



**Project Brief for Call for Projects – Washington Area Committee**  
**Activities for Children and Young People – Holiday Activities Summer Programme 2019**  
**(Washington 8 – 10 year olds)**

**CALL FOR PROJECTS**

Washington Area Committee would like to invite local Voluntary and Community Sector (VCS) groups and non-profit making organisations to submit a full application for each of the Wards of Washington Central, Washington East, Washington North, Washington South and Washington West, that will develop and deliver activities for children and young people in the Summer holiday period 2019. Applications will be considered from VCS groups who have a Management Committee, constitution and bank account with dual signatories. VCS groups must adhere to accounting requirements in accordance with the Companies Act.

**This call is to deliver activities for 8 – 10 year olds in Washington (Central).**

**1. Introduction and Background**

- There is an opportunity for local VCS groups and organisations, with relevant requirements, qualifications/training, and a track record of working with children and young people in the Washington area, across a range of age groups, to deliver a project on behalf of Washington Area Committee.
- The Committee has identified a need to provide positive activities during the Summer holiday period (2019), within each of the 5 Wards, for children and young people in two age groups: 8 to 10 years old and 11 to 19 years old.
- It is also recognised by Washington Area Committee that extended holiday periods can provide a challenge for some parents and families with regards to ensuring children have access to a nutritious meal during those periods.

**2. Project proposal**

The Committee would like to offer an opportunity for appropriate groups and organisations to submit proposals which:

- Deliver a programme of activity during the Summer holiday period in **Washington (Central)** which offers a range of opportunities for children **aged 8 – 10 years old** resident in the Washington area and offering activities for differing interests and abilities
- Recognises other provision in the area and ensures that this proposal will be in addition to and compliments existing or proposed provision during the holiday periods. You should demonstrate your knowledge of the relevant ward and current/already planned provision available for this age group and if relevant, demonstrate proposed provision is in addition to the applicants core offer over school holiday periods
- **Applications should recognise the role that local grassroots organisations can bring – Area Committee requests that each application identifies two or three small groups who have experience of delivering activities for 8 – 10 year olds, and who can add value to any proposed programme and be involved in the project.**
- Deliver a range of choices for children – some examples include indoor/outdoor physical activities, games, mentally stimulating fun activities, arts and crafts, and cooking, nutrition or health related

- All sessions/provision must include a nutritious snack or meal
- Increase the number of children accessing positive activities by setting achievable targets
- Whilst the Committee is not determining how many sessions per Ward should be included in each proposal, the Committee would like to see provision of a **minimum** of six sessions delivered in each of the relevant **Washington Wards** during the summer break.
- Applicants are asked to involve local Ward Councillors in identifying the relevant hotspots and gaps in provision – tell us how this will happen
- Provide a creative and innovative programme of activity
- Identify locations/venues where sessions will be delivered using local facilities where possible (Washington facilities)
- Include details of how the activities will be promoted and will acknowledge Washington Area Committee Sunderland City Council support.
- Ensure all beneficiaries reside in the Washington area
- Identify and include details of match funding which could include income generation, linkages with projects/groups across the City and further external funding sources
- Provide a comprehensive breakdown of costs

### 3. **Context and Broader Strategies to Consider**

To ensure a joined up approach links should be established with the following:

- a. Sunderland City Council: Sport & Leisure
- b. Local VCS Organisations

### 4. **Budget and timescales**

Please note each proposal needs to provide value for money. The total budget for this call (**Washington Central: 8 – 10 year olds**) is **£2,500**. Please note this is the total budget available for all projects received for this Call **NOT** per project application. Where applicants work in partnership or collaborate with other providers to deliver joint programmes, those applications will be weighted accordingly as part of the assessment process. Organisations are eligible to apply for one or more Wards and should complete a separate application for each Ward.

<b>Deadline date for return</b>	<b>Noon 18<sup>th</sup> January 2019</b>
Appraisal and consultation on applications	12 <sup>th</sup> February 2019
Area Committee decision	21 <sup>st</sup> March 2019

### 5. **Application form and Return date**

Please contact Karon Purvis at [karon.purvis@sunderland.gov.uk](mailto:karon.purvis@sunderland.gov.uk) or on 0191 561 2449 for an application pack or to discuss developing the project. The deadline date to return the completed application with any necessary supporting documents is **Noon 18<sup>th</sup> January 2019**.

The application(s) should be submitted in two formats

Format One(Hard Copy): A signed hard copy of the application form, along with all relevant paperwork should be posted into Sunderland City Council, Strategy, Partnerships & Transformation Service, Room 3.98, Civic Centre, Burdon Road, Sunderland, SR2 7DN.

Version Two: (Electronic Copy) Electronic copy of the application should be emailed to [karon.purvis@sunderland.gov.uk](mailto:karon.purvis@sunderland.gov.uk)

6. **Queries**

If you have any questions regarding the application process please do not hesitate to contact Karon Purvis Area Community Development Lead (Washington) on 0191 561 2449 or at [karon.purvis@sunderland.gov.uk](mailto:karon.purvis@sunderland.gov.uk)

## **Project Brief for Call for Projects – Washington Area Committee**

### **Activities for Children and Young People – Holiday Activities Summer Programme 2019 (Washington 11 –19 year olds)**

#### **CALL FOR PROJECTS**

Washington Area Committee would like to invite local Voluntary and Community Sector (VCS) groups and non-profit making organisations to submit a full application for each of the Wards of Washington Central, Washington East, Washington North, Washington South and Washington West, that will develop and deliver activities for children and young people in the Summer holiday period 2019. Applications will be considered from VCS groups who have a Management Committee, constitution and bank account with dual signatories. VCS groups must adhere to accounting requirements in accordance with the Companies Act.

#### **This call is to deliver activities for 11– 19 year olds in Washington (Central).**

##### **1. Introduction and Background**

- There is an opportunity for local VCS groups and organisations, with relevant requirements, qualifications/training, and a track record of working with children and young people in the Washington area, across a range of age groups, to deliver a project on behalf of Washington Area Committee.
- The Committee has identified a need to provide positive activities during the Summer holiday period 2019 within each of the 5 Wards, for children and young people in two age groups: 8 to 10 years old and 11 to 19 years old.
- It is also recognised by Washington Area Committee that extended holiday periods can provide a challenge for some parents and families with regards to ensuring children have access to a nutritious meal during those periods.

##### **2. Project proposal**

The Committee would like to offer an opportunity for appropriate groups and organisations to submit proposals which:

- Deliver a programme of activity in **Washington (Central)** which offers a range of opportunities for young people **aged 11 – 19 years old** resident in the Washington area and offering activities for differing interests and abilities
- Recognises other provision in the area and ensures that this proposal will be in addition to and compliments existing or proposed provision during the holiday periods. You should demonstrate your knowledge of the relevant ward and current/already planned provision available for this age group and if relevant, demonstrate proposed provision is in addition to the applicants core offer over the school holiday period.
- **Applications should recognise the role that local grassroots organisations can bring – Area Committee requests that each application identifies two or three small groups who have experience of delivering activities for 11 – 19 year olds, and who can add value to any proposed programme and be involved in the project.**

- Deliver a range of choices for young people – some examples include indoor/outdoor physical activities, games, mentally stimulating fun activities, arts and crafts, and cooking, nutrition or health related
- All sessions/provision must include a nutritious snack or meal
- Increase the number of young people accessing positive activities by setting achievable targets
- Whilst the Committee is not determining how many sessions per Ward should be included in each proposal, the Committee would like to see provision of a **minimum** of six sessions delivered in **Washington (Central)** during the summer break.
- Applicants are asked to involve local Ward Councillors in identifying the relevant hotspots and gaps in provision
- Provide a creative and innovative programme of activity
- Identify locations/venues where sessions will be delivered using local facilities where possible (Washington facilities)
- Include details of how the activities will be promoted and will acknowledge Washington Area Committee Sunderland City Council support.
- Ensure all beneficiaries reside in the Washington area
- Identify and include details of match funding which could include income generation, linkages with projects/groups across the City and further external funding sources
- Provide a comprehensive breakdown of costs

### 3. Context and Broader Strategies to Consider

To ensure a joined up approach links should be established with the following:

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### 4. Budget and timescales

Please note each proposal needs to provide value for money. The total budget for this call (**Washington Central: 11 – 19 year olds**) is **£2,500**. Please note this is the total budget available for all projects received for this Call **NOT** per project application. Where applicants work in partnership or collaborate with other providers to deliver joint programmes, those applications will be weighted accordingly as part of the assessment process. Organisations are eligible to apply for one or more Wards and should complete a separate application for each Ward.

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6. **Queries**

If you have any questions regarding the application process please do not hesitate to contact Louise Preece, Member support Officer on 0191 561 1195 or at

[louise.preece@sunderland.gov.uk](mailto:louise.preece@sunderland.gov.uk)