

**THIS FORM IS FOR THIRD SECTOR AND CHILDCARE PROVIDERS (INCLUDING PRIVATE PROVIDERS) USE ONLY**

**SUMMER PROGRAMME FUND 2022  
INFORMATION SHEET FOR APPLICANTS**

Our Council are looking to work and collaborate with local third sector and childcare organisations to deliver free activities during the Summer School Holidays 2022 (Saturday 2<sup>nd</sup> July– Sunday 21<sup>st</sup> August).

This funding is specifically to provide free activities for children and young people in Dumfries and Galloway (we are looking to provide activities across as many communities as possible). This funding is to provide children and young people, aged 5-14. The programmes should enhance equity by widening opportunities for children from low-income families to play, socialise, get active and access a range of activities that broaden their experiences, supplement their learning and deliver positive outcomes and integrating food provision wherever possible and be focussed on children and young people within our priority groups.

Applications are invited from both third sector and childcare organisations.

There is a fund of £135,000 available. There are 2 pots of funding:

- General Grants Pot: £115,000 available- Maximum applications of £20,000
- Small Grants Pot: £20,000 available- Maximum applications of £1,000

There is no match funding requirement for this fund.

Applications can include capital costs, but these must not exceed 10% of the total funding requested, any capital costs should be detailed within your application.

Capital Costs	Costs associated with the purchase of new equipment, buildings, land, furniture etc	Should not exceed 10% of total funding requested
Revenue Costs	Costs associated with the normal day to day delivery of activities (staffing costs, equipment and venue hire charges, resources, entry fees etc)	Should be no lower than 90% of the funding requested

All activities funded must:

- Be FREE for all children and young people up to the age of 14– funding cannot be used to subsidise costs.
- Be developed alongside children and young people- you should involve children & young people in co-designing the project.
- Be targeted at children and young people within one of the priority groups below:

<b>Lone Parent Families</b>
<b>Families which include a disabled adult or child</b>
<b>Larger Families (3 or more children)</b>

**Minority Ethnic Families****Families with a child under one year old in the household****Families where the mother is under 25 years of age**

- Take place between Saturday 2<sup>nd</sup> July – Sunday 21<sup>st</sup> August 2022
- Include substantial food element if planned activity lasts longer than 3 or more hours (food must be provided free of charge)
- Cannot be used to fund activity that would have already taken place without this funding (even pre-COVID), but can be used to fund additional activities, extensions or increase to existing activities.

**CO-DESIGN**

As this fund is aimed at children and young people, they will play a key role in determining the allocation of funding. As such, all applications will be scored by a panel including children and young people who have the power to decline any application that they feel does not provide the right type of activity (they have the authority to 'say no' to any activity they feel would not be of interest to children and young people in Dumfries and Galloway).

The children and young people from the co design groups have identified the following key priorities that your planned activity must cover, and you should demonstrate how your activity meet one or more of these priorities within your application.

<b>Priority 1</b>	<b>Accessibility</b> This priority covers transport (bus or train passes, and taxi costs if the young person's home, or the venue is unreachable by public transport) and physical accessibility (where possible) to ensure there are a wide range of activities for young people with health conditions or impairments to participate in.
<b>Priority 2</b>	<b>Sports</b> <ul style="list-style-type: none"> <li>• Lessons or Classes i.e. Horse Riding, Boxing, Yoga, Dance, Skating, Water Sports etc.</li> <li>• Access i.e. Gym, Swimming, Ice Skating or Hockey, Curling, Golf, Rock Climbing, Football/Rugby Pitches, Go Karting, Paint Balling, Water Sports, Trampolining, Outdoor Activity Centres etc.</li> <li>• Spectator/Entry Tickets i.e. Football Matches, Competitions, Ice Hockey etc.</li> </ul>
<b>Priority 3</b>	<b>Culture, Arts &amp; Performance</b> <ul style="list-style-type: none"> <li>• Clubs, Workshops, Camps i.e. Dance, Theatre, Drama, Acting, Production, Stage Make-Up, Costume Design, Photography etc.</li> <li>• Skills Classes i.e. Pottery, Paper Craft, Jewellery or Silver Smithing, Drawing etc.</li> <li>• Access i.e. Cinema (Indoor or Outdoor), Museums, Galleries, Shows, Performances etc.</li> </ul>
<b>Priority 4</b>	<b>Recreation, Social &amp; Learning</b> <ul style="list-style-type: none"> <li>• Events i.e. Discos, Dances, Proms, Band Nights, Fairgrounds, Comedy Nights etc.</li> <li>• Workshops or Lessons i.e. Survival Skills, Wild Camping Sessions, Driving Lessons etc.</li> </ul>

	<ul style="list-style-type: none"> <li>• Access i.e. Gaming, Arcades, Virtual Reality (VR), Escape Rooms, Soft Play, Laser Quest, Zoo or Safari Parks, Self-Care or Beauty Treatments, Amusement or Theme Parks, Campsites, Residential Centres, etc.</li> <li>• Equipment i.e. Camping and Hill Walking</li> </ul>
<b>Priority 5</b>	<b>Food</b> <ul style="list-style-type: none"> <li>• Workshops or Lessons i.e. Cooking, Baking or Sugar Craft, Chocolate or Ice Cream Making, etc.</li> <li>• Access or Events i.e. Food Festivals or Markets, Cooking Schools etc.</li> </ul>
<b>Priority 6</b>	<b>Nature and Outdoor</b> <ul style="list-style-type: none"> <li>• Outdoor sessions i.e. Den building, pond dipping, treasure hunts</li> <li>• Trips i.e. Beach days, forest walks</li> <li>• Educational sessions i.e. travelling zoo, building bug hotel, science experiments.</li> </ul>

## GRANT INFORMATION:

1. The applicant should be the member of your organisation who will be available to answer any queries about this application.
2. The aims and purposes of the organisation should describe what your organisation is trying to achieve.
3. This funding can only be used for the costs for the Summer Programme Fund for ages 5-14 which take place between Saturday 2<sup>nd</sup> July and Sunday 21<sup>st</sup> August 2022. No funding can be carried over for use after this period.
4. The attachments requested are absolutely essential if your application is to be considered fully. Without the attachments, your application may be delayed and possibly rejected due to lack of information.

### Essential Supporting Papers – Checklist – **HAVE YOU ENCLOSED?**

- **CONSTITUTION or GOVERNING DOCUMENT**
  - **ACCOUNTS (AUDITED OR CERTIFIED ACCOUNTS IF ANNUAL TURNOVER IS OVER £100,000) or DETAILED ESTIMATE OF INCOME AND EXPENDITURE**
  - **ANNUAL REPORT (if available)**
5. If your organisation does not have a constitution, a member of the Council's staff may contact you once your application has been received to discuss the status of your organisation.
  6. Please ensure all appropriate information is supplied. Failure to do so may result in delay in consideration of your application. Remember to sign and date the application on behalf of your organisation.
  7. You will be required to report the actual uptake of the Amazing Summer programme and return any unused money to Dumfries and Galloway Council (see point 18 below)
  8. All successful applicants must attend 1 meeting event held by Dumfries and Galloway Council prior to the commencement of the programme (Tuesday 7<sup>th</sup> June 2022)
  9. Applications will not be accepted if the funding requested is for an existing programme/activity. Applications can be used to fund additional activities, extensions or increase to existing activities. You need to clearly show the additionality and increased activity that this funding will give
  10. All food provision must also be free and the child/young person must not be charged- you must make arrangements to ensure that this is supplied in line with all the guidance in relation to food provision.

11. You must agree to young people from the D&G Youth Council visiting your projects during the summer as part of the project evaluation.
12. You will be required to provide proof of expenditure for all aspects of your programme including providing invoices/receipts for any single item that costs over £250.
13. All activities will be included within a joint marketing campaign; you are required to promote this via your networks, unless the activity is for a closed group and has been agreed in advance.
14. You must provide logos and information for online promotion of activities.
15. You will allow young people from the co-production group to visit your programme to monitor activities.
16. Monitoring and evaluation must be completed and returned by 30<sup>th</sup> September.
17. You must submit photographs of your activities at the end of the programme as part of the monitoring.
18. You must record and submit the following details of all young people who attend:
  - a. Postcode of child/young person attending
  - b. Year of Birth
  - c. Which priority group do they fit within (See priority groups above)

You need to ensure that you have relevant approval to comply with GDPR to provide us with that information- the responsibility sits with the applicant for this.

19. Any monies that are not spent will be required to be returned to Dumfries and Galloway Council at the end of the programme.
20. If providing regulated childcare, you must be registered with The Care Inspectorate and staff must be registered with the Scottish Social Services Council or equivalent