

Holiday Activity & Food (HAF) Programme – Expression of Interest (EOI)

Solihull Council is seeking interest from organisations, to provide enriching activities and/or healthy meals which are free to access to children and young people in receipt of benefits related free school meals, during the School Summer Holidays 2021. This applies specifically to the period of 17th July to 29th August 2021.

Please read the guidance information before completing.

Part 1 - About your organisation:		
(Please complete all sections)		
1.1	Name:	
1.2	Address:	
1.3	Contact Name and Telephone Number:	
1.4	Email address:	
1.5	Organisation type:	
	Company (include company number)	
	Charity (include charity number)	
	Other (please state)	
1.6	Annual income in last financial year's accounts (Accounts should be made available on request)	
1.7	For the purpose of State Aid, can you confirm all other grants received in the previous three-year period.	
1.8	Are you currently receiving funding from Solihull MBC to provide a service via a contract or grant agreement? If yes, please provide details.	Yes/No

Part 2 - HAF Eligibility:

To be invited to the Full Application stage all applicants and projects must meet the minimum criteria for HAF funding. Please complete all sections.

2.1	Experience - what previous experience do you or your organisation have of providing activities and/or food to children and young people aged 5-16yrs?	
2.2	Enriching activities – please explain why your offer will be enriching for children and young people. This includes reference to how you might enable children and young people to develop new skills or knowledge, improve existing skills or knowledge, or to try out new experiences.	
2.3	Food: a. Are you able to provide at least one meal per session/day as part of your offer? This includes the provision of hot meals and food which is consistent with the school food standards.	Yes/No
2.3	b. Or if you cannot provide this requirement, are you able to accommodate the Council’s delivery of food and meals in your programme/offer? This will need to be accessible to all children and young people taking part in your activity, but only free to access for children and young people in receipt of benefits related free school meals.	Yes/No Or N/A
2.4	Nutrition: a. Are you able to provide nutritional education and learning opportunities for children and young people as part of your offer?	Yes/No
2.4	b. Or if you cannot provide this requirement, are you able to work with the Council to promote educational and learning opportunities to children, young people and parents?	Yes/No Or N/A
2.5	Partnerships and signposting: a. What established links and relationships does your organisation have with services and organisations that are providing information, advice and support to families concerning money, health, housing, employment, family and parent support?	
2.5	b. Are you able to work with the Council and other providers to develop and establish those links and relationships where they don’t currently exist or need strengthening?	Yes/No Or N/A

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2.6	<p>Data and monitoring - what systems do you have in place to record and monitor the participation, experiences and outcomes of children and young people working with or being supported by your organisation? This includes children and young people in receipt of free school meals, with additional needs, special educational needs or disabilities, for instance.</p>	
2.7	<p>Policies and procedures – please confirm that you have the following policies and procedures (please note that payments will not be made to organisations until evidence is provided of these policies and procedures):</p>	
	a. Safeguarding, including staff and volunteers being DBS checked and verified	Yes/No
	b. Health and Safety	Yes/No
	c. Accessibility and Inclusiveness	Yes/No
	d. Ofsted compliant (details available via https://www.gov.uk/guidance/childminders-and-childcare-providers-register-with-ofsted/registration-exemptions)	Yes/No
2.8	<p>Providers network – are you able and willing to work with SMBC and other providers to collectively develop the HAF offer and standards for children, young people and families living in Solihull?</p>	Yes/No

Part 3 – Project Information and Development:

This section won't be considered as part of your EOI but will inform the Council's summer planning and preparations. Please provide as much information as you are able to at this point in your planning.

3.1	<p>Briefly describe your HAF offer, including what you are intending to deliver, where, to whom, with whom, when and where</p>	
3.2	<p>Locations – please provide the postcodes (first four digits) and/or Wards which you intend to be delivering from or to?</p> <p>Also please provide details of any of the following:</p>	
	a. Venues that you can confirm you will be delivering from;	
	b. Public and community spaces, which the Council may support your access to and use of;	

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	c. Transport and travel arrangements you will be making or need to make for children and young people attending your offer.	
3.3	<p>Partnerships – please provide brief details of any partnerships you have in place to deliver your HAF offer, including:</p> <p>a. Delivery partners and providers;</p> <p>b. Schools;</p> <p>c. Public sector agencies like health, police, social care.</p>	
3.4	<p>Children and young people – please provide details of any groups of children and young people you will be specifically aiming to include in your offer:</p>	
	a. Children and young people with special educational needs;	
	b. Children and young people with disabilities;	
	c. Children and young people who are young carers:	
	d. Children and young people who are being supported by a family support worker or social worker;	
	e. Children and young people who are being supported by the youth offending service or local police.	
3.5	<p>Numbers – please provide estimates concerning the following:</p>	
	a. Total number of children and young people you expect to be attending your offer this summer;	
	b. Percentage of these who will be in receipt of benefits related free school meals;	
	c. Percentage of these who may have additional needs, such as special educational needs or disabilities, or be in receipt of support from a family support or social worker;	
3.6	<p>Costs – please provide details about the costs and funding model for your offer, including:</p>	
	a. Estimated costs per child/young person for attending each 4hour session, full day or week;	
	b. If applicable, the estimated costs of providing food and meals, compared to the costs of providing activities;	
	c. How activities and food will be funded for children and young people who are not in receipt of benefits related free school meals;	

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	d. Any additional sources of income (including grants) that you will be using to meet the full costs of delivery.	
3.7	Provision – please provide details about the offer you will be providing:	
	a. How many hours per day, days per week and weeks during the summer holidays are you intending to deliver your offer?	
	b. What activities are you intending on providing? Including: <ul style="list-style-type: none"> i. Physical activities and sports ii. Outdoor activities iii. Arts and crafts iv. Music, dance and drama v. Trips and excursions vi. Cooking vii. Food and nutritional education and learning viii. Academic education and learning, such as maths, reading and ICT ix. Parental learning and education opportunities 	

Privacy Statement

This form can be used to express an interest in HAF funding. Your information may be shared with other council services and partner organisations to ensure our records are kept accurate and to help us to identify services or benefits you may be entitled to or interested in. We may also need to share your information for the prevention and detection of fraud and/or other crimes or as the law requires. For further information about how we use your information please refer to the Council's Privacy Statement on www.solihull.gov.uk.

Your name	
Your signature	
Your job title (if you are applying on behalf of your employer)	
Named contact email or telephone number	
Date	