

COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Application process

This form should be used to apply for funding from any of the five Community Engagement Forums.

Before completing this form, please ensure you check the project funding criteria and application guidance form. You can also get support with completing the application by e-mailing cefadmin@selby.gov.uk. Whether you are applying for a small grant or project funding you will need to complete section 1 and 3 of this application form and then either a grant information form or a project brief in section 2.

This is an application only and will be subject to an assessment process – we cannot guarantee support. The Community Engagement Forum Partnership Board will consider every application received. Please see the decision making flowchart to understand the process your application will go through.

After completing and saving, please send the form by email to cefadmin@selby.gov.uk. We would prefer not to receive applications by post, please.

We will let you know if you have been successful by email unless requested in writing.

Which Community Engagement Forum is this application to?

Please indicate which Community Engagement Forum this application is being submitted to (when applying to more than one CEF you will need to complete a separate application form for each CEF).

Central CEF	
Eastern CEF	
Southern CEF	
Tadcaster & Villages CEF	Yes
Western CEF	

COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Section one: About your organisation

Please tick this box to confirm that you have discussed your application for funding with the relevant Development Officer (this is a requirement of all CEF funding applications). Contact details for both Development Officers can be viewed on the Selby District Council website.

Q1.1 Organisation name

Appleton Roebuck Pre-School Group

Q1.2 Organisation address

What is your organisation's registered address, including postcode?	
The Parish Rooms Daw Lane Appleton Roebuck York YO23 7DJ	
Telephone number one	Email address (if applicable)
07983 789482 (during opening hours)	info@appletonroebuckpreschool.co.uk
Telephone number two	Web address (if applicable)
	http://www.appletonroebuckpreschool.co.uk/

Q1.3 Main contact details

Give us the details of the person in your organisation that is the main contact.

Title	Forenames (in full)	Surname
Mrs	Laura	Swain
Position or job title		
Funding & Marketing Co-Ordinator		

Q1.4 Organisation type

What sector does your organisation fit into?

Social enterprise	
Charity	Yes
Voluntary or community group	
Other	Please describe

COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

When was your organisation set up?

Day	* see below	Month		Year	1978*
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*The Pre-School was set up in 1978. It registered with Ofsted in 1992 and became a charity in 1998.

Q1.5 Reference or registration numbers

Charity number	1166924
Company number	
Other (please specify)	

If you are an unincorporated association and not registered with the Charity Commission, please tick this box and send us a copy of your governing documents (for example, constitution or set of rules) with your application.

Q1.6 Is your organisation VAT registered?

Yes		No	X
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Please note that applications cannot be used to support expenditure on VAT reclaimable by the applicant from HM Revenue and Customs.

Q1.7 Please list all other bodies that you have, or plan to apply to for funding

Name of Body / Organisation	Funding Awarded/Requested*
Co-op Community Fund	We have been accepted on this scheme, the amount to be awarded in November 2019 will probably be around £600, to be spent on technology for the children to use.
Tesco Bags Of Help Scheme	We have applied to this scheme for funding to be spent on refurbishing the gardens and grounds of the Parish Rooms where Pre-School is held. If successful we expect to be awarded anything up to £4,000.

*Where you have not yet applied to the body, please indicate the amount you intend to apply for and write 'indicative' to the side of the amount.

COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Section Two: Grant information or Project Brief (separate document)

Please see the Allocation of Funding Framework and application guidance form to check whether you will need to complete a Grant information form or a Project Brief.

Q2.1 What is the title of your application?

Outdoor Health & Safety Equipment

Q2.2 Please list the details of your application (500 words limit)

Appleton Roebuck Pre-School is a charitable run pre-school for children aged 2 to 5, serving the village of Appleton Roebuck and surrounding areas.

Fundraising plays an important part in keeping our pre-school open, and support from our parents and local communities are essential. All new play equipment and learning resources are paid for via fundraising, helping us to provide this valued service that is at the heart of our rural community.

Outdoor play features highly in our values, encouraging children to take part in physical exercise, learn about nature and generally benefit from being outside in the fresh air.

Our application is for funds to pay for some outdoor health & safety equipment which will enable our children to play outside safely and to help them learn about keeping themselves safe when they are out in the community.

The first item we would buy with the grant is a manual awning that would attach to the outside of the building that could then be pulled open in sunny weather providing a shadowed, sheltered area that the children could play in and be protected from the sun. This would allow a lot more outdoor learning possibilities in the Summer. The awning could also be used by other community groups (for example the Little Apples Playgroup, and families that book the building for their parties and events).

The second item we would buy with the grant is a road safety play set, this includes several road signs, bollards and a zebra crossing mat. As we live in a rural area the children do not have much experience of heavy traffic, varied road signs and pedestrian crossings, so this set will allow the children to learn about road safety. The play set can also be used in conjunction with the bikes, play-cars and other outdoor toys, to encourage imaginative play.

COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Q2.3 Is there a specific date your applications needed to be funded by?

No

Q2.4 Which two objectives in the specific Community Development Plan will your application meet? (250 word limit for each objective)

Which objective?	How will you achieve this?
<p>Objective 1:</p> <p>Community Safety, Health and Wellbeing</p>	<p>The manual awning would shade the pre-school children from the sun, therefore protecting their health and keeping them safe. It would also facilitate extra outdoor activities, thus helping to improve the children's general wellbeing.</p> <p>The road safety play set will help the children to learn road safety, for example teaching them how to use a zebra crossing safely. This will help keep the children safe on roads, both now and in the future. It will also encourage outdoor imaginative play which will contribute to their general wellbeing.</p>
<p>Objective 2:</p> <p>Leisure, Culture & Education</p>	<p>As mentioned before in the application, all new play equipment and learning resources are paid for via fundraising. If we are successful with the grant application then the new items we purchase will help greatly with the pre-school children's education and also help in the long-term by allowing us to keep the pre-school open and running.</p> <p>The manual awning will also be available for use by other community groups that spend their leisure time at Appleton Roebuck Parish Rooms (outside of pre-school hours).</p>

COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Q2.5 Please outline how the application will benefit the specific CEF area and why there is a need for your proposal? (500 word limit)

Throughout 2018/19 Appleton Roebuck Pre-School has had a record breaking year in terms of the number of children attending per week, with as many as 30 in July 2019. As the numbers increase we need to ensure that we have enough play equipment to amuse all the children, and to satisfy all their different abilities and preferences.

In addition, an increasing number of attendees also means that health and safety is crucial, helping to protect our children and keep them safe. For both these reasons the funding would be so gratefully received if we are successful.

As the Parish Rooms is not used exclusively by pre-school the space has to be versatile, often having to pack items away at the end of a session to make way for another community group or private booking. For this reason to manual awning would be really useful, being able to pull it open when needed, then close it up so as not to impact on other building users (but of course it would still be available to them if needed).

Appleton Roebuck Pre-School is a vital part of our rural community, the majority of local children attend for at least some of their pre-school life, and it aims to make the transition to primary school a seamless one. Pre-School follows the Early Years Foundation Stage (EYFS), a framework used nationwide to set standards for the learning, development and care of children from birth to 5 years old. This ensures that our children's early education is as good as it can be, and that they are ready to take on both Primary School and the rest of their education confidently. If successful the items purchased with this funding will contribute towards Pre-School's support of the EYFS framework, mainly covering (but not restricted to) the following areas:

- physical development
- personal, social & emotional development
- understanding the world

The Parish Rooms in Appleton Roebuck, where pre-school is held each weekday, is also used for other community groups - for example evening Pilates exercise classes, weekly Little Apples playgroup, fundraising events for local charities - and can also be booked out privately for birthdays and other functions. The manual awning will be made available to all of these groups and events, helping to promote sun safety in the Summer months.

As already mentioned the majority of the local children attend pre-school and it has a huge impact on the children and their parents - not just educationally but also socially. We organise fundraising events, social gatherings and many of the children form lifelong friendships whilst at pre-school. I cannot begin to emphasise how much of a good job the pre-school staff and committee do, and how much hard work they put in, and we need to continue to fundraise hard to ensure that this much-needed and much-loved facility is around in the years to come.

COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Q2.6 How much funding are you requesting?

Please provide a breakdown of the different cost elements associated with your application:

Cost Element	Cost (£)
Road Safety Play Set - YPO	£196
Greenbay Manual Awning (or similar) plus fitting - Amazon	£250
Total Cost	£446

Q2.7 Is the total cost of the application more than the amount you are requesting?

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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If yes, where will you get the other funding from and has this been secured?