



Dear Provider

Re: Suffolk County Council's Children and Young People's Activities Unlimited Service Investment Grants 2025/26

We are now inviting new applications for the funding of Short Break activities for the 2025/26 financial year.

To allow sufficient time to fully consider all applications we have set a submission deadline of midnight Sunday 27th October 2024. This will enable the panel to consider the merits of each application in accordance with the directorate's commissioning intentions, and the needs and wishes of the families this funding will support.

Applications received after midnight on the 27th October 2024, or where the application is found to be incomplete or lacking supporting evidence, will not be considered.

Your application will be reviewed by a multidisciplinary panel, consisting of key stakeholders including parents/carers and Suffolk County Council representatives. Please see Guidance Notes for more information. Subsequent funding decisions will consider factors such as prior customer uptake, unit pricing, geographical location and the work we have undertaken to understand the needs, wants and wishes of disabled children, young people and their parents/carers.

Please bear in mind that we will be looking to achieve best value for our grant investment to maintain equity of short break provision across the County and therefore meet the wide-ranging needs of children and young people with SEND in Suffolk.

We require a Safeguarding Self-Assessment Form from all successful applicants. If successful, the Self-Assessment Questionnaire will be sent to you after your application has been through panel.

Some providers working for other departments in the County Council may have already completed this work; in this scenario, please can you share your previous return with us.

The application form, guidance notes, and Activities Unlimited service development strategy are now all available on the Local Offer website. We look forward to receiving your application, and to working with you over the coming weeks and months.

To assist in your planning, here is the timetable for our grants process is below:

Monday 16 th September 2024	Activities Unlimited application window opens
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Midnight Sunday 27 th October 2024	Application window closes
11 th & 12 th December 2024	Grant Panel meets to review applications – Initial awards agreed
January to April 2025	Delivery plans finalised and formal/final Grant Agreements issued to successful organisations

Should you have any questions regarding the application process, or require any assistance, please do not hesitate to contact a member of the Activities Unlimited team on 01473 260026.

Yours Sincerely



Paula Benneworth

SEND Operations Manager



Chris Southwell

Lead Provider Account Manager