

## Signposting Grants – How to Apply

Welcome to Hampshire and the Isle of Wight's Holiday Activity and Food (HAF) Grant application guidance for providers of signposting support and advice.

### 1. What is the Holiday Activities and Food Programme?

The Department for Education (DfE) is providing funding to local authorities to coordinate a programme that provides healthy food and enriching activities to disadvantaged children during the Easter, Summer and Christmas Holidays. All children in Hampshire and the Isle of Wight who receive benefits related Free School Meals will be eligible to attend a holiday programme.

Hampshire and Isle of Wight Councils have provisionally awarded grants to a wide network of community-based organisations, including existing holiday care providers, schools, childminders, sports coaching, creative and performing arts providers and many others. The activities they provide must last for a minimum of 4 hours per day, for at least 4 days a week, and for 4 weeks in the summer holidays. Healthy meals must also be provided.

For 2022 Hampshire was allocated up to £3.42 million and the Isle of Wight £428 thousand from DfE to support in excess of 29,000 and 3,400 children for the two areas respectively.

The Council's joint vision is that the Hampshire Holiday Activity and Food Programme will provide high quality opportunities for children, young people, carers/parents that enable all who attend to have good experiences that offer enriched, social engagement, with food. In addition to delivering these experiences, providers are expected to ensure that families can receive advice, guidance and support over the summer holiday period.

### 2. What are the HAF Signposting Grants?

We want to commission a rich and diverse array of signposting support, advice and guidance for the children and families who participate in HAF schemes.

Please note that these grants are for organisations who can partner HAF providers to support and extend their signposting offer. Organisations who are themselves in receipt of HAF funding can only access these grants if they commit to support other funded HAF providers.

Applications for signposting funding are invited from organisations from the private, voluntary and public sector that respond to local need, and we are open to support being delivered in a variety of ways.

The maximum grant available is £4,500.



Grant applications will need to comply with, and align to, the DfE HAF standard for signposting, as follows:

Holiday clubs must be able to provide information, signposting or referrals to other services and support that would benefit the children who attend their provision and their families. This could include sessions provided by:

- Citizen's Advice
- school nurses, dentists or other healthcare practitioners
- family support services or children's services
- housing support officers
- Jobcentre Plus or projects that seek to support and engage families/and young people into employment or relevant training
- organisations providing financial education, such as food pantries or other local delivery schemes, where budgeting or other financial education is provided to individuals or families
- Health and Wellbeing: we also welcome signposting applications from organisations involved in mental health advice and other service areas of relevance to children and young people and their families and carers.

### 3. What can be funded with this grant?

It is the responsibility of the two Local Authorities to ensure that the allocation of the £35k grant for Hampshire and £20k for Isle of Wight delivers the HAF signposting standard set out in the response to section 2 and is seeking applications for grant funding that will deliver this. We hope that the grant funding can provide a flexible and responsive way to support local needs.

Examples of the types of support that we could fund with the connect4communities Signposting Grant include, but are not limited to:

- Face to face awareness and advice sessions, including the costs of staff/volunteers, preparation time, materials and travel costs.
- Virtual delivery of awareness and advice sessions, including any recording/filming costs as well as the costs outlined above.
- Display, print and digital resources for sharing with HAF participants and their families.
- Other ways to share information, raise awareness and provide initial support and guidance.

### 4. Where will programmes be funded?

There are almost 140 sites where the Holiday Activities and Food programme is being delivered across Hampshire and the Isle of Wight. The grants will be awarded



to help your organisation link to the families and children that are attending HAF schemes and events. The list of HAF projects and delivery Providers will be made available on the Connect4Communities website as they accept their award offers in the next week.

The Councils have provided the HAF schemes with a signposting offer to assist them in identifying the right services for families. This offer has a variety of links and sources of information and is also available on the Connect4Communities website. We would like organisations that provide services that can align with this offer to apply for a small grant, if this would help your organisation to extend your reach to these families and children in more innovative ways over the summer holiday period. The summer HAF programme should reach c20-30% of free school meals eligible children and their families.

We want to ensure that we are actively offering opportunities that make a real difference in providing good advice, guidance and support to families alongside the HAF schemes that are being delivered. We hope this scheme will extend support and advice to as many vulnerable households as possible and therefore, applications from all areas of Hampshire and the Isle of Wight will be considered that are aligning with one or more HAF projects. We expect to award more grants in areas that have higher numbers of benefits-eligible free school meal children.

## 5. How will the grant be evaluated?

Each grant application will be considered by a panel and a judgement made based on the extent that;

- The grant supports the HAF signposting standard
- It is clear what will be delivered and how this adds value to the current signposting offer
- Clarity and understanding of who is being targeted and the number of children and families that will benefit as a result of the funding
- We can be confident of delivery within the timescales
- The grant offers value for money.

Based on this judgment, the panel may decide to award the total grant in one or more instalments or a partial amount of the total grant requested.



## 6. When must the funding be used by?

This grant is targeted to activity during the summer school holidays and, therefore, applicants will need to demonstrate how they will use any funding to rapidly provide direct support to HAF projects during this period and by 3 September 2022.

## 7. Who can apply?

We welcome applications from any organisation delivering in Hampshire and / or the Isle of Wight that provides advice, advocacy and/or guidance to children and families that fits with the HAF signposting offer, the grant criteria, and that can deliver within the required timescales. This can include community and voluntary sector organisations, charities, social enterprises and statutory agencies, among others.

Applications from private sector organisations will be considered but it is not acceptable to generate any profit from initiatives delivered with HAF funding.

## 8. How do I apply?

The grant application form must be completed using the online application available at the following website address: [Signposting | Children and Families | Hampshire County Council \(hants.gov.uk\)](https://www.hants.gov.uk/signposting-children-and-families)

The application form seeks information about the grant applicant, the level of funding being requested, including details of how the request meets the eligibility criteria, and details of who it is intended should benefit from the services delivered as a result of any grant funding.

**Deadline for submissions is Sunday 3 July 2022.**

Any applications received after this date will not be evaluated.

## 9. How long will it take to find out if I have been successful with my application?

Following submission of a completed grant application, we aim to evaluate and confirm whether your application has been successful within one week. Funding will be released to successful organisations upon return of the signed grant agreement.



## 10. What reporting and management information will you need from me if I am successful?

Applicants will need to provide information in their grant application detailing how much grant funding is being sought, and of that funding:

- (i) How much will be used to provide signposting support to benefits-eligible children and young people.
- (ii) How much will be used to provide signposting support to their families and carers.
- (iii) How much will be used to fund other expenses.
- (iv) We welcome case studies and feedback from children and their families on the advice/service provided

At the end of the grant period, you will be asked to confirm that you have used the funding as set out in your grant application. You will be asked to detail any changes between your grant application and the delivery of services thereafter.

Any unspent grant funding by 15 September 2022 must be returned to the Council.

Any funding will be issued by connect4communities to organisations will include a grant agreement setting out our expectations of organisations in accepting grant funding.

If Hampshire County or Isle of Wight Council have any grounds for suspecting financial irregularity in the use of any grant paid under the Grant Agreement, an investigation will take place. For these purposes 'financial irregularity' includes fraud or other impropriety, mismanagement, and the use of grant for purposes other than those for which it was provided.

## 11. What children are eligible for support during the summer holidays?

Vulnerable children who are eligible for support from the signposting offer are those who are eligible for free school meals and, to ensure support is delivered to the wider range of vulnerable households:

- Children with Education, Health and Care Plans
- Children and young people known to social care
- Children of recognised refugees with no recourse to public funds
- Other children with SEND (special educational needs or disabilities)

## 12. I have questions or need some advice. Who do I ask?

Please email [connect4communities@hants.gov.uk](mailto:connect4communities@hants.gov.uk)

