**YPI Scotland**

**Student Workbook**

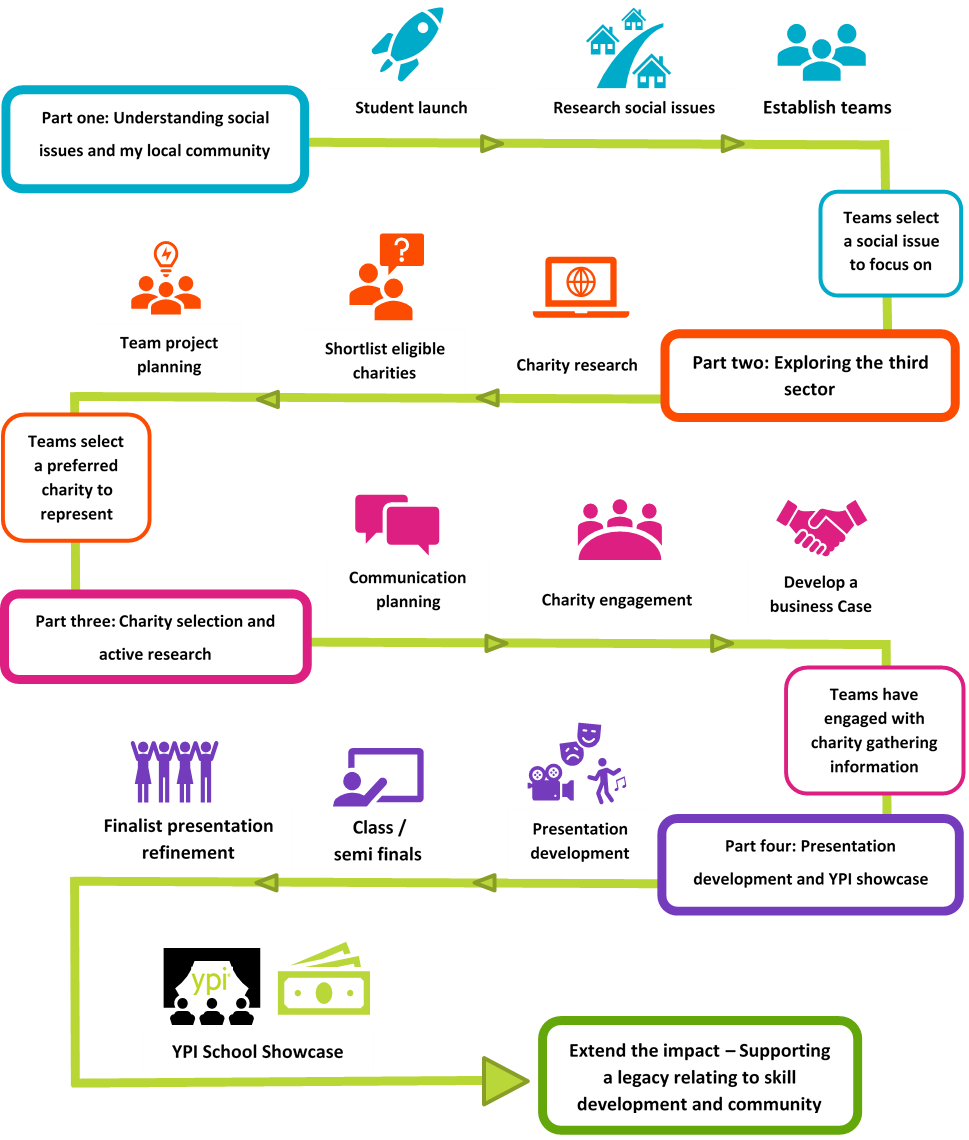
2023/2024 edition

Name:

Class:

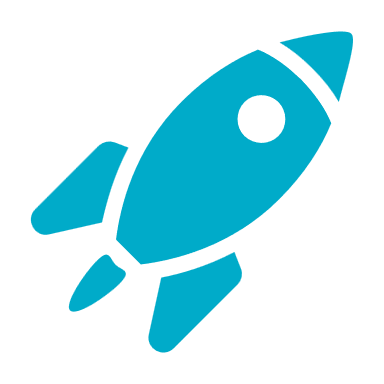
Teacher:

During YPI you will complete the following:



Part one:

Understanding social issues and my local community



**Student launch**

**Establish teams**

**Teams select a social issue to focus on**

**Understanding social issues and my local community**

**Research social issues**

YPI provides an opportunity for you to make a difference about something you care about - think about your values and the school’s values.

As a team, discuss and record the social issues that you are all passionate about and why. This will help you to begin the process of selecting a charity. You may wish to revisit your Diamond 9 and/or social issue window, that you completed earlier.

|  |  |  |
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|  | **Social issue** | **We are passionate about this because:** |
| 1 |  |  |
| 2 |  |  |
| 3 |  |  |
| 4 |  |  |
| 5 |  |  |

1. The social issue we have chosen is: ­­­­­­­­­­­­­­­­­­­­­­­

1. This issue is important to our team because:
2. Who is impacted by this social issue in our community?
3. How are individuals, families and the community impacted by this social issue? Consider both short term (days and weeks) and long terms (months and years).
4. What are some causes of this social issue?
5. How is this issue connected to other issues in the community?
6. Find and list the names (as many as you can) of charities in your local community that are already working to address your social issue. *Try to broaden your search to help you find lesser-known charities that also need support.*

b.

c.

d.

1. List two interesting examples of work that charities are doing to address the social issue in your community:

Keep a record of the sources your team uses to find information (e.g., registered charity database, government websites, charity websites, community centre, family/friends, etc. This will come in handy later!)

**Please note:**

Everyone has the right to share their voice, experiences, and perspective. However, you should not feel pressured to reveal personal issues during YPI.

More information on self-care and the impact on those around you during YPI is available in “[YPI self-care and those around me](https://ypiscotland.org.uk/wp-content/uploads/Self-care-and-those-around-me.pdf)” which can be found on the Student Zone of the YPI Scotland website - <https://ypiscotland.org.uk/student-zone/>

**Reflect on the skills listed below, then consider the following questions:**

**Focusing**

**Work with others**

**Create change**

**Manage yourself**

**Feeling**

**Curiosity**

Concentrating

Engaging

Sorting

Filtering

Social conscience

Empathy

Respect

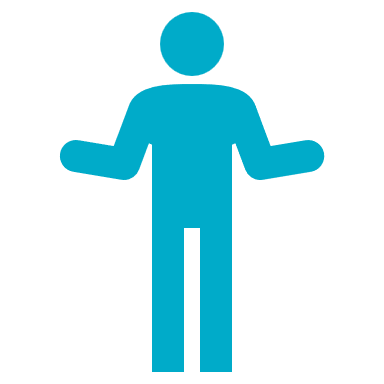
Sense of responsibility

Observing

Questioning

Researching

Recognising problems

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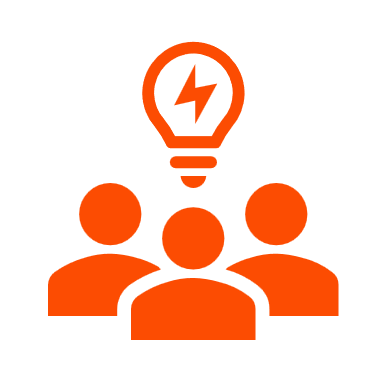
**What skills have I used during part one of the process?**

**What did I find difficult or challenging during part one? What did, or could have, help me to overcome these difficulties?**

**Part two**

Part two:

Exploring the third sector



**Exploring the third sector**

**Charity research**

**Shortlist eligible**

**charities**

**Team project**

**planning**

**Teams select a preferred charity to represent**

**Task: Read the following charity profiles and then complete the Sample Charity Profile - Worksheet.**

**Charity profile 1: Village Foodbank**

We provide emergency food packages to local families and individuals. We provide nutritional support to people who cannot meet their dietary needs. We also provide advice on issues of housing, support, and abuse.

* Last year, we served up to 3,000 local individuals and families each month.
* The foodbank’s membership has increased by 53% in recent years.
* We have only one employee and rely on 50 committed volunteers to help run our foodbank.

What impact would £3000 make?

£10 would feed a family of four for one day. £3000 would feed 10 families every day for a month.

Testimonial:

*“I am a single mother with three kids, one with a disability. I lost my job three months ago, and now I’m working part-time. We visit Village Foodbank when we can’t make ends meet. I’ve never had to worry when we go there. I feel like Village Foodbank is not only a source of nutrition that has kept my children healthy; it’s also a community hub where people care, where kids feel safe, and where there’s dignity.”*

**Charity profile 2: Homebase Youth Services**

Our mission is to reconnect young people with their families after a period of crisis. We offer an emergency shelter, residential care, and treatment, as well as multiple programmes and services delivered by qualified staff.

* Emergency shelter – provides homeless people with food, accommodation and counselling.
* Residential treatment programme – provides accommodation, food, 24-hour support, and counselling for young people that are experiencing mental health difficulties.

* Our programmes offer a range of services designed to help young people become more independent and support them to make better choices in their lives.

What impact would £3000 make?

£10 would pay for welcome kits for two new young people who move into the residential programme. £3000 would cover the costs of a six-week group counselling programme in Anger Management for eight young people.

Testimonial:

*“Homebase Youth Services has benefited me in ways that are indescribable; the programme literally saved my life and future. I walked into the programme as a lost young woman with no money, no connections, and no options. Now I am a strong independent woman with goals and a bright future. Homebase gave me the guidance I needed to become the person I am today.”*

|  |  |  |
| --- | --- | --- |
|  | **Village  Foodbank** | **Homebase  Youth Services** |
| What social issue/s does the charity focus on? |  |  |
| What services does the charity offer? |  |  |
| Who does the charity help? |  |  |
| What impact would £3000 make? |  |  |
| What positive impact is the charity making in the local community?  *(think about short term and long term)* |  |  |

Considering the charity profiles, which charity would you choose to grant £3000 to and why?

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Charity #1** | **Charity #2** | **Charity #3** |
| Name of charity |  |  |  |
| Proof of charitable status [(OSCR number)](https://www.oscr.org.uk/) | **SC0** | **SC0** | **SC0** |
| Does it provide social services directly to the local community? (Yes/No) |  |  |  |
| How does the charity help people? |  |  |  |
| What are the outcomes of the charity’s activities?  (e.g. Think about the positive impact on individuals, families and the community) |  |  |  |
| Is there anything that your team feels is unique or special about the charity? |  |  |  |
| (If available) what is the charity’s budget? |  |  |  |
| What local impact could the charity make with a YPI grant? |  |  |  |
| Do you think your team would be able to visit this charity?  (Yes/No) |  |  |  |
| Sources of information |  |  |  |

To be eligible for a YPI grant, charities must meet the following criteria:

|  |  |  |
| --- | --- | --- |
|  |  | **Checkmark with solid fill**Do the shortlisted charities meet the criteria?  Close with solid fill  or |
| Neighborhood | Community based:  The charity provides support and services directly to people in my **local community**. |  |
| Group | Social:  The charity must provide social services, meaning it provides immediate assistance to those with basic needs and promotes the **wellbeing of people**. |  |
| User network | Local impact:  The charity is located in and provides services for people in the local community. National charities may be considered if your team can demonstrate how the £3000 would be used to directly impact people **locally**. |  |
| Internet | Registered:  The charity must be **registered with OSCR** and have official charitable status. Visit[**www.oscr.org.uk**](http://www.oscr.org.uk/)to check. |  |

Team members’ names:

Social issue:

Our chosen charity is:

OSCR number of chosen charity:

**The countdown to presentation day is on! Work backwards from presentation day to fill in your project deadlines.**

|  |  |  |
| --- | --- | --- |
| **Step** | **Deadline** | **Done** |
| 1. Review the [judging criteria](#YPI_judging_sheet) as a team |  |  |
| 1. Contact the charity to set up a site visit or interview |  |  |
| 1. Prepare interview questions |  |  |
| 1. Complete online research on your charity |  |  |
| 1. Visit and interview charity |  |  |
| 1. Send a thank you email or note to the charity |  |  |
| 1. Brainstorm how you will create your presentation and assign tasks |  |  |
| 1. Bring together all parts of the presentation (e.g. videos, performances, scripts, etc.) |  |  |
| 1. Rehearse presentation with the whole team |  |  |
| 1. Presentation day in class |  |  |
| 1. Provide update to charity about the outcome of class presentation |  |  |
| 1. YPI Final Showcase |  |  |
| 1. Provide update to charity about the outcome of school final |  |  |

\*Be sure to contact your chosen charity at least 1-2 weeks before you want to make a site visit. *Remember to respect their time – the number one reason students are not able to visit charities is because they ask at the last minute.*

**Reflect on the skills listed below, then consider the following questions:**

**Adapting**

**Work with others**

**Create change**

**Manage yourself**

**Communicating**

**Sense making**

Positive attitude

Reflecting

Being resilient

Persevering

Listening and reading

Talking and writing

Working with technology

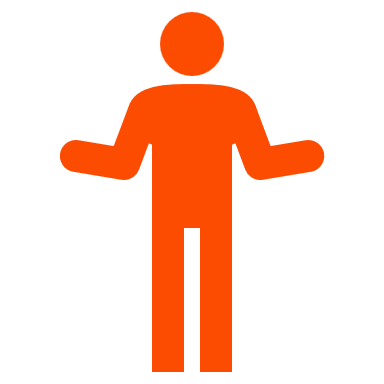
Giving information

Receiving information

Analysing

Understanding

Recognising opportunities Recognising patterns

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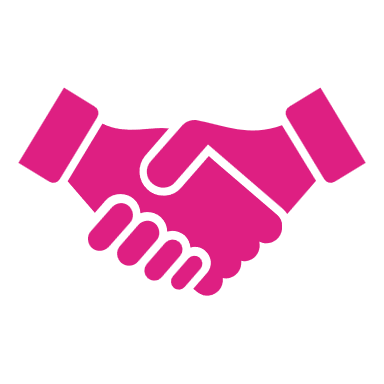
**What skills have I used during part two of the process?**

**What did I find difficult or challenging during part two? What did or could have helped me to overcome these difficulties?**

**Part three**

Part three:

Charity selection and active research



**Charity selection and active research**

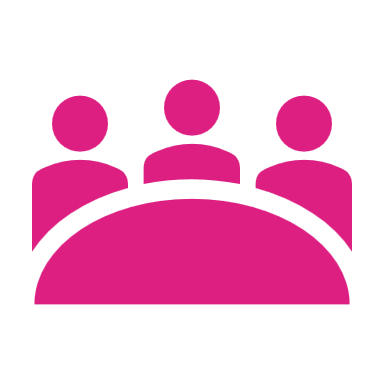
**Teams have engaged with charity gathering information**

**Communication**

**planning**

**Charity engagement**

**Develop a business case**



Charity name: Social issue addressed:

To be eligible for a YPI grant, a charity must be OSCR-registered, positively impact the local community, and provide social services directly to people. Does the charity meet the YPI grant requirements?

***Yes / No / Unclear***

**Note**:

Judges may ask clarifying questions after each presentation.

To cover the criteria below, presentations will likely be between 6-10 minutes in length.

All team members should be actively involved in the presentation in some way.

Videos and other material used in presentations should be original creations by students. Limited use of professional and charity-produced media is permitted, but whether their use was effective will be at the discretion of the judging panel.

|  |  |  |  |  |  |
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|  | **Very  Effective** | **Effective** | **Somewhat Effective** | **Not  Effective** | **Not**  **Present** |
| **Knowledge and connection** | | | | | |
| Clear understanding and **knowledge of the social issue** |  |  |  |  |  |
| Knowledge of chosen charity and services provided, including an explanation of the **positive outcomes** for the **local community** |  |  |  |  |  |
| Evidence of **engagement with the charity** |  |  |  |  |  |
| **Passion** | | | | | |
| Passionate case for why their **social issue and charity are important** |  |  |  |  |  |
| Explanation of how they were **impacted by taking part in YPI** |  |  |  |  |  |
| Explanation of how they have used or plan to use their skills and time to **do something helpful** |  |  |  |  |  |
| **Business case** | | | | | |
| Clarity on **how the £3000 will be used** including the LOCAL impact – specific & measurable |  |  |  |  |  |
| **Presentation skills and creativity** | | | | | |
| Effective and well-structured presentation |  |  |  |  |  |
| Creative elements to the presentation |  |  |  |  |  |
| Speaking with clarity and enthusiasm, using eye contact & body language effectively |  |  |  |  |  |
| Overall impressions/notes: | | | | | |

Prior to connecting with your charity, it is important to fully understand the success criteria for the YPI programme. Review the [Judging Sheet](#YPI_judging_sheet) and answer the following questions:

|  |
| --- |
| **Knowledge, connection, and passion** |
| **Knowledge of and passion for the social issue**   * Why does your team believe the social issue is important? * How have the team been impacted by the research? What shocked/surprised you? |
| **Knowledge of and passion for the chosen charity and services provided**   * What are the charity’s beliefs and/or values? * What services does the charity provide? * What positive impact is the charity having on the local community? * Are there case study examples which demonstrate the positive impact? If you can’t find any through your research, ask the charity if they are able to share these when you speak with them. |
| **Evidence of engagement with the charity -** **YPI is not an online exercise.**   * How can you effectively engage with your charity? Can you arrange to meet them in person? * How could you use your skills and time to make a positive impact (for the charity or on your chosen social issue)? |
| **Business case** |
| * Do you have ideas of how the £3000 grant could benefit your local school community\*? If so, prepare to discuss this with the charity when you speak with them.   *(\*Example: A team identified that there was not a youth counselling service in their local town, with the closest being a 1 hour drive away. The team therefore asked the charity if it would be possible to use the £3000 to trial a drop-in service in the area. The team won the grant, and a drop-in service was set-up for the young people in their local community.)* |
| **Presentation Skills and Creativity** |
| **Effective, well-structured, creative presentation**   * What information would help you develop an impactful presentation? * Do you want to take pictures or film your charity visit or interview? If so, make sure to get permission from the charity first.   *Note: Any videos used in presentations should be original creations by your team.* |
| **Teamwork skills** |
| **Evidence of effective teamworking**   * How can all team members effectively contribute to the process and presentation? * How can you support one another throughout the process? |

Use the following to help you plan how best to contact your charity and set up an interview, meeting or site visit.

1. **Who?**

Determine the best person to speak with and find their name where possible.

*Some sample job titles include: Fundraising Coordinator, Programme Coordinator/Manager and Executive Director.*

Our contact person: Job title:

Email: Phone number:

1. **Why?**

Explain clearly who you are, which school you attend. Explain the YPI process and why your team has chosen their charity to represent.

Our team chose this charity because:

**3. When?**

As a team, arrange three dates/times when you are all available to visit your chosen charity and have these at hand when you make the call so that you can give the charity some options.

Three dates and times our team is available are:

1.

2.

3.

**Don’t procrastinate!** Call your charity as soon as possible. It can take time to organise a convenient time to visit your charity. Don’t expect them to available for a visit the day after you call.

**Don’t be discouraged** if your top choice is unavailable or does not return your phone calls/emails: contact another great charity from your shortlist.

1. **How?**
2. Decide with your team how you are going to reach out to the charity – email or phone.
3. Use the [Charity Interview Planning Worksheet](#Charity_Interview_Planning) to help ensure you are well prepared.

Top tips:

* Prepare and practice a script for your telephone conversation.
* Be clear and organised.
* Be polite, professional, and enthusiastic.
* Show your interest and knowledge of the charity’s work in the community.
* Show respect for the charity employee’s limited time; thank them for speaking with you even if they say that they are unable to participate in your project.
* Do not email your interview questions to the charity. They are very busy working hard to help the community and it is unfair to ask them to do your work for you.
* Ask if the charity needs any help, offering to do something that adds value to why they would like meeting with you (volunteering / donations / raising awareness / event support)

Our team’s script for phone calls:

**Confirmed site visit date and time:**

**Name of person we will meet:**

**Address of charity:**

We want you to make the most of the opportunity to meet with your charity. Before you see them, there are a few things that you could think about:

* How could your team build a strong relationship with the charity and its staff?
* What questions can your team ask that will help you to understand the charity and its impact on the local community?
* What questions can you easily find answers to on their website before you meet?
* Are you allowed to take photos or video?

Review the [YPI judging sheet](#YPI_judging_sheet) so you know what information you need to gather.

**Consider the following questions:**

**Who is the charity? How do they help?**

* Why did your team choose this charity? (Refer back to [Shortlist of three charities](#Shortlist_charities))
* How can your team find out more about the charity’s mission/services during the interview?

**What impact is the charity making?**

* How can your charity interview help you to learn about the positive impacts that it makes for people in the community? (e.g., statistics, testimonials, photos, video)
* How can your team use your interview to understand the ways your charity helps to make a short-term and long-term impact on the social issue?
* In what ways can your team show your audience the impact that the charity can make with a £3000 YPI grant? Would filming the visit or taking pictures support your presentation?

**How can we all help to change things for the better?**

* Think about your social issue now, does your team understand how everyone can help to make a positive difference in your own community? What actions could be taken? How can the charity interview help you to understand this more?
* Will your team have opportunities to volunteer for your charity to give back and learn more through experience? Do your team members have any special skills that you can offer to help?

**Complete the following in preparation for your charity contact:**

|  |  |
| --- | --- |
| **What we already know** | |
| **Interview questions** | **Notes from interview** |

**Reflect on the skills listed below, then consider the following questions:**

**Initiative**

**Work with others**

**Create change**

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**Manage yourself**

**Collaborating**

**Critical thinking**

Being resourceful

Self-motivation

Taking responsibility

Decision making

Building relationships Teamwork

Compromising

Cooperating

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Compromising

Cooperating

Networking

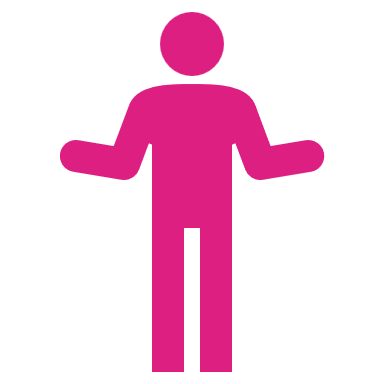
Supporting

​​​​​​​Logical thinking

Using judgement

Evaluating

Problem solving

****

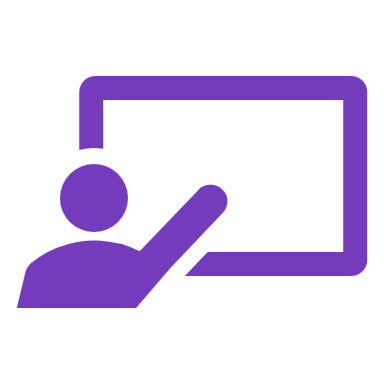
**What did I find difficult or challenging during part three? What did or could have helped me to overcome these difficulties?**

**What skills have I used during part three of the process?**

**Part four**

Part four:

Presentation development and Final Showcase

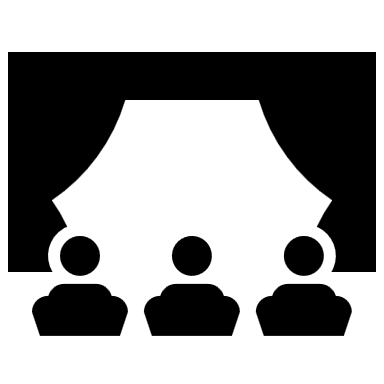
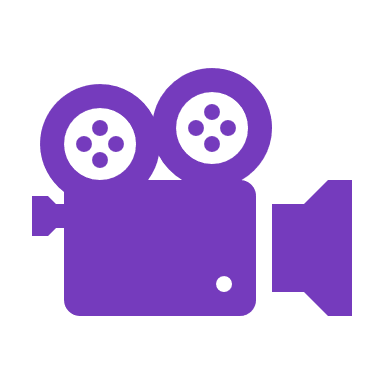


**Part four: Presentation development and YPI showcase**



**Presentation development**

**Class / semi finals**



**YPI Final Showcase**



**Finalist presentation refinement**

Consider your team’s interests and skills and how you could communicate information about your social issue and charity in an engaging way. How could you use the following?

* **Posters or infographics**: Share key message, facts in a visually impactful way.
* **Spoken word:** Make an emotional impact through stories, poems, monologues, or rap
* **Video or animation**: Could you film your visit to the charity (ask permission)?
* **Emotive music or dance:** Dance and music can be highly effective ways to tell a story.
* **Prepare a role play**: Support the audience to better understand the issue and services.
* **Presentation software**: How can you use of infographics to make these engaging. (Limit the text per slide - the slide should not have your script on it!).

**Note down some ideas here:**

**Think about the following questions**:

If the audience remembers one fact or one piece of information, what would you want it to be?

What is your closing message to the audience? What do you want the audience to do now?

Your teacher will now play some examples of creativity through YPI; what makes them persuasive, impactful, and engaging?

|  |  |  |
| --- | --- | --- |
|  | **Example one** | **Example two** |
| Are you left with a clear understanding of the social issue and the impact it is having on the community? |  |  |
| What made you pay attention? |  |  |
| How is the story built up? |  |  |
| Do you feel connected to the social issue/charity? |  |  |
| What was the closing message and call-to-action? |  |  |

**Reflect on the skills listed below, then consider the following questions:**

**Initiative**

**Work with others**

**Create change**

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**Manage yourself**

**Collaborating**

**Creativity**

Being resourceful

Self-motivation

Taking responsibility

Decision making

Building relationships Teamwork

Compromising

Cooperating

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Compromising

Cooperating

Networking

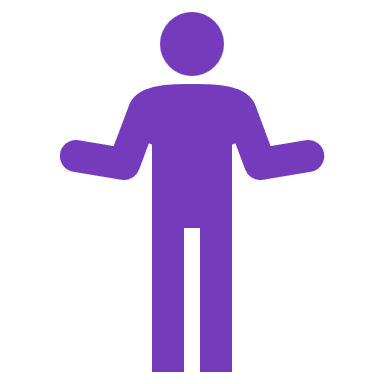
Supporting

​​​​​​​Imagination

Generating ideas

Designing and innovating

Being resourceful

****

**What now?**

**What skills have I used during part four of the process?**

**What did I find difficult or challenging during part four? What did or could have helped me to overcome these difficulties?**

**Remember!** Follow-up with your charity and let them know how you got on.



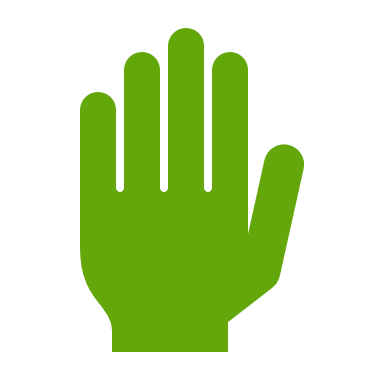
**Head: What did you learn through participating in YPI?**

* What knowledge did you gain?
* What skills did you develop?



**Heart: How did participating in YPI make you feel?**

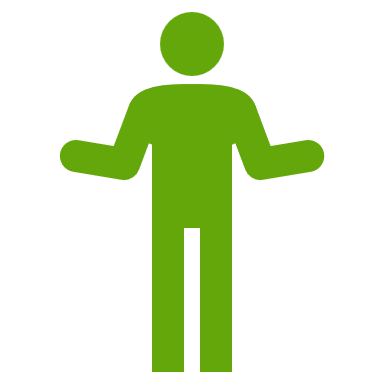
* What kind of emotions came up for you during your experience?
* What did you learn about your values through YPI?



**Hands: How has YPI changed your behaviour?**

* How have your attitudes towards social issues/people in need changed?
* How will you help your community moving forward?

The following worksheet aims to support you to reflect on the skills you have developed throughout the YPI process.

****

**What skills have you used during the YPI process?**

**Do you feel your YPI experience helped you to develop or improve any of these skills?**

**Following YPI I plan to support my community by:**

*(note your commitment could be a small every-day action like making a point to raise awareness of the social issue/charity; or a promise to stay engaged with the charity; or something over the longer term, like paying attention to local policies.)*