

## Guidance for Providers

On the

## “Access2Activities” Grant

(DCSF Extended Services Disadvantage Subsidy)



Access **2** Activities

## **Introduction**

The DCSF have identified funding for 2008-2011 to ensure that children and young people (*aged 5 to 16 and from 17 - 18 where they are still in full time education in a school*) disadvantaged by economic circumstances and children in care are financially supported to take part in after school and holiday activities.

The key objective of the funding supports government National Indicators to narrow the gap in achievement and wellbeing. Locally in Bournemouth through the Extended Services way of working this subsidy will also contribute to the strategic outcomes of the Childrens Trust.

From April 2010 an allocation of funding has been made available to Bournemouth, agreed through schools, to give eligible children and young people the opportunity to access activities that they would otherwise have been unable to due to cost.

The funding will be used to directly support the target children to access activities up to 2 hours per week in term time and up to 30 hours in the holidays over a period of a year.

In order to minimise any stigma or put undue pressure on economically challenged families, the subsidy locally will be known as the “Access2Activities Grant”

The Disadvantage Subsidy operates differently and has a different name in other local authorities. If you work across border please make enquiries with the individual authority on how the subsidy will operate for them.

**In Poole the subsidy is called ‘Go For It’ - Poole Family information Service**  
01202 261999 [familyinformation@poole.gov.uk](mailto:familyinformation@poole.gov.uk)

**In Dorset the subsidy is called ‘Step Up’ - Dorset Family Information Service**  
01305 224800 [familyinfo@dorsetcc.gov.uk](mailto:familyinfo@dorsetcc.gov.uk)

### **What do I need to do?**

It is anticipated that for each child or young person who chooses to take part in your activity, either their parent or school (or worker) will book a place with you. We have allocated each school an access code which the person booking will give to you so that you know their place is being subsidised.

Once the child/young person has taken part in or joined your activity **and you have a record for their attendance** we will then pay you for their place on receipt of an invoice from you.

### **Invoices should be addressed to:**

Bournemouth Borough Council, Extended Services, Sir David English Centre, East Way, Bournemouth BH8 9PZ for the attention of Helen Aston.

**Please include details of the child/young person's attendance and their school access code together with the invoice.**

**The above will ensure timely processing of your invoice for payment.**

### **Frequently Asked Questions**

- 1. A child has turned up with a friend that we were not expecting can we invoice for them too?**

*No. The Access 2 Activities grant will only pay for those children/young people who have booked the place with you as part of this scheme.*

- 2. Will this funding be available to cover the costs of additional staff or my admin costs?**

*No. The DCSF requires that the funding is used to pay directly for activities that the target group undertakes.*

- 3. How quickly will my organisation be paid?**

*Schools that offer activities after school and in the holidays will be paid by internal transfer.*

*Private providers will be paid on receipt of a company invoice. BACS payment is preferable however cheque payments can be made and should reach you within 30 days.*

- 4. A younger/older sibling of a child booked has now decided to attend but not booked, can we invoice for them too?**

*Yes. It is likely that the sibling will meet the same economically disadvantaged criteria. Please contact Helen Aston on 01202 456379 to ensure a booking form is completed for the sibling.*

- 5. We are running a 6 week course, when should I send in my invoice?**

*Please send in the invoice at the end of the course.*

- 6. A child who has booked via the Access 2 Activities has not turned up. The space could have been offered to another child. Can we still invoice for the place?**

*Yes. Please invoice as agreed. We would not expect providers to lose money on account of a "no show".*