**BIDDING TEMPLATE**

* New Funding Instructions will be issued for 2024/25. They will be updated from the previous year.
* Funding can only be provided where there is evidence that other forms of funding cannot be accessed or need to be supplemented.
* Please refer to the assessment criteria for this funding when completing this form.

**Examples of Eligible Expenditure:**

* Room/facility hire in which childcare is offered so that parents can attend ESOL lessons.
* Creche, nursery and/or childminder fees.
* Interpreter fees ie. to assist parents in their interaction with childcare staff.
* Creche/nursery worker salaries/wages, only for the hours spent providing childcare to the children of Refugees accessing ESOL.
* Innovative approaches such as providing family English language learning sessions to help parents learn English when they are unwilling or unable to leave their children.
* Costs directly linked to mobilising provision to bring lessons closer to learners unable to attend mainstream provision.
* Training costs for childcare facility staff, eg. paediatric first aid training, only for those providing childcare to the children of Refugees accessing ESOL.
* Additional transport costs that are not funded through existing Department for Transport, Local Authority or other funding streams.

**Examples of Ineligible Expenditure:**

* Capital costs - Office furniture/equipment/stationary/postage costs. IT equipment.
* Mainstream ESOL lessons/classes.
* Salaries for staff of childcare facilities who are not hired solely to assist with ESOL childcare provision.
* Local Authority and Strategic Migration Partnership staff costs, including training.

|  |  |
| --- | --- |
| **Local Authority / Strategic Migration Partnership / Community Sponsorship Group**  |  |
| **Duration of the project** |  |
| **Identification of Need** | *Please describe:** *What is your project?*
* *Who will benefit? Please include in the table below the number of families you are aiming to support.*
* *How will it address barriers to access?*
* *What other forms of funding are available and have these been accessed or explored?*

|  |  |
| --- | --- |
| How many individuals will these projects support in total? | **UKRS:** **ACRS:** **ARAP:**  |

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| **2) Outcomes** | *Please describe:** *How this project will enable access to or improve the Refugees’ attendance at classes.*
* *How this project will demonstrate value for money.*
* *Any risks to delivery and how these will be mitigated.*
 |
| **Funding required:** | *Include an itemised breakdown of how the funding will be spent.**Please use the table below and include calculations.**Note: itemised breakdown may vary as the financial year progresses, this is just to give an indication.*  |

\**The maximum recommended amount that can be spent on admin/project support is 10%*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **REF** | **HEADINGS** | **EXPENSES (£)** | **Provider (if known)** | **FURTHER DETAIL/COMMENTS [Please include calculations]** |
|  | **ELIGIBLE DIRECT COSTS** |  |  |  |
| **A** |  |  |  |  |
| **B**  |  |  |  |   |
| **C** |  |  |  |  |
| **D** |  |  |  |  |
| **E** |  |  |  |  |
| **F** |  |  |  |  |
| **G** |  |  |  |  |
| **H** |  |  |  |  |
| **I** |  |  |  |  |
| **I** | **TOTAL DIRECT COSTS (A+B+C+D+E+F+G+H+I)** |  |  |  |
| **J** | **INDIRECT COSTS\*** |  |  |  |
| **K** | **TOTAL ELIGIBLE COSTS (J + K)** |  |  |  |

**Of the Total Eligible Costs detailed above, please indicate the amounts that will be spent on UKRS, ACRS and ARAP beneficiaries respectively:**

|  |  |
| --- | --- |
| **SCHEME** | **AMOUNT (£)** |
| **UKRS** |  |
| **ACRS** |  |
| **ARAP** |  |