September 2025 to 31st March 2026. Due to these tight timescales, successful grant applicants will be expected to launch their projects quickly and deliver at pace.

All projects must be complete, and all eligible costs defrayed no later than 31st March 2026 with no exceptions.

Grants available

There is a total of £500k available through this Community Grants programme. Applicants can bid for between £10,000 - £25,000 and successful projects will be awarded funds between 1st September 2025 and 31st December 2025.

The application process and project expectations are detailed later in this document.

Eligibility to apply

To be eligible to apply for a Trailblazer Community Grant, your organisation must meet the criteria detailed below:

Mandatory criteria:

- Your organisation is part of the Voluntary, Community & Social Enterprise (VCSE) sector or is a Parish or Town Council
- Your organisation has an independent bank account (a bank account in the name of the organisation) for grant funding to be paid into
- Your organisation has appropriate levels of Employers Liability, Public Liability and Professional Indemnity Insurance cover (please note that copies of insurance certificates will need to be made available on request) OR you will commit to having relevant insurances in place prior to delivery if your application is successful
- Your organisation is based in York or North Yorkshire OR is delivering services to residents of York and/or North Yorkshire
- Your organisation exists to support your local community and improve the lives of those that lives within it
- Your organisation has a formal constitution or governing document

- Your Community Grant project must be different and separate to any other provision you are delivering, including any provision you are already delivering on any Better Connect led programmes. Community Grants can not be used as match funding or to double fund existing provision

Preferred criteria:

- During the last full year of operations, your organisation's turnover was less than £1million
- Your organisation has less than 20 full time equivalent staff (FTE = 30 hours)

Scope of provision

Trailblazer Community Grants project themes include but are not limited to:

- First contact engagement including confidence building, motivation, job search skills and reducing social isolation
- Guided work experience including volunteering
- Training, advice, or counselling
- Specific skills development that could include numeracy, literacy, digital, and life skills
- Art, Design, and Creative Workshops
- Gardening and environmental studies
- Activities that encourage first steps to engagement in wider community provision and services. This includes further education, employability programmes, engagement with the job centre and community health services

Key target cohorts

Trailblazer Community Grants exclusively offers enhanced support to economically inactive people, with a specific focus on engaging with the following cohorts:

- 16 – 24 year olds including those at risk of becoming inactive/NEET
- 50 – 64 year olds
- Individuals experiencing long term sickness
- Rural and coastal inactive communities

Reporting requirements for successful applicants

Payment and financial monitoring

Payments will be made to each successful organisation using the model below:

Initial Payment – 40% of your total grant will be paid upfront at the start of your project.

Interim Payment – 30% of your total grant will be paid once 50% of your total participants have been engaged and on submission of an interim financial claim that evidences you have spent approximately 50% of your grant.

Final Payment – the final 30% of your total grant payment will be paid once your project is complete, all participants have completed their provision and on submission of a final financial claim that evidences 100% of the total grant has been spent.

Grant recipient organisations will be expected to provide financial information to Better Connect for us to process your claims. Evidence requirements include but are not limited to:

- Defrayal evidence and bank statements
- Payroll information linked to the staff who are delivering programme provision. This includes salary information, employers' national insurance and employer pension contributions
- Invoices and receipts that support programme delivery
- Rationale of costs where the funder dictates that this is required

The Better Connect Finance and Audit team will support you with the financial claims process to make it as straightforward as possible but it is important that you know what will be required before applying.

Detailed guidance, a financial training session and ongoing support from the Better Connect team will be provided throughout the programme to ensure that all organisations in receipt of a Trailblazer Community Grants can meet financial claims requirements.

Participant monitoring

The submission of participant monitoring forms is required in order to demonstrate existence, eligibility, suitability and to help monitor and evaluate activities funded through the programme.

Grant recipient organisations will be expected complete participant monitoring alongside participants, providing support and guidance to them as required. All forms will be completed and submitted through JotForms – an online e-forms platform. Successful applicants will be provided with access and training on JotForms.

All information collected is processed, stored and transferred in strict adherence to Data Protection and GDPR legislation. A Privacy Notice will be issued to successful applicants covering the use of information in more detail.

Application timescales

Better Connect is committed to ensuring that the application process is as simple and straightforward as possible to give all organisations the opportunity to submit a bid. Below is a timetable showing the dates and deadlines for both the application process and the overall programme.

Please note, the Trailblazer Community Grants will be open for applications from 26th August until 29th September 2025. Applications received ahead of the deadline may be scored and awarded ahead of the deadline of 29th September, but this is not guaranteed.

Key Dates	Activity
26 th August 2025	Application window opens online
2 nd September 2025	Trailblazer Community Grants opportunity information event
29 th September 2025	Deadline for applications 12pm
September 2025 – end of March 2026	Project delivery window

31 st March 2026	Project end date – all project delivery must be complete, and all project related costs must be defrayed
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Support and guidance

Better Connect are here to offer support throughout the application process and are committed to providing detailed guidance and personalised support to organisations where it is required.

If you would like to discuss a potential project idea, have queries about your organisations eligibility to apply or require support completing the form, please contact either Emma Lyons or Hannah Prole (details are below).

Emma Lyons

Head of Business Development

elyons@betterconnect.org.uk

01423 795305 (direct line)

Hannah Prole

Head of Impact

hprole@betterconnect.org.uk

01423 795304 (direct line)

Detailed guidance to complete the Application Form

The table below provides an overview of the application form, including the weighting of each question and any maximum word counts. This is included to help you plan the completion of your application form. More detailed guidance is provided below for each question.

Question weighting by section				
Section 1: Eligibility checklist				
	This list will help you to confirm your eligibility for apply for Trailblazer funding. If you have questions regarding eligibility or would like to discuss any of the requirements, please contact Emma Lyons or Hannah Prole to arrange a phone or Teams call (details are included in the section above)			Information only, there are no scored questions in this section.
Section 2: Organisational details				
	Collected to support eligibility and suitability to access Trailblazer Community Grants funding. For organisations that are listed on Better Connects Approved Delivery Partner list, you will have a reduced number of questions to complete in this section as the information has been collected previously and is held on record already.			Information only, there are no scored questions in this section.
Section 3: Policies and assurances				
	It is perfectly acceptable not to have some of the policies and assurances listed below in place. You will not be discounted based on the answer provided in this section but may highlight areas of development. Where organisations identify gaps in policies and assurances, Better Connect can help you to achieve and develop these should they be a mandatory requirement.			Information only, there are no scored questions in this section.
Section 4: Bank Details				
	Bank details are being collected so we can pay you your grant funding should you be successful with your application. A copy of a recent bank statement will need to be uploaded as part of the application			Information only, there are no scored questions in this section.
Section 5: Due diligence				
	This section ensures that your organisation is both eligible and suitable to receive Trailblazer funding. Answers provided in this section may provide grounds for exclusion.			Information only, there are no scored questions in this section.
No	Question	Word count	type	Additional information
Section 6: Your Project				
	Track Record	500	scored	Have you supported the cohort identified before?
	Project summary	1000	scored	Tell us about your project – what do you want to deliver?
	Link to interpersonal and employability skills	500	scored	How does your project contribute to improving interpersonal and employability skills?
	Access to mainstream services	500	scored	How does your project help people to engage with mainstream services?

	Beneficiary engagement	500	scored	How are you going to engage people to participate in your project?
	Evidence of need	500	scored	Why is your project needed and what challenges/barriers will it help to overcome?
Section 7: Organisational Compliance				
	Participant journey monitoring	500	scored	Experience of participant monitoring information
	Financial monitoring	500	scored	Experience of providing financial monitoring information
	Project management	500	scored	How you will manage the project and the systems and processes you have in place to support this.
Section 8: Declarations and permissions				
	Declaration			Signature and Date required

How the scoring works

All the scored questions will be marked out of 6. The grid below shows how each point is allocated. The detailed guidance for each question will inform you of what we are looking for and will help you to meet the scoring criteria for the question.

Score	
6	Answer exceeds expectations – all key points are answered with additional relevant information provided
5	Strongly meets the requirement
4	Meets the requirements
3	Mostly meets the requirements with minor weaknesses in certain areas
2	Major weaknesses but the answer covers some points. Answer mostly fails the requirement
1	Very little information is provided and has failed on most scoring criteria
0	No answer has been provided for this question

Top tips

- Make full use of the word count. Word counts indicate the level of detail we are expecting for each question.
- Do not exceed the word count – we are not able to assess any content that is over the indicated word count and it therefore won't be considered when the question is scored.
- Use the guidance document – each bullet point indicates what we would like you to cover in each question.
- Make your project plan exciting – we want to be as excited about your projects as you are.
- Have someone independent read your bid – if they don't understand your application, the chances are we might not either.
- Request confirmation that your application has been received.
- If you are unsure, have any questions especially around eligibility and suitability please do get in touch. We are here and happy to help.

Application Form – Detailed Guidance

Section 1: Eligibility checklist

It is important that organisations understand the eligibility criteria before beginning to write their application. If you are unsure about any of the statements in the eligibility checklist or would like to discuss your potential eligibility further please contact either Emma Lyons elyons@betterconnect.org.uk or Hannah Prole hprole@betterconnect.org.uk who will be happy to arrange a phone or Teams call with you to help you make an informed decision.

We may be able to offer some flexibility to organisations who exceed but are very close to the turnover and FTE equivalent thresholds.

Section 2: Organisational details

Organisations who are named on Better Connects Approved Delivery Partner list (APL) will have less questions to answer in this section as some of the information is already held on file at Better Connect.

Please note that it is **NOT** a mandatory requirement for organisations to be named on this list to be eligible to apply for Trailblazer Community Grants funding.

If you are not currently named on our APL but wish to be, please complete the MS Forms questionnaire by following this link <https://forms.office.com/e/wZ7dnRYmz5>, please note this is a live form and can be completed at a time that is convenient for you. It has no weighting/bearing on the Trailblazer Community Grants applications that are received.

The purpose of asking these questions:

- It helps us to assess the eligibility and suitability of each organisation that applies
- It helps us to learn a little bit about organisations that are new to us
- It you meet some of the additional due diligence requirements should your application be successful with your application, allowing you to focus on the implantation of your project
- It supports Better Connect with impact and evaluation of the Trailblazer Community Grants overall
- Funder requirements

Section 3: Policies and Assurances

It is perfectly acceptable not to have some of the policies and assurances listed in the applications form. Not having these will not prevent you from being eligible to access a Trailblazer Community Grant but may highlight areas of development. There are some policies in the list denoted with ** that must be in place before any delivery begins. If you identify gaps in your organisations policies and assurances, please speak to a member of the Better Connect team who can help and support you to get these in place.

Please note that a Safeguarding and Protecting Children policy is only required if you intend to work with 16- and 17-year-olds as part of the provision you offer.

All organisations must name a Data Protection Officer (DPO), this is a mandatory requirement as all projects will collect and store personal information relating to the participants in receipt of your project provision. The DPO has overall responsibility for ensuring that all data is handled and stored in line with Data Protection and GDPR regulations.

Please note Better Connect will provide a Privacy Notice to be shared with all participants, that details how their personal information is collected, stored and used for the purposes of all projects funded through Trailblazer Community Grants.

Section 4: Bank Details

These are collected so that we can pay you should your application be successful.

We must also check that every organisation has a bank account in its own name – we are unable to pay grant funding into personal accounts. We achieve this by asking you to provide a recent bank statement this must;

- Clearly show your organisations name and address
- Match the account number and sort code that you have provided in the application form
- Be recent – this means issued/dated in the last 3 months
- It is acceptable to redact bank account balances and transactions should you wish

Only organisations who we don't currently hold bank detail information for will be asked to provide it.

Please note, we don't complete credit checks as part of our due diligence but will check Companies House and/or the Charity Commission for your governance information. In some instances, this will include checking your most recent published accounts information.

Section 5: Due diligence

Please ensure you answer all the questions listed in this section honestly. Often the questions asked are used as grounds for exclusion.

If you declare, something in this section that could potentially exclude you from receiving funding through Trailblazer Community Grants, please ensure you provide us with detailed mitigation information that we can apply to your application. It may be that we need to discuss details with you in more depth and if this is the case we will contact you to arrange a phone or Teams call. It is important that we collect all necessary information before a decision regarding awarding can be made.

Conflicts of interest could include;

- Being related to or having a strong personal connection with a member of the Better Connect Team
- Being a member of the Better Connect Board of Directors or a member of the Better Connect Team being one of your directors/trustees.

If you declare having performance related issues in the past, please take the opportunity to tell us the following;

- What lessons have you learned and how will you apply these to this project?
- Were there mitigating circumstances that lead to this?
- What systems/processes/resources have you put in place to prevent this happening again?
- If you are successful with your application, what support would you need from Better Connect to keep your project on track?

Section 6: Your project -

The guidance provided in this section will help you to fulfil the scoring requirements for each scored question. Please ensure that the answers you provide as a minimum meet the bullet points listed for each.

Only projects that support one or more of the cohorts listed in the application form can be funded through Trailblazer Community Grants.

We anticipate that the average unit cost for supporting participants on your project will be £1,500. When indicating the number of people you wish to engage in on your project, please use this unit cost value as a benchmark. We are looking for projects that show good value for money – where unit costs are much smaller or greater than £1,500, we may need to contact you to discuss your project further before a decision about awarding is made.

Track Record

- Include outputs and outcomes of a similar project and the achievements attained verses your profile.

- Include information on a relevant previous project or programme that supports your ability to deliver the project you are proposing.
- Ensure that there is a clear link between the examples that you have provided to the cohort(s) you have identified in the application.
- Include relevant skills and experience of the staff who will be delivering your project. Ensure we understand why these are relevant.
- Provide a rationale for any under or over delivery and the key lessons learned that will be applied to this project to ensure success.

Project summary – this is an opportunity to sell your project/idea. Make it interesting and exciting.

- What do you want to deliver?
- How are you going to deliver it?
- What do you want to achieve as a result? What impact are you hoping to make?
- How is your project tailored to the specific needs of the cohort(s) you have identified?
- Are you ready to begin delivery and are you confident that your project will be completed before 31st March 2026?

Improvement of employability and interpersonal skills – please note this is one of the measured outcomes for this funding.

- How is your project linked to improving employability?
- Which skills will be improved?
- How is your project linked to improving interpersonal skills?
- Which skills will be improved?
- Why/how have the skills identified been a challenge to your identified cohort(s) in the past?

Supporting access to mainstream services – please note this is one of the measured outcomes for this funding.

- How does your project support participants to access mainstream services?
- Which services will your project be linked to (this can be directly or indirectly linked)
- What are the current challenges your participants face in terms of engaging with and accessing mainstream services?
- How will accessing mainstream services benefit your participants?

Beneficiary engagement

- How do you intend to engage participants in your project?
- Detail any previous experience you have at engaging your identified cohort(s)
- Why/How have you identified this specific cohort(s) as your target cohort(s) for this project?
- How are you going to meet their needs?
- Do you have potential participants identified already? How ready are you to begin delivery if successful with your application?

Evidence of need

- Provide any stats or data that support your project request.
- Do you have any feedback that you can share – this can be anecdotal, from surveys/consultations, previous projects. Any examples you can share will strengthen your answer.
- Why do you believe this project is needed?
- What challenges do your potential participants and the wider community face?
- How will your project help to overcome these challenges?

Project start date: this can be flexible

Project end date: no later than 31st March 2026. By this date, all project delivery must be completed and all costs incurred must be defrayed on or before this date.

Hours of support: this only needs to be approximate and helps to inform if the project is value for money. Do the hours of support, the number of participants and the amount of funding requested align and feel like good value is being achieved?

Funding requested: Grants will be awarded between £10,000 and £25,000, with an average unit cost of £1,500 per participant.

Budget & Outputs and Outcomes Sheet: this gives us an indication of how you would like to spend the funding awarded and how you will contribute to the overall Trailblazer Community Grants programme goals and targets.

Budget tab

It will inform the Better Connect Finance and Audit Team if hourly rates need to be calculated for staff costs. The budget sheets will also inform evaluation and help us to understand how grant monies are spent in relation to running successful and impactful projects. There are 5 eligible cost categories that organisations can use this funding for – please note, all must be related to project delivery.

1. Direct Staff costs
2. Freelance/consultants costs
3. Venue hire
4. Resources and consumables
5. Equipment (small capital items)

Please note that overheads and petty cash cannot be claimed through this funding.

Outputs & Outcomes tab

There are 3 key outputs that all Trailblazer Community Grants projects will contribute to, these are;

- The number of NEET/PreNEET people at risk of becoming economically inactive engaging with Trailblazer Community Grants provision. (Young people who are at risk of leaving work and young people that are preNEET).
- The number of people accessing Trailblazer Community Grants provision that are supported to access additional mainstream services.
- The number of people who are economically inactive who engage with Trailblazer Community Grants provision.

There are 2 main outcomes that all Trailblazer Community Grants projects will contribute to, these are;

- The number of people who improve their employability through the development of interpersonal skills.
- The number of people who are now engaging in education, training or learning.

Section 7: Organisational compliance

The guidance provided in this section will help you to fulfil the scoring requirements for each scored question. Please ensure that the answers you provide as a minimum meet the bullet points listed for each.

Participant journey monitoring – information about the participants you engage and the provision they receive.

- The answer provided should give us the confidence that you will be able to meet monitoring requirements.
- Provide examples of when participant journey monitoring information was required. What sort of information did you collect?
- What is your approach to collecting potentially sensitive information?
- How will you use the information you collect – from a GDPR and data protection perspective
- How will you use the information you collect – from an impact perspective

Financial monitoring

- What current financial systems do you have in place and how will they support to you meet the financial requirements for this project?
- Detail any dedicated resource you have in your organisation that will support this project.

- What skills and experience do relevant staff have? This must be in relation to the financial requirements of this project. Ensure we understand why they are relevant.
- What experience does your organisation have of evidencing spend?
- Describe any internal audit functions within your organisation that will support with quality and compliance of financial claims evidence. E.g. spot checks

Evidence requirements

Please ensure that you confirm that you can provide the financial evidence required to support project delivery. Financial requirements are mandated by the funder. If you are unsure which evidence types are relevant to your organisation, please contact Julie Geraghty, Head of Programme Finance and Audit, jgeraghty@betterconnect.org.uk who will be able to support you and answer any queries you may have.

Project management

- What systems do you have in place for measuring outputs and outcomes against profile?
- Do you have regular reviews/meetings with relevant staff?
- How would you identify and address under performance?
- What experience do you have of delivering and managing time sensitive projects?
- What dedicated resource do you have for both delivery and management of this project?

Section 8: Declarations and signature

Please read and confirm all the declaration statements and sign in the box indicated. It is important that the person completing this form has permission and is authorised to apply for this funding opportunity.

Deadline for applications: Monday 29th September, 12 noon

To ensure transparency and fairness to all applicants, Better Connect will not answer any questions from individual applicants in relation to the scoring criteria. However, if you have any questions about your organisation's eligibility for the fund or any practical questions about completing the application form, please contact Emma Lyons, Head of Business Development by emailing elyons@betterconnect.org.uk or Hannah Prole, Head of Impact, hprole@betterconnect.org.uk

Please note: Better Connect cannot be held responsible for the accuracy or completeness of any submissions.

Applications received after this deadline will not be accepted.

Applications that are missing key information may not be accepted.

Please ensure your submission is sent prior to the deadline and is fully complete.

Content that exceeds word limits will not be taken into consideration.

Applications received ahead of the deadline may be scored and awarded before Monday 29th September 2025 – however this is not guaranteed.

Glossary of terms

The table below shows our (Better Connects) interpretation of key terms for the purpose of this funding application.

Term	Definition
At risk of NEET	Young people who are at risk of leaving Employment Education or Training and becoming NEET
Barriers	Personal circumstance or obstacle that prevents engagement and/or progress.
Beneficiary	A person accessing the provision. Also referred to as a participant.
Better Connect	The lead partner – responsible for awarding all Trailblazer grants. Better Connect will support all organisations throughout the lifetime of their projects, supporting them to stay on track and will help with policies, financial monitoring and participant journey monitoring where required. To find out more about Better Connect, please visit our website https://betterconnect.org.uk/
Better Connect Approved Delivery Partner List	A live database that holds organisational details so that we don't need to ask repetitive information from you every time a new opportunity arises. If you are not currently named on our APL but wish to be, please complete the MS Forms questionnaire by following this link https://forms.office.com/e/wZ7dnRYmz5
Consultants	People who you source to deliver provision who are not on payroll and will invoice your organisation for services delivered. Also referred to as freelancers. Appropriate insurances must be in place.
Consumables	A commodity that is intended to be used up very quickly – things like refreshments that are provided for participants who are accessing Trailblazer Community Grants provision.
Data Protection	The processes, procedures and technologies employed to safeguard sensitive information from unauthorised access, disclosure, or loss.
Data Protection Officer	The named person in your organisation who is responsible for ensuring good data protection protocols are followed.
Defrayal	The act of paying for costs incurred.
Defrayal evidence	Bank statements that show payments for costs incurred have been made. Often a receipt/invoice/proof of costs paid are required to support the defrayal evidence.
Direct Staff Costs	Costs incurred by staff members who are on payroll that are delivering/contributing to project delivery. Direct staff costs will require; • An hourly rate calculated by the Better Connect Finance and Audit team (Gross salary, employers National Insurance and employers Pension Contributions for each member of staff will be required to calculate this). • Hours worked on the programme will need to be declared (timesheets will NOT be required). • 15% will be added to all Direct Staff costs claimed to cover organisational overheads that are not funded through the project. • Payslip and defrayal evidence will be required for all staff costs claimed.
DWP	Department for Work and Pensions. The Managing Authority of all Trailblazer projects across the country.
Economically inactive	People who are not in employment who have not been seeking work within the last 4 weeks and/or are unable to start work within the next 2 weeks.

Employability Skills	Essential qualities, personal attributes and abilities that enable individuals to thrive in a variety of work environments. Skills include; • Communication • Teamwork • Problem solving • Critical thinking • Adaptability • Self-Management • Initiative • Resilience • Digital literacy • Emotional Intelligence • Leadership • Creativity and innovation • Professionalism • Work ethic • Job searching • Networking • Interviewing
Equipment (capital costs)	Small capital items that you can purchase to support the delivery of your project. Items must not exceed £1,000.
Evaluation	The process of systematically assessing the value and effectiveness of your project to inform future actions or decisions.
Financial Monitoring	The process that monitors the financial spend of your project in compliance with the grant funding rules and requirements.
Financial Monitoring Sheet (FMS)	Created by Better Connect to support with your financial claim submissions.
Freelance Staff	People who you source to deliver provision who are not on payroll and will invoice your organisation for services delivered. Also referred to as consultants. Appropriate insurances must be in place.
Full Time Equivalent (FTE)	The number of staff in your organisation that are contracted to work 30 hours or more per week.
GDPR	General Data Protection Regulation – data privacy and security for individuals. It establishes guidelines for how organisations collect, process and protect personal information.
Grant	The funding allocated to deliver your project. This will be between £5,000 and £25,000.
Hourly Rate	Required for all staff that are on payroll and are contributing to the delivery of your project. This will be calculated by Better Connect using salary information provided by you.
Hours of support	The estimated number of hours of provision that each participant will receive that engage with your project.
Impact	The effect or influence that your project has on the participants who receive support. Better Connect can help you to capture this impact through case studies and blog pieces.
Insurances	All organisations that are awarded a Community Grant must have the following insurances in place. • Employers liability • Public liability • Professional Indemnity There may be some circumstances where your organisation is not required one of the insurances listed above, if this is the case please

	discuss this with a member of the Better Connect team before submitting your application.
Interpersonal Skills	Also referred to as people or soft skills, are the abilities people use to interact, build relationships with and communicate effectively with others. Interpersonal skills include; • Communication • Empathy • Teamwork • Conflict resolution • Leadership • Adaptability • Patience • Resilience • Responsibility • Motivation • Confidence • Positive attitude • Problem solving
JotForms	The platform that all Trailblazer Community Grants will be applied for through. The platform where all participant monitoring information will be completed and submitted.
Key target cohorts	As mandated by the Managing Authority. All projects must support at least one of these key cohorts; • 16 – 24 year olds • 50 – 64 year olds • People who are long term sick • People from rural inactive communities • People from coastal inactive communities
Mainstream Services	Often publicly funded programmes that are available to the general population, regardless of whether they have a disability or other specific needs. They are available to everyone, typically funded by government resources and include; • Healthcare • Housing • Income support • Education and training • Public transport • Labour and employment services
Managing Authority	The body responsible for overseeing and managing specific programmes or funds. They inform outputs and outcomes, request specific data collection (participant journey monitoring and financial monitoring) and are responsible for the overall management and implementation of the Trailblazer funded programmes/projects.
NEET	Young People who are Not in Employment Education or Training
Outcome	The end result. What has been achieved as a result of the support/provision accessed?
Output	The number of people who access support. The number of people from different demographic groups The number of people who meet different eligibility/suitability criteria
Overheads	The costs incurred that are not directly project related (e.g. rent, gas, electric, insurances etc). These costs are not claimable through Trailblazer Community Grants.

Participant	A person accessing the provision. Also referred to as a beneficiary.
Participant Journey Monitoring	The process that monitors participant engagement with your participants. JotForms will be the platform used to report participant journey information, the questions included in the forms will contribute to output and outcome reporting in compliance with the funder rules and requirements.
Petty Cash	An accessible store of money kept by an organisation for expenditure on small items. Petty cash cannot be reclaimed through Trailblazer Community Grants.
Privacy Notice	A document that outlines how Better Connect collects, uses, discloses and manages personal data. All participants accessing provision through Trailblazer Community Grants will receive a privacy notice.
Profile	The number of outputs and outcomes targets you are set to achieve during your project.
Project start date	The date your project delivery will begin, and costs begin to be incurred.
Project end date	All projects must be completed by 31 st March 2026. All costs incurred must be defrayed by this date also for them to be claimed/reimbursed through the project.
Relevant skills and experience	Information that will support several of the questions in your application. Please ensure that you use RELEVANT skills and experience of your organisation to support your answer. Ensure we understand why these skills/experiences are relevant.
Resources	The things/stuff you need to purchase/develop to deliver your project
Targets	The number of outputs and outcomes targets you are set to achieve during your project.
Trailblazer	Funding awarded to York and North Yorkshire to trial different ways of getting people back into work. The funding is designed to improve the support available to people who are economically inactive and help them return to work.
York and North Yorkshire Combined Authority	A legally recognised single body whose role is to use some of the money and powers, that previously had been held by central government, and work with local leaders and communities to invest in ways that will help to make York and North Yorkshire a better place for people to live, work and do business.
Young people	People aged 16 – 24 years old