



Project Brief for Call for Projects – Washington Area Committee

Activities for Young People – Holiday Activities 2017

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, October and Christmas Holiday Periods for 2017. 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.

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, October and Christmas 2017 breaks, 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 one or more of the Wards identified which offers a range of opportunities for children and young people resident in the Washington area 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 and if relevant, demonstrate proposed provision is in addition to the applicants core offer over the school holiday periods.

- Deliver a range of choices for children and 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 children and 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 per Ward for each of the age groups during the summer break, two sessions per Ward for each of the age groups during the October break, and two sessions per Ward for each of the age groups during the Christmas break.
- 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 – via Washington Area VCS network

4. Budget and timescales

Please note each proposal needs to provide value for money. The total budget available for each Ward is £5,000. Please note this is the total budget available for all projects received for this Call per Ward, **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.

Deadline date for return	Noon 30th June 2017
Appraisal and consultation on applications	3 rd July 2017
Area Committee decision	7 th July 2017

5. Application form and Return date

Please contact Karon Purvis at 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 Friday 30th June 2017**.

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

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