

Community Inclusion Grants – Applicant Clarifications and Frequently Asked Questions

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| General Clarifications | | | |
| GC1 | Can funding be used to pay for staff training to support inclusion? | Yes, training for staff can be funded (see section 3 of the Grant Guidance) provided this supports the development of inclusive play and leisure opportunities for children with additional needs and/or disabilities in Surrey, in line with the aims of this grant fund. | 29/11/24 |
| GC2 | What would happen in the event that someone is unable to deliver within the tight timescales due to unforeseen issues and things not going to plan (for example staff illness, inability to recruit staff etc.)? | Where there are challenges associated with providers delivering in line with the proposals set out in a grant application, we would look to work flexibly with the organisation to consider and potentially make reasonable agreed adjustments to how funding is used to support the delivery of changes that do promote inclusion in the county. Within this overall approach, however, we are not able to agree to any expenditure that occurs after 31 March 2025, with any unspent funds by this point needing to be returned to SCC – in line with section 13 of the Grant Guidance. | 03/12/24 |
| GC3 | Please could you clarify what you mean by “pilot projects”? | Whilst we use the language of “pilots” in the Grant Guidance, this does not mean that all projects have to be totally new. We are interested in learning about what works in developing inclusive provision in Surrey. This may mean trying things that are completely new, but it might also mean: building on an existing service to make it more inclusive to more children with AN&D; expanding an existing inclusive offer in a new way to new groups or areas; bringing a tried and tested inclusive model from elsewhere and delivering this in Surrey; and/or trying new partnership approaches between different partners to bolster inclusivity. The key points here are that the proposal needs to demonstrate additionality in terms of inclusion (i.e. not funding an existing model without changes that bring about greater inclusion) and that there is potential for SCC to learn through your project about what works in the county, to inform our longer-term strategy. | 03/12/24 |

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| GC4 | Can funding be used to support children with special educational needs and/or disabilities within existing clubs or services alongside their non-disabled peers? | Yes, applicants who are making changes to their existing services so they are more inclusive of children with additional needs and disabilities, alongside their non-disabled peers, would be eligible to apply for grant funding. | 03/12/24 |
| GC5 | Is this funding available to provide support during the school day to children with additional needs and/or disabilities who are not currently attending education provision? | No - as set out in section 1 of the grant application, this funding is targeting opportunities that are “provided after school, at weekends and/or during school holidays”. | 03/12/24 |
| GC6 | Is this funding available to support specific provision only for children with additional needs and/or disabilities? | Yes, but where there was a focus on demonstrating that this was about opening up inclusive mainstream activities and services to children with additional needs and/or disabilities, where they were currently unable to access provision due to specific constraints or barriers. We particularly welcome inclusive opportunities where “all children can participate and play together”, as highlighted in section 5 of the grant guidance. | 03/12/24 |
| GC7 | Does the entire programme need to be delivered outside school hours? Specifically, would you consider applications where that focus on provision that bridges the gap between current options and mainstream provision, which might involve some provision being delivered during school hours, as part of how the children are then enabled to access longer-term mainstream opportunities? | Whilst we would typically expect activities to be delivered outside school hours, we will consider well thought-through proposals that include elements that focus on unlocking access to mainstream provision by supporting children with additional needs and/or disabilities to “bridge” from an existing setting where they are supported into an inclusive mainstream setting – provided that the end point is about access to inclusive mainstream provision, in line with the aims and objectives of the grant scheme. This approach resonates with some of the feedback we have heard for families of children with additional needs and/or disabilities, who have highlighted the that can come with accessing mainstream provision without appropriate planning and support in the initial stages of taking up an opportunity. | 03/12/24 |

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| GC8 | Would parents be expected to leave the location completely whilst inclusive provision is being delivered? | No, it is not a requirement that parents leave the location completely when provision is delivered, although we acknowledge that outcomes for children and young people and parents and carers (see section 4 of the Grant Guidance) may be better enabled in cases where children can be left to participate independently in the opportunities provided. | 03/12/24 |
| GC9 | What level of needs would inclusive provision be expected to meet (for example, taking account of considerations like staffing ratios)? Another way of asking this question would be, is the provision required to be inclusive for everyone, regardless of their additional needs and/or disability? | We would expect providers to take seriously their responsibilities to appropriately safeguard the children accessing their provision, taking appropriate steps (such as risk assessments, including consideration of staffing levels) to ensure their provision is safe and appropriate for the children who access a service. Whilst we would like all provision to be accessible to all children with additional needs and disabilities, we know that increasing inclusivity may be a journey over time and some activities will better suit the needs of particular children than others. It is therefore not a requirement of this grant funding that all opportunities offered are inclusive of all children, all of the time, but we do expect applicants to be using requested funding to implement changes that increase their inclusivity and improve access for children with additional needs and disabilities to the opportunities offered. | 03/12/24 |
| GC10 | Is funding available for transportation costs? | In section 3 of the Grant Guidance, we highlight the expectation that applicants look to keep overhead costs to a minimum, which would include transport costs. For certain types of opportunities, we acknowledge that there may be an element of transport cost that needs to be reflected in the application, where this is part of the delivery model (for example if the model involves a group trip or using transport to access a specific location for specific activity). As a general principle, however, we would not expect transport costs to and from opportunities to be a significant feature of applications received, with it expected that it parents and carers will largely be responsible for supporting children to access the opportunities offered. | 03/12/24 |

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| GC11 | Are there any core requirements applicants need to meet in terms of frequency of delivery or amount of hour per week? | No, there are no core requirements in terms of frequency of delivery or number of hours. It is important to note however that the grant evaluation team will be considering the level of funding requested in relation to the level of activity planned, as part of the evaluation process (see section 10.2) and we will work with successful applicants to monitor the number of beneficiaries of the grant funding and the hours of activity provided (see section 11) during the grant period. | 03/12/24 |
| GC12 | Does the project have to be based in Surrey or can it be in surrounding boroughs? | Our expectation is that funded projects will be based in Surrey. Applicants are not specifically precluded from including delivery options close to Surrey as part of their application, but (where this is included) an applicant would need to demonstrate very clearly how the opportunities created through the grant funding will directly benefit Surrey children with additional needs and/or disabilities and their families, as opposed to children from other areas. | 03/12/24 |
| GC13 | Can this funding be used for 1-to-1 sessions or is it only for group sessions? | We expect that the vast majority of inclusive opportunities proposed would be about group activities for children, reflecting the principle that “all children can participate and play together” in Section 5 of the grant guidance. This does not mean that bids where an opportunity is offer 1-to-1 would be excluded from the process, but applicants proposing a 1-to-1 offer would need to clearly demonstrate how this enabled the provision of inclusive play and leisure opportunities (for example, in cases where opening up a particular type of service or activity require 1-to-1 support). Applicants would also need to be mindful that a 1-to-1 service offer may have a relatively high cost of delivery, compared to alternative group-based models. | 03/12/24 |
| Minimum Financial Assistance (MFA - £315k grant limit) | | | |
| MFA1 | What is the legal basis for the £315k limit on grant funding that is being applied within this process? | This links to the requirements placed on public authorities through The Subsidy Control Act 2022, which looks to ensure that public bodies use there resource effectively, without giving unfair economic advantages to particular providers over others. In particular, the £315k limit relates to the standards for Minimum Financial Assistance (MFA), set out in Chapter 7 of the Statutory Guidance for the United Kingdon Subsidy Control Regime . | 03/12/24 |

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| MFA2 | Could you clarify what grant funding sources are in scope for the £315k limit? | Any publicly-funded grants (e.g. central government department, local government, NHS etc.) are in scope here. Funding received from any public body is very likely to be within this category. Grant funding secured through charitable funding routes is not in scope here. | 03/12/24 |
| MFA3 | Do grants from organisations hosted by Surrey County Council, such as Active Surrey or Public Health, count towards the £315k limit? | Yes – any publicly-funded grants would be in scope here. Funding from any public body is very likely to fall within this category. | 03/12/24 |
| MFA4 | Do grants that run into 2025/26 need to be considered in terms of the cumulative total of £315k since April 2022 where they are already in place? | Ultimately, it will be up to each organisation to satisfy themselves that they are not in breach of the Minimum Financial Assistance rules, within the three-year period of this grant. For this grant funding process we are particularly looking at the period from 1 April 2022 to 31 March 2025 and would suggest that public grant funding that your organisation is accounting for within those financial years would be in scope for this calculation. | 03/12/24 |
| MFA5 | Does the £315k limit apply to all parts of an organisation or (in the case of a larger organisation) does it apply to particular divisions or departments? | Yes – this would be about public grant funding the overall organisation has received, rather than any specific department or team within an organisation. | 03/12/24 |
| MFA6 | Does current income through contracts with SCC count towards £315k grant funding limit? | No, funding that organisation's have been awarded through contracts that have been procured (rather grants) with SCC or other public bodies does not count towards the £315k limit. This only applies to grant funding from publicly-funded sources. | 29/11/24 |

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| MFA7 | Are schools able to apply for this grant funding pot, as their core funding is allocated via grants? Is this open to academies? | <p>Yes – schools, where they are being funded in line with the below provisions in the Statutory Guidance for the United Kingdom Subsidy Control Regime, are able to apply for this grant fund, as they are not considered to be “economic activities”:</p> <p>“15.28 Education services organised within the national education system, which are both funded through public funds and supervised by the UK government, are not considered to be economic activities for the purposes of the Act.</p> <p>15.29 Equally, where the costs of education services are principally funded, whether directly or indirectly, through public resources, those services will not be considered an economic activity despite the fact that students, or their families, pay fees toward the provision of those services.</p> <p>15.30 However, where the costs of education services are principally funded through private resources, for example the resources of students and parents, or through the operator’s own commercial revenues, the operators providing these services will be considered as enterprises for the purposes of the Act.”</p> | 03/12/24 |
| MFA8 | Could a school’s Parent Teacher Association (PTA) apply for grant funding? | Yes, provided that the PTA was formally constituted as a charity (or similar) then they could apply for this grant fund. | 03/12/24 |
| Funding and sustainability (including parental contributions) | | | |
| F&S1 | Are there any maximum or minimum amounts of funding that one organisation can apply for? | <p>No, there are no minimum or maximum amounts of funding, except for the natural limits applied by the maximum £315k level of grant funding over the three years from 1 April 2022 to 31 March 2025.</p> <p>Please note, however, that SCC is looking to fund a range of different pilot projects across the county, so the mix and balance of appropriate inclusive opportunities will be considered as part of how final funding awards are made, in line with section 9 of the Grant Guidance.</p> | 03/12/24 |

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| F&S2 | Are there any other funding pots that SCC is aware of that might support applicants with identifying match funding to strengthen their application? | No, SCC is not able to highlight any specific additional funding pots that might run alongside this grants process. Applicants will need to consider the options that are available to them from within their existing networks, contacts and resources. | 03/12/24 |
| F&S3 | Can you give examples of how organisations might demonstrate sustainability? | <p>Ultimately, applicants will be best placed to consider how best the changes they put in place during the grant funding period will have sustainable benefits. To help thinking here, however, some examples could be:</p> <ul style="list-style-type: none"> - putting in place staff training that enables a service to be more inclusive longer-term, beyond the funding period; - changing the way a service operates in terms of timings, set-up, practice, processes, communications, lay-out or staffing (some supporting resources on inclusion are provided in Appendix A of the Grant Guidance), so that delivery is more inclusive beyond the duration of the grant period; - developing sustainable inclusive models of provision by generating ongoing revenue through things like parental contributions to costs of services, further grants or creative fundraising approaches; or - establishing new partnerships with others that have longer-term benefits beyond the grant funding period. | 03/12/24 |
| F&S4 | Is it reasonable for charge families to access inclusive community-based play and leisure provision or will my application be disadvantaged? | Yes, it is reasonable for families to contribute to the cost of inclusive community-based play and leisure provision, in the same way as parents with non-disabled children would contribute to the cost of activities accessed. We would, however, expect charges that are put in place to be reasonable and in line with what might typically be charged for equivalent opportunities for non-disabled children. | 03/12/24 |

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| F&S5 | Would parental contributions constitute another revenue scheme, as set out in section 3 of the grant guidance? | Yes, parental contributions could constitute another revenue stream, as referenced in section 3 of the Grant Guidance. | 03/12/24 |
| F&S6 | Is there any guidance about how families who are less well-off might be supported to meet any costs associated with inclusive provision? | No, there is no specific guidance on this. We would expect organisations to have their own policies and processes in place to take account of barriers to accessing services faced by children and families. | 03/12/24 |
| Target group (including children on waiting lists) | | | |
| TG1 | How do applicants identify and support children and young people on waiting lists? | SCC acknowledges that applicants are unlikely to be able to directly identify children and families currently on the waiting lists for short breaks services and this is not an expectation of applying for the grant funding. We would like applicants to give thought to how their proposal might respond to the priorities identified in the Grant Guidance and SCC will look to work collaboratively with organisations who are awarded grants to promote the inclusive opportunities enabled to relevant families. Some expectations in relation to this are set-out in section 12 of the Grant Guidance. | 03/12/24 |
| TG2 | Is there any more precise information on location and age of children on waiting lists in Surrey? | No, we will not be able to provide more detailed information in relation to children on the waiting than is provided in the Grant Guidance. | 03/12/24 |
| TG3 | What about children who are not on the waiting list for short breaks services? | As set out in the Grant Guidance (section 6), the grant fund is open to proposals that support any children with additional needs under the age of 18 in Surrey (so not just the waiting list cohort and other priorities listed) but SCC will be looking to respond to some of the specific priorities listed in terms of funding awards made. | 03/12/24 |

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| Application process | | | |
| AP1 | I am struggling to open the documentation – how do I get help with this? | If you are struggling to access the documentation, please emails shortbreaks.info@surreycc.gov.uk . We may be able to share the documentation in a different format with you directly to support with this. | 03/12/24 |
| AP2 | Can a single organisation make more than one application for different activities? | Whilst there is nothing that would prevent an organisation submitting more than one application, we would steer organisations towards submitting one combined application unless there was a specific basis for doing so. It is important to note that SCC would need to consider both applications in establishing whether or not the £315k threshold for Minimum Financial Assistance has been exceeded (assuming more than one award was proposed). | 03/12/24 |
| AP3 | How many grants are we looking to give away? | There is no maximum or minimum amount of grant awards that we are looking to make through this process. As highlighted above, however, SCC is looking to fund a range of different pilot projects across the county, so the mix and balance of appropriate inclusive opportunities will be considered as part of how final funding awards are made, in line with section 9 of the Grant Guidance. | 03/12/24 |