**Bletchley Clubs Expression of Interest form for existing providers**

Please complete this form if you want to apply for funding to help boost clubs you are already offering within the Bletchley area.

**Section 1 Organisation Information:**

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| Name and address of organisation |  |
| Lead contact name |  |
| Email |  |
| Phone |  |

**Section 2 Existing Club:**

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| 2.1 Please provide a summary of the club that you run at present  |
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| 2.2 Where does the club take place?  |  |
| 2.3 When does the club take place (days of the week and times)  |  |
| 2.4 Who is the club for? |  |
| 2.5 What is the minimum and maximum number of places available at your club? |  |
| 2.6 Are all the available places full?  | Yes [ ]  No [ ]  If yes, do you have a waiting list? |
| 2.7 How much does it cost to attend your club? |  |

**Section 3 Boosting your club:**

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| 3.1 How would you use funding to boost your club? |
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| 3.2 Will further sessions be added to your club? | Yes [ ]  No [ ]  If yes, please provide details i.e., number of weeks, months boosts will be available for days of the week and times ? |
| 3.3 Will there be any changes to who can attend the club?  | Yes [ ]  No [ ]  If yes, please provide details? |
| 3.4 To run your club what will be the minimum and maximum attendance number.  |  |
| 3.5 Will there be any change to the cost to attend your club?  | Yes [ ]  No [ ]  If so what will the cost be? |
| 3.6 How much funding are you requesting?  |  |

**Section 4 Policies and Procedures:**

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| **4.1 Policies and Procedures**Organisation must be able to demonstrate and explain their safeguarding arrangements and have relevant and appropriate policies and procedures such as:* + Safeguarding (including appropriate DBS checks for staff and volunteers).
	+ Health and Safety.
	+ Insurance.
	+ Evidence of up-to-date accounts, and a separate bank account in the organisation’s own name.
	+ Where clubs are Ofsted registered, clubs must also be compliant with the Ofsted requirements for working with children.
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| Please confirm that you have these in placeYes [ ]  No [ ]   |

**Section 5 Data and Intelligence:**

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| 5.1 Organisations will be expected to provide information on attendance at each activity. A specific template will be provided for this. |
| Please confirm that you agree to comply with this. Yes [ ]  No [ ]   |

**Name *(Print Name****)* **Job Title**

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**Signature Date**

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Please email a single PDF version of your completed application form with the subject header, Bletchley Club to BletchleyClubs@milton-keynes.gov.uk