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GUIDANCE NOTES FOR ADULT APPLICANTS

Introduction

Mentor UK is a registered UK charity that works in conjunction with its partners in the International Mentor family. Our mission is identical: to focus on the prevention of drug misuse in our efforts to promote the health and wellbeing of children and young people and to reduce damage to their lives.

The Mentor UK CHAMP Awards (Promoting Children's Health through Alcohol Misuse Prevention), was launched very successfully by Mentor UK in 2006 with support from Diageo Great Britain, as part of their commitment to educating young people on the dangers of alcohol misuse. This Awards Scheme is held every two years and recognises and promotes excellence in the provision of alcohol misuse prevention projects with children and young people in England, Scotland and Wales.

The 2010 Mentor UK CHAMP Awards will continue to recognise effective practice and merit in those projects which aim to promote excellence in addressing the risk factors which can lead to problematic alcohol use and advancing the protective factors. This year we want to hear from projects and initiatives that work with children and/or young people (14 years of age or under)

Projects might be as diverse as young people putting together a website on a home computer, classroom work in schools, sports schemes or mentoring projects in the community.

A summary of what is meant by effective practice in alcohol misuse prevention and case study examples of previous winners can be found in the Mentor UK handbook 'First Measures: a guide to alcohol misuse prevention work with children'. A copy can be downloaded from the CHAMP Awards website along with DVDs of all previous winners.

Aims of the Awards Scheme

- To support the provision of effective alcohol misuse prevention projects for children and/or young people (14 years of age or under).
- To promote healthy attitudes and behaviours in children and/or young people (14 years of age or under).
- To give public recognition for excellence in alcohol misuse prevention for children and/or young people (14 years of age or under).
- To disseminate effective practice in alcohol misuse prevention for children and/or young people (14 years of age or under).

The Awards

There will be three project Award winners, one from each of the following categories:

- Schools¹
- Communities²
- Young People's Involvement³ ('young people' = 14 years of age or under)

The three project category Award winners will each receive cash awards of £10,000 at an Awards Ceremony which will take place in London in November 2010. This money can be spent in any way that the recipient feels is beneficial to the work they do with children or young people.

In addition to this, each of these three winners will also receive up to £10,000 worth of mentoring/practical consultancy support in 2011. This mentoring/practical consultancy support will help embed, develop and share the effective practice from the award winning projects. Part of this mentoring/practical consultancy support will include assistance in sharing their ideas and experiences on the new Mentor UK CHAMP Awards website.

The total Award fund is therefore £20,000 for each of the three category winners with the other nine shortlisted finalists receiving cash awards also.

Project Guidelines

- Applicants for these Awards could be anyone, (adults, children or young people), working on an alcohol misuse prevention project which includes children and/or young people (14 years of age or under).
- Applicants should indicate the age group or groups that are the ultimate (or primary) focus of the project.
- Projects should be targeted mainly at children and/or young people (14 years or under).
- The project should also seek to promote the health and well-being of the children and/or young people (14 years of age or under).
- If an applicant works in local communities, but is part of a larger national organisation, they should specifically describe how their work makes a difference on a local/regional level. Likewise if an application is being made from the head office of a national organisation the emphasis in their application should be on their national campaigns/strategies.
- The Application should illustrate how the project is based on evidence of effective practice where appropriate. This might include the aims and objectives, how the project helps develop young people's social skills and whether parents/carers are involved.

¹ Project taking place in any school for the instruction of children and/or young people and run by adult(s).

² Project taking place with children and/or young people outside a school setting, and run by adult(s).

³ (a) Children/young people (14 years or under) thought of the idea and also run the Project; **or** (b) Children/young people (14 years or under) thought of the idea and run the project with the help of adults. There may be adults involved helping out, or offering advice or support; **or** (c) Adults thought of the idea and may decide how the project is carried out, but it is the children/young people themselves (14 years or under) who lead the project.

Further information on effective practice can be found in the Mentor UK handbook 'First Measures: a guide to alcohol misuse prevention work with children'. A copy can be downloaded from the CHAMP Awards website.

The Process

- All applicants should complete the Application form and send it as an e-mail attachment to champawards@mentoruk.org by April 21st, 2010. Please put the word 'Awards' in the subject line of the e-mail.
- Supplementary material can also be included, but that too should be sent electronically and attached in the same e-mail as the original Application.
- Alternatively a paper copy of the Application along with any supplementary material can be posted to the following address: Derek Ferguson, Mentor UK, 74 Great Eastern Street, London EC2A 3JG.
- These submissions will then be reviewed by a Panel of Experts and a shortlist of twelve finalists, (four finalists from each of the three categories), will be announced on June 3rd, 2010.
- These twelve finalists will then be asked to make a short DVD of their projects for final consideration by a Selection Panel of children and young people aged 14 years or under. Support for the making of these DVDs will be made available from Mentor UK, if required. Deadline for receipt of DVDs – October 3rd, 2010.
- All twelve finalists will be invited down to an Awards Ceremony in London at which the names of the three winners will be announced. This event will take place in November, 2010.
- The best case study examples, (in the Selection Panel's opinion), of promising practice from all those who entered the Awards, will be showcased on the Mentor UK CHAMP Awards website.

Eligibility

- Anyone can nominate and applications are welcomed from individuals, educational establishments, clubs, associations, non-governmental organisations, voluntary organisations and not for profit organisations in England, Wales or Scotland. You can make an Application on behalf of your own project or on behalf of someone else's project.
- Where several Applications for one project are submitted by different applicants, only the original implementer will be considered.
- Applications must be filled out in English.
- Applications received after the deadline will be rejected.
- The main aim of any project must be alcohol misuse prevention which might include other issues as well, for example keeping healthy through sport, illegal drugs, etc.
- Projects must be targeted, although not necessarily exclusively so, at children and/or young people (14 years of age or under).
- Projects must be School based, Community based or based on Young People's Involvement.

- The project must still be in existence at the time of the Award submission or have been completed within the last two years.
- By entering these Awards you are agreeing to take part in any publicity associated with these Awards.
- Applicants from previous years are welcome to re-apply.

Deadline

- The Application must be e-mailed to champawards@mentoruk.org no later than April 21st, 2010. Please put the word 'Awards' in the subject line of the e-mail. Remember you can attach supplementary information that is relevant to your project, in the same e-mail. However, if possible, please make sure that any attachments you e-mail don't exceed 2MB in total
- If you would rather not e-mail then download the Application form, complete it and post a paper copy, along with any other information you think is relevant, to the following address: Derek Ferguson, Mentor UK, 4th Floor, 74 Great Eastern Street, London EC2A 3JG. Again, the deadline for this is no later than April 21st, 2010.