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| **East Lothian Council,** **Children’s Services****Section 10 Funding Grant Scheme****Application Form** |
| **2024/2025** |
| When you have completed this application form, please return it with any supporting documentation to:[section10funding@eastlothian.gov.uk](file:///C%3A%5CUsers%5CStuart.McCallum%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CINetCache%5CContent.Outlook%5CXPJN7T45%5Csection10funding%40eastlothian.gov.uk)If you have any questions regarding this form please use the email above and someone will get back to you.**Section 10 of the Social Work (Scotland) Act 1968** allows East Lothian Council to make contributions, by way of grants or loans, to any voluntary organisation whose sole purpose is the promotion of social welfare. |
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| For Official Use only**Name of Organisation** |  | Date received: |

* This application form is for a **1 year grant** for 2024/25 under East Lothian Council’s **Children’s Services Section 10 Funding Grant Scheme.**
* The closing date for applications **is: 12:00 on Monday 11th December 2023**.
* Notification of awards will be advised in the **week beginning 19th February 2024** at the latest.
* Please note: before completing this application for funding you should ensure your proposal meets one or more of the **East Lothian Children’s Services Partnership Priorities as follows:**
	+ Improving children and young people’s rights.
	+ Improving children and young people’s mental health and wellbeing.
	+ Implement a Whole Family Wellbeing approach.
* **And** that it fits in with one or more of the current **ELC Children’s Services - Service Priorities:**
	+ We will ensure our practice and our service prevents the need for children and young people to leave their family where this is safely possible. We will take a children’s rights approach to the work that we do.
	+ We will build capacity in our internal care resources.
	+ We will bring CYP back to East Lothian from external placements.
	+ We will work with families to reduce the impact of child poverty through income maximization and access to local resources.
* **Getting it Right for Every Child (GIRFEC)** supports families by making sure children and young people can receive the right help, at the right time, from the right people. The aim is to help them to grow up feeling loved, safe and respected so they can realise their full potential and is underpinned by the Scottish Government principles and values framework which are that any provision is:
	+ Child focussed.
	+ Based on the understanding of the wellbeing of a child in their current situation.
	+ Based on tackling needs early.
	+ Based on the requirement for joined up working.
* **SHANNARI** Wellbeing Indicators are used to chart the progress of any child or young person under GIRFEC and are that they are:
	+ Safe.
	+ Healthy.
	+ Achieving.
	+ Nurtured.
	+ Active.
	+ Respected.
	+ Responsible.
	+ Included.
* You will need to show **in detail** how you will measure individual service user progress under **GIRFEC** utilising **SHANNARI** wellbeing indicators and how the child/ young person/ family/ carer have been involved in this process, in any application submitted.
* You will receive confirmation of receipt of your application by e-mail, notification of awards will be advised in the week beginning 19/2/24 at the latest.

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| **Q1.** **What is the name of your organisation?** |
| **Name:** |  |
| **Address:** |  |
| **Postcode** |  |
| **Telephone number** |  |
| **Email** |  |
| **Website** |  |
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| **Q2. Please provide the contact details of the person responsible for this application** |
| **Name:** |  |
| **Role:** |  |
| **Address:** |  |
| **Postcode:** |  |
| **Telephone:** |  |
| **E-Mail:** |  |
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| **Q3.** **What type of organisation are you?** |
| [ ]  **Registered Charity** (Insert Registration Number) |  |
| [ ]  **Company Ltd by Guarantee** |  |
| [ ]  **Community Interest Company (CIC)** |  |
| [ ]  **Other (please give details)** |  |
| [ ]  **Local**  | [ ]  **National** |
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| **Q4. Please describe what activities and/or items you would like us to fund.** |
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| **Q5.** **Referring to the Children’s Services Partnership Priorities and Children’s Services – Service Priorities: which of the following will your project support?** (please tick) |
| **Children’s Services Partnership – Priorities** (One or more). |
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| * Improving children and young people’s rights
 | [ ]  |
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| * Improving children and young people’s mental health and wellbeing.
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| * Implement a Whole Family Wellbeing approach.
 | [ ]  |
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| **Children’s Services – Service Priorities** (One or more). |
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| * We will ensure our practice and our service prevents the need for children and young people to leave their family where this is safely possible. We will take a children’s rights approach to the work that we do.
 | [ ]  |
| * We will build capacity in our internal care resources.
 | [ ]  |
| * We will bring CYP back to East Lothian from external placements.
 | [ ]  |
| * We will work with families to reduce the impact of child poverty through income maximization and access to local resources.
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| **Q6. Which area(s) will benefit from the project?** |
| Musselburgh  | [ ]  | Haddington & Lammermuir | [ ]  | Fa’side/Tranent | [ ]  |
| Preston Seton Gosford | [ ]  | Dunbar & East Linton | [ ]  | North Berwick & Coastal | [ ]  |
| All of East Lothian | [ ]  |  |  |
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| **Q7. How many people will benefit?** |  |
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| **Q8. When will the project/area of work start and finish?** | Start |  |
|  | Finish |  |
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| **Q9. Explain how this project will support the priorities outlined at 5 above and how you will use GIRFEC and SHANARRI outcomes** **to measure progress for individual children, young people, families and carers and how they will be involved in the process.** |
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| **Q10.** **How will** **you ensure your project is as inclusive and accessible as possible?** |
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| **PROJECT COSTS** |
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| **Q11. Please provide a detailed breakdown of the costs of this project** |
| **Item/activity**(Staff, premises, running costs etc.) | **2024/2025****£****Cost** | **TOTAL required from Section 10 Grant Fund****£** |
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| **Total:** |  |  |
| **Q12. Applicants are expected to explore additional sources of funding to support the project. Detail other funding you have secured or have applied for:** |
| **Source/Funder** | **Amount in £** | **Progress / Status****(Approved or pending)** |
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| **Q13. Are you currently in receipt of any other income from East Lothian Council?** |
| [ ]  **YES** | [ ]  **NO** |
| **If yes, please provide full details** |
| **Amount** | **Purpose** | **Funding provided by (Dept.)** |
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| **DECLARATION** |
| *Please note that, if you provide false, incomplete or inaccurate information in your application or if at any point in the life of any grant awarded fraud is identified, the Council may hold you liable and will be entitled to stop any further scheduled payment under the grant agreement as well as provide your details to relevant fraud prevention agencies.**The Council may use the information you have provided on your application form during assessment and during the life of your grant (if awarded) to administer and analyse grants.**The Council recognises the need to maintain confidentiality and details will not be made public in any way, except as required by law.**On completion and submission of this form you confirm that you understand the Council’s obligations under the Data Protection Act 2018, and the Freedom of Information Act 2000.* *We confirm that the information contained in this application is to the best of our knowledge true and accurate, that we will comply with the terms and conditions of grant. Failure to abide by conditions may result in organisations having to repay their grant and could affect future funding applications.* |

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| ***I confirm that I am authorised to submit this application on behalf of:*** |
| **Name of Organisation:** |  |
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| And that the required policy, procedures, insurance and legal documentations as indicated on the next page are in place |
| **Print Name** |  |  | **Witness Name** |  |
| **Signature** |  |  | **Signature** |  |
| **Position in Organisation** |  |  | **Date** |  |
| **Date** |  |  |  |  |
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| **CHECKLIST** |

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| **Please tick to ensure that you have enclosed the following information:** |
| [ ]  | Copy of most recent constitution or Memorandum and Articles  |
| [ ]  | Statement of Accounts, which have been externally verified; Or copy of last three months’ bank statements if your organisation has been established for less than 12 months. In this instance, please also give an estimate of first year’s income and expenditure. |
| [ ]  | I have read and understand the stated outcomes and can confirm my organisation’s project will contribute to achieving one or more of these outcomes. |
| [ ]  | Any documentary evidence that is required to support your application (research, reports, etc.). |
| [ ]  | We will require successful applicants to demonstrate that they have appropriate organisational policies/procedures in place, i.e. employment, equalities, grievance and complaints procedure, disciplinary policy, environmental policy, Adult and Child Protection policies and disclosures, and appropriate insurance policies. Your Data Protection/ Confidentiality/GDPR policy will also be required. **Please tick to confirm that you have these in place.** **You should not provide these at this stage**. If successful, you may be asked to provide copies. If your organisation does not have any of these policies in place, East Lothian Council may be able to provide support in drafting these. |
| [ ]  | The declaration above has been signed. If you submit you application by e-mail and are able to include an electronic signature please do so, alternatively type your name. If your application is successful, your signature may be required at the offer of grant stage. |

**The closing date for applications 12:00 on Monday 11th December 2023.**

[section10funding@eastlothian.gov.uk](file:///C%3A%5CUsers%5CStuart.McCallum%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CINetCache%5CContent.Outlook%5CXPJN7T45%5Csection10funding%40eastlothian.gov.uk)

Notification of awards will be advised in the week beginning 19/2/24 at the latest.