

OCB1	(2)Contracts won	Confirmation from funder					2				1	3
OCB2	Funding secured	Confirmation from funder									£100,000	100000
OCC1	(6) Saturday Night Urban Arts events Dissemination of high quality practices	Copy guidance/ toolkit/ training material/ website				1	1	1	1	1	1	6
OCC2	Take up of practices /recommendations across the sector	Confirmation of organisational take-up /integration in strategic plans following dissemination / representation					1				1	2
MILESTONES												
MSG2	Progress Reports	Approved Reports Submitted by Qtrly Deadline										0
MSA1	Staff Recruited/Seconded	Staff contracts/JDs	1	1	1	1	1	1	1	1	1	8
MSA3	Steering groups YSDF programme a regular item at quarterly Soft Touch management board meetings and monthly directors meetings	Steering group terms of reference and minutes										3
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MSA4	Project management system set up in Q1 and reviewed at quarterly management meetings and end of Year 1	Tracking /monitoring system, risk assessment, quality assurance strategy, budget	1	1	1	1	1	1	1	1	1	8
MSA5	Engagement strategy and risk management of activities so that alternative approaches can be implemented if any of the activities are not hitting targets	Engagement strategy and updates	1	1	1	1	1	1	1	1	1	8
MSA6	Involvement of young people in decision-making	Forum/ meeting/ interview attendance sheets and record of actions taken				1	1	1	1	1	1	7
MSB1	Review of Integrated Support in line with Delivery Profile	Notes of review and approval of support proposals/significant changes as required				1						1
MSB2	Business strategy and planning	Business plan/ strategy showing objectives in relation to new sustainable funding strategies	1						1			2
MSB3	Research /analysis of additional need/demand; scoping of new activity	Copy of research/ analysis results and recommendations; Copy of report on feasibility and impact						1		1		2
MSC1	Evaluation of project	Independent evaluation including results against proposal, impact including Aiming High indicators, stakeholder and partner feedback and lessons learnt	1					1	1		1	4