



**achieving
for children**



Department
for Education



FUEL

Feed Ur Everyday Lives

Guide to application form

Summer 2021

APPLICATION FORM



Thank you for showing an interest in delivering the FUEL programme in either Kingston or Richmond (or both). We would now like to invite you to apply further.

We are keen to learn as much as possible about your organisation and your potential ideas to help develop these into effective FUEL provision for the summer holidays. Most importantly, we want to ensure we provide a quality service and reach as many families who have eligible children for Free School Meals (FSM) as we can, including those we may not have been in contact with before.

Successful applicants will be asked to evidence that they have appropriate policies and procedures in place. Please ensure that you meet the standard criteria prior to applying. This can be found on our website or for further information, please visit our Achieving for Children providers page:

<https://kr.afcinfo.org.uk/pages/community-information/information-and-advice/fuel-holiday-activities-and-food-programme/fuel-providers>

The following pages outline the form, the information required and the questions you will need to answer.

YOUR ORGANISATION'S DETAILS



Name of organisation:

Summer programme name (if different):

Lead contact:

Email address:

Programme location:

	Inside Venue	Outside Venue	Venue would need ...	Other type of provi...
Richmond	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Barnes/Mortlake	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Twickenham	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Whitton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Teddington	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hampton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kingston	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
New Malden	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Surbiton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tolworth	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Worcester Park	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chessington	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

PROGRAMME DETAILS

In this section, we ask for details to help us gain an understanding for what provision can be offered and that it meets the criteria set out by the DfE. We appreciate that you may not have the level of detail at this time, but please provide as much information as possible. Don't worry, all details will be checked and finalised at a later date.

What is the age range that your programme will cover?

How many places for young people would you be able to offer per day?

Is your provision inclusive to children and young people with special educational needs and disabilities?

Please outline which days of the school holiday you plan to hold provision.

What time do you envisage your programme running during the day?

PROGRAMME DETAILS (CONTINUED)

Please provide a summary of your proposal, your approach and capacity to deliver. As part of this, please consider the following questions.

1. Through your provision, how will children and young people have a greater understanding of health and nutrition?
2. How will families be involved in the programme to develop their understanding of nutrition and food budgeting?
3. How will you promote children and young people to be more active?
4. How does your programme promote children and young people to be safe and not to be socially isolated?
5. What food will be provided as part of your offer?





FUNDING

Please give different examples of per head costings and provision cover and a variety of options. This will give us and your organisation a clearer idea of how the funding will be best spent once funding is allocated.

Explain how these costs have been derived and the assumptions on which they have been based.

Our main aim is to have an estimate on price per child, per day for the activity and/or food. The more transparent you can be at this stage the better, but we appreciate exact figures of funding are unknown at this stage.

When considering the price per head, per day please include:

- staffing costs
- venue hire
- transport or travel costs
- cost of preparing and delivering lunches (or if you would require a third party to facilitate this)
- costs of any materials to support the delivery of enrichment activities

We would be grateful if you could set out total expected cost of the delivery of the activities per child. If possible please provide this as a calculation of cost per head and/or cost per session (if known).

ADMINISTRATION

- Data requirements
- Booking information
- Additional support

DECLARATION

- Name
- Position
- Date
- Declaration of understanding
- Policies and procedures agreement

For further questions, or additional support, please contact Achieving for Children, via Fuel@achievingforchildren.org.uk. We are keen to work with as many organisations as possible, and would not want this application to be a barrier to participating with the programme.

To apply, please use the following link to complete the application form:

<https://forms.gle/3PgcAZLWxVuUXq8o7>

FUEL:
HOLIDAY ACTIVITY AND
FOOD PROGRAMME