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| **Heading** | **Guidance** |
| **Guidance Notes** | Welcome to the third round of our ‘Your Station, Your Community’ Improvement Fund for 2025/26. The fund supports causes that are of key importance to local communities on our network and to us.  **The 2x £25,000 Station Partner Support Grants are new for 2025/26 - one for Arts/Creative work AND one for Horticulture/Environment work**  Please use the specific information and application form for the two available Station Partner Support Grants  The holders will offer support to existing Community Rail and Station Partners at stations across the GTR network and also to the wider communities around those stations. It will also be encouraging projects linked to the Railway 200 programme in 2025   * **Applications open: 1st November 2024** * **Applications close: 18th December 2024** * We anticipate confirmation from the Department of Transport for the approved grant scheme: March 2025 * Grants active from 1st April 2025 * 6 monthly monitoring * Grants finish – 31st March 2026   There are two Station Partner Support Grants open for application  **Arts/Creative projects - £25,000**  **Horticulture/Environment projects - £25,000**  We welcome applications from:   * Individual practitioners * Registered charities * Constituted community groups * Community Interest Companies (CIC) * Charitable Incorporated Organisation (CIO) * Other not-for-profit organisations   Partnership bids are also accepted  Applicants will need access to a dedicated bank account.  All initiatives should be in and around stations **managed** by Great Northern, Southern and Thameslink.  The GTR network map can be downloaded [here](https://www.southernrailway.com/destinations-and-offers/where-we-travel-to/our-routes)  The grant is not an offer of employment or a payment for services, but is a charitable grant and should be managed as such |
| Individual/Company / organisation name |  |
| Company or charity registered number | If registered |
| Which Station Partner Support Grants you are applying for? | **Art/Creative projects**  Or  **Horticulture/Environment projects** |
| Contact name | Contact details, should we need more information about the project. |
| Email address | Contact details, should we need more information about the project. |
| Contact Phone Number | Contact details, should we need more information about the project. |
| Proposal for the Station Partner Support Grants | The YSYC fund is focussed on proposals that will bring improvements and benefits on issues that are important to and impact local communities and the railway.  The Station Partner Support Grants will **support Community Rail and Station Partners** volunteering at stations on the GTR network and also to develop **at least three new projects** in partnership with new groups or as an individual practitioner, with a focus on the additional activity during 2025 for Railway 200  Our wider priorities areas for YSYC funding are:   * Positive mental health * Diversity and inclusion * Employability and confidence building * Environment and sustainability * Creating a welcoming station environment * Railway 200 – for this year we have added a special category for all projects relating to the Railway 200 celebrations – [Railway 200](https://railway200.co.uk/)   For further detail see below  The main tasks for the Station Partner Support Grant holder will consist of:   * Working with the existing Community Rail and Station Partners across the GTR network to identify their needs and adapt projects to meet these needs * Work with a range of community groups to identify their needs and assist in creating projects to meet these needs * Developing at least three independent projects * Negotiate with community groups to see what they would like to use for the project * Design and deliver programmes and workshops to engage different communities * Teach different skills/techniques through workshops and classes * Help groups to develop projects for their own community * Project manage events, including the setting up, monitoring and evaluation of the project   Possible   * Offer advice and support to community groups on fundraising and forming projects * Liaise with a variety of people and organisations including local authorities, schools, companies for sponsorship, freelance professionals, and specialist workers * Support volunteers   The Station Partner Support Grants also include free train travel on GTR services for one named individual across the GTR network for the year |
| Subject Areas: | The subject areas the YSYC fund supports are those challenges and issues that are important to and impact our local communities and the railway. You should clearly demonstrate your engagement and impact in ***one primary area***; you may also wish to indicate other areas where your proposal would have a secondary or complimentary impact; in particular the work around [Railway 200](https://railway200.co.uk/)  The areas are:  ***Enhancing our stations to be a welcoming environment***  The key themes in this area are:   * **Regenerating redundant station spaces** for community use; providing space for activities that enrich the local community and bring the station estate back into use. * **Creating a welcoming environment for our stations** **and enhancing our customers’ experience** – engaging with hard to reach groups and/or addressing issues such as ASB; hate crime; violence and intimidation against women and girls and young peoples experience. We want to see projects that have wider social impact; creating activities, observances or other visual cues that let minority or underrepresented groups know that they are welcome and their particular needs/experiences have been considered.   ***Railway 200***  In 2025, Railway 200 celebrates the 200th anniversary of the modern railway. To support this cross-industry initiative, we are including a special category for projects that help us tell and inspire the rail’s remarkable past, its role today, and its importance to a sustainable future. To find out more information about this initiative, please visit [Railway200 website](https://railway200.co.uk/).  ***Positive Mental Health***  Mental health activities that encourage:   * **Working with local partners** **to signpost and/or refer people** to support services or initiatives that have a positive impact on people’s wellbeing. * Connecting people together to take positive **action to prevent suicide**, an issue that has devasting and far reaching impact on people, customers and communities. * **Using the station space to communicate positive mental health messaging**, to both customers and colleagues: that positive mental health is something we can all support and work towards, that ‘it’s okay not to be okay’, and that help is always available.   ***Diversity and Inclusion***  Our ambition is to create an inclusive culture where customers and colleagues feel able to be themselves and feel they belong to, and can add value to, their local communities.  Support for community projects that:   * Create opportunities for groups that are often socially and/or economically excluded – in particular looking at digital exclusion and addressing ASB; hate crime and violence and intimidation against women and girls within those groups * Build on the strengths and knowledge already existing in the communities we serve; * Facilitate spaces or events where parts of communities that are often separated can come together, building relationships, and learn from/support each other for everyone’s benefit.   ***Employability and confidence building***  Schemes that promote employability and education, in economically and/or socially excluded groups, by:   * Investing in skills development for now and the future * Working with socially and economically excluded groups to develop social enterprise within those communities * Working with young people to create positive opportunities and addressing such issues as Anti-Social Behaviour.   ***Environmental Sustainability***  Supporting environmental projects that address the climate crisis through:   * Programmes that help in reducing emissions and/or increase recycling, helping us get us to a carbon-zero future * Conserving and restoring natural spaces * Encouraging sustainable mobility shift to encourage customers to make greener choices to travel by rail and getting to our stations sustainably - by bike, bus, foot or electric car. |
| Project scope | Please ensure that you have answered these questions:   1. What is the identified need? 2. What positive changes would your engagement make to the lives of people who use your project/service? 3. How will you measure and report on the positive changes and demonstrate social value? |
| Aims & activities / background | Tell us about:   * Yourself and/or your organisation, and its experience of working with communities * The impact of your previous work * Why you are confident in your ability to make your proposed project for the Station Partner Support Grant succeed? |
| Project benefits | This should include an overview of what a successful project looks like and how that success will be captured and measured. |
| Risks and mitigation measures | Please provide a breakdown of any known risks to your project and mitigations you will put in place.  Please also indicate any statutory consents that you are aware of that will be needed. And how you will achieve them. |
| Budget outline | Please give an indicative budget of how you expect to spend the budget over the year – in particular the apportionment to fees, materials and any capital costs.  There is a Project Budget Sheet (Excel) available to help set out your costings if required |
| Timescales | A high-level breakdown of the key activities and timescales over the life of the project, should be included in this section. |
| How did you hear about the Station Partner Support Grants? |  |

Privacy statement

*We will only use your personal details to communicate with you in regards to your application. Your data will be stored securely, it will not be processed for any other purpose, and it will not be shared with anyone outside GTR. We will keep a record of your data for the next funding round. If you would like to be excluded from the list for any future potential funding, and have you details removed from it, please contact us* [**community@gtrailway.com**](mailto:community@gtrailway.com).

**Notes - Important**

* Click here if you wish to have further information on our [Station Partner programme](https://www.southernrailway.com/about-us/corporate-and-social-responsibility/communities/station-partners)
* Please save your bid in the YSYC Station Partner Support Grants Application Form in Word format – NOT PDF
* **Please make sure you have read all the guidance notes**
* Please keep to the 8 page limit
* Please ensure that you have answered all the questions as set out in this guidance and listed on the application form
* **If you have any questions about the guidance or the suitability of your project please do get in touch** – we will attempt to get back to you as soon as possible.

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