



Decisions R Us Funding Panel

- Is about children and young people with disabilities choosing the activities they want to do and the equipment they need to access these activities or short breaks. Alone or with support they can then bid for money to pay for the activity or equipment.
 - The involvement of children and young people is essential to Decisions R Us, they bid for the money and the Decisions R Us Panel includes children and young people.
 - Is about encouraging and allowing children and young people to plan, develop and deliver activities for themselves and other children and young people.
 - Is administered by the Short Breaks Team.
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Can I apply?

- Yes, if you are aged 5-18, live in Hounslow, have a disability and meet the eligibility criteria Pathways 1, 2, 3 as set out in the Short Breaks Eligibility Criteria.
 - You can apply alone or together with a friend or group.
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How much can I apply for?

- You can make as many bids as you like up to a maximum of £250 in total
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What can I apply for?

- A short break away from the person who looks after you, this may be for a few hours, or longer, or even overnight.
 - Activities such as a cinema trip, concert or sports sessions.
 - A piece of equipment that will help you access different activities that no one else would buy for you.
 - One off venue hire
 - Help with accessing a service, e.g. someone to help you, like a carer. This carer cannot be member of your family.
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Are there things I can't apply for?

You cannot apply for money for:

- Activities that have already happened
- Activities or projects that don't have an end or regular venue hiring unless you can say what will happen afterwards.
- Activities that we don't think will keep you safe or that the person who looks after you doesn't think it is a good idea.
- Home equipment such as televisions, contract phones or home bills like electricity.

How do I apply?

- By completing the application form at the end of this guidance in black or blue ink.
 - You need to have the consent of the person who looks after you, such as your parent or carers to apply.
 - You can use any communication method to apply, such as written words, PECs symbols, photographs or video.
 - You then return your form to the Short Breaks Team at the address at the end of the form.
 - Ask someone for help with the form if you are stuck, this could be your parents or carers, your brothers and sisters. You can call or email the Short Breaks Team if you would like help filling out your form. Don't be shy, we're here to help!
 - You need to explain how much your idea will cost.
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How are the decisions made?

- The Decisions R Us Panel meets every other month throughout the year.
 - The Panel is made up of young people, Hounslow Councillors and the Assistant Director of the Children's Services and Lifelong Learning department.
 - The Panel looks at all the bids to make sure they meet the criteria in this guide.
 - Sometimes the Panel may call you to ask for more information before making their decision.
 - The Short Breaks Team will write to you when they receive your form and when a decision has been made about your bid.
 - If your bid cannot be agreed the Short Breaks Team will explain why this is.
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Does the Panel want to know if I enjoyed spending my money?

- Yes please!
- To bid for money you must agree to give us feedback about how you used the money.
- We really want to know if you enjoyed your short break and how it made you feel.
- You can write to us, phone us or email us.
- If you would like to share photos, art work or any mementoes of your activity we would really like to see them.

Name

Date of birth

My bid is for:

An activity

A piece of equipment

A carer or assistant

I will spend the money on:

If I get the money I will feel:

Getting the money will change my life because:

Signed

Date

We just need a bit more information

Home address

Phone number

Email

Parent/ carers name

School

Disability

Project costs/spending

How much will the idea cost in total?

£

How much money is being applied for?

£

If the idea costs more than £250 - how will the rest be paid for?

Will money for this activity/project be coming from anywhere else? If yes where from and how much?

Adult support

As the adult you agree to support the young person making the bid to use any funds awarded appropriately and as specified in the bid. Short Breaks, for audit purposes, needs to be able to evidence how the award was spent, and will require proof of any expenditure.

As a condition of the bid, the young person is asked to provide their own feedback of how they used the award, and you agree to support them to do this in a way, which is appropriate to the bid, and the applicant's needs. If you require any further guidance, help or support, please contact the Short Breaks team on **020 8583 3636**.

Name:

Relation to young person:

If you do not have parental responsibility, has the bid been discussed with someone who does for the applicant?

Yes

No

Contact Address:

Home number:

Office number:

Mobile number:

Fax number:

E-mail:

Signed:

Date:

Return address and contact details:

Short Breaks, SWTCD

Hounslow House

7 Bath Road, Hounslow, Middlesex, TW3 3EB

Telephone: **020 8583 3636**

E-mail: **shortbreaks@hounslow.gov.uk**