

## Grant Information Leaflet

### Community grant for the provision of sessions for families with 0-3yr olds

#### Introduction

Herefordshire Council is offering seed funding to stimulate the creation of community groups for parents with children aged 0-3yrs following the periods of isolation due to the Covid pandemic. The funding must be used by 30<sup>th</sup> June 2022 and is available for delivery in specific target areas of Herefordshire.

A recent report 'Working for babies: Lockdown lessons from Local Systems'<sup>1</sup> highlighted a wide range of emerging evidence of the impact of the pandemic on both young children and parents including lack of social interaction.

This grant funding intends to increase the availability of sessions in target areas to help families with young children to socialise, learn and access information.

#### Purpose

Herefordshire Council are inviting applications for grant funding to support the development of new sessions for parents with children under 3 years. Applicants may apply for funding of up to £6,000 per group, which must be spent by 31 July 2022.

Universal provision of weekly sessions for families with 0-3yrs in targeted areas will create opportunities for families to:

- Socialise and network with others, thus reducing the feeling of isolation.
- Learn about child development, and give them ideas and confidence in what play activities they could replicate in the family home.
- Access tools and information including Solihull Parenting Programme, use of the Talk community directory, publicly accessible Speech and Language Toolkits, and support with Early Years Foundation Stage progress.
- Understand how to access nursery education funding, and Start for Life literature

Children will have the opportunity to socialise with peers in their local community and support and develop their communication skills, whilst in the care of their parents or carers

#### Target areas

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<sup>1</sup> [https://parentinfantfoundation.org.uk/wp-content/uploads/2021/01/210121-F1001D Working for Babies v1.2-FINAL-compressed\\_2.pdf](https://parentinfantfoundation.org.uk/wp-content/uploads/2021/01/210121-F1001D_Working_for_Babies_v1.2-FINAL-compressed_2.pdf)

Work has been undertaken to understand existing provision across Herefordshire, in addition to analysis of the number of children aged 0-3yrs across the county in the county's areas of deprivation. This work has identified gaps in local universal provision for this age group and their families. Funding will therefore be prioritised for the areas identified below, however, we will accept applications from other areas where the need is able to be demonstrated and also for a geographical spread to stimulate the creation of sessions which can be sustained through use of alternative funds beyond June 2022. Applicants will need to articulate clearly how they will ensure that the sessions provided will be made accessible and appropriate to meet the needs of these areas.

The priority areas identified are:

<b>Groups to be delivered in:</b>
Leominster (2 venues in different parts of the Leominster area required)
Kington (central)
North City
South City (2 venues in different parts of the area required)
Golden Valley (preference for Clehonger or Kingstone)
Ross (2 venues in different parts of the area required, preference for Ross Centre and Lea)

Bids are particularly welcome for schemes which will be delivered in accessible locations with good travel links, or in areas of higher residential populations.

Each scheme must aim to benefit a minimum of 20 families per area. In order to maximise the number of families able to benefit from the groups, a drop-in approach to delivery may be considered.

## **Aims**

The aims of the grant scheme are to:

- Reduce isolation
- Improve mental wellbeing of parents
- Enable socialisation for children to improve speech and language skills
- To share play activities and promote the use of relevant approaches and techniques within the home setting,
- Give parents information on home safety, healthy lifestyles, child development
- Stimulate ongoing support in target areas

## **Outcomes**

Outcomes to be achieved through the grants scheme are:

- Improved community and personal resilience
- Improved social and communication skills for under 3s
- Children under 3 will have an improved home learning environment

- Improved feeling of connection to communities
- Reduce loneliness

Evidence of outcomes achieved will be reported through project evaluation, which must include direct feedback from families accessing the sessions.

### **What can the grant be used for?**

You are able to apply for costs associated with the running a weekly group/ session in targeted areas. These may include, but are not limited to:

- Publicity & promotion materials.
- Room hire
- Staff training (n.b. Training must support delivery of this group/ activity)
- Staff costs (relating to delivery of this group/ activity) please note that you will need to demonstrate that this in addition to any existing delivery;
- Costs directly related to group delivery (e.g. stationery and materials)

Support must be inclusive and free of charge to families during the funded period.

### **What projects/activities are NOT eligible?**

The grant will not fund projects that:

- Fall outside of the identified target areas
- Are not focussed on families with 0-3yr olds
- Do not meet minimum expectations in terms of number of families benefitting
- Are for activities that provide 1-1 support
- Are for activities which have already taken place
- Duplicate any existing or planned services or activities
- Are for the day-to-day running costs of an organisation
- Are for statutory activities
- Are for any activity already fully funded by alternative sources or funded by Herefordshire Council through other corporate grant schemes
- Promote political, religious or discriminatory activities.

### **How much can I apply for?**

The maximum amount of grant that can be applied for is £6,000 per group during the life-time of the scheme. Match funding is not required for this grant, however applicants will be expected to consider how groups may be sustained beyond July 2022. The scheme is open for applications from 8<sup>th</sup> September 2021 until **12pm on 8th October 2021**.

## Who can apply?

This grant funding is available for groups/organisations which have experience and knowledge of early years (EYFS) and relevant experience of supporting 0-3yrs and their families. Applications are welcomed from:

- Early years & other educational settings;
- Formally constituted community and voluntary groups/organisations
- Registered Charity

You must also have a constitution (or similar governing document) and a bank account in the name of your organisation.

## How to apply

Apply online via the Council's website [www.herefordshire.gov.uk](http://www.herefordshire.gov.uk)

Or contact us for a form:

Email: [delegatedgrants@herefordshire.gov.uk](mailto:delegatedgrants@herefordshire.gov.uk)

Telephone: (01432) 260753 or

Please email the completed form to the address above. Electronic versions are preferred however, if you wish to send a hard copy please send to Delegated Grants & Programmes Team, Herefordshire Council, Plough Lane, Hereford, HR4 0LE. When we receive your application, we will acknowledge receipt.

If you have any questions or queries, or wish to discuss your idea prior to completing an application form, please contact:

**Sue Eales**  
**Children's Centre Services Manager**  
[Sue.Eales@herefordshire.gov.uk](mailto:Sue.Eales@herefordshire.gov.uk)  
**01432 260032**

## Deadline for applications

Applications must be received **by 12pm on 8<sup>th</sup> October 2021**.

We recommend that you **apply as early as possible** and do not wait until the deadline.

## What happens next?

Once received, Herefordshire Council will acknowledge receipt of your grant application. The grant application will be assessed by a project panel who will make recommendations either for the application to be approved or rejected, or the panel may

ask for further information before a decision can be made. The recommendations will be considered by the Early Help Manager for final decision.

Grant applications are assessed on their individual merit by an independent panel against the grant funding eligibility criteria, the impact of the project and potential sustainability. All applications are subject to funding availability.

Based on your application and any further information you may have been asked to provide, we will advise you of the decision to either:

- Offer a grant; or
- Offer a grant with some specific conditions; or
- Reject the application detailing the reasons why the application was not accepted.

### **When Can I Start My Project?**

If your application meets the eligibility criteria and you are offered a grant, you will receive an offer letter setting out how much grant has been approved and detailing any specific terms and conditions. If you are happy to accept the grant offer and associated conditions, you will need to return a signed copy within 7 days.

### **What are Grant Offer Terms & Conditions?**

If you are offered a grant, you will be sent terms and conditions specific to your project.

Key points to consider are:

- You should not start your project until you have signed the acceptance of grant and returned to the Delegated Grants Team.
- You should keep all paperwork relating to your project. I.e. all invoices, receipts and bank statements.
- Information relating to user feedback and progress towards the outputs of your project should also be kept.
- The grant will only be paid on invoices or receipts that have been defrayed, and are dated after the offer letter has been agreed by all parties.
- Other specific conditions of grant will be included within your offer letter.

### **How do I submit my claim for payment?**

All funded work must be completed and claims submitted by the deadline date specified in your offer letter.

You can claim the grant payment as soon as you have completed your project e.g. installed new facility or equipment and paid for it.

To do this, you will need to complete an interim or final report and claim form, and send it to the Delegated Grants Team with copies of all paid invoices from suppliers. The claim form will be sent to you with your offer letter.

## When do I need to submit my report?

Depending on the nature and length of your project, you will need to complete a final report at the end of the funded period (July 2022). Your offer letter will set out the information that you need to collect.

Please help us to help future applicants, by telling us if you have any queries which aren't answered in this document.



If you would like help to understand this document, or would like it in another format or language, please contact the Delegated Grants Team at Herefordshire Council on 01432 260753 or email: [delegatedgrants@herefordshire.gov.uk](mailto:delegatedgrants@herefordshire.gov.uk).