OSCAR Funding Application
Part two
Programme information

MINISTRY OF SOCIAL DEVELOPMENT
TE MANATŪ WHAKAHIATO ORA

If you (or your organisation) provide Out of School Care and Recreation (OSCAR) for under 14-year-olds before school, after school or as holiday programmes, you may be eligible for OSCAR grant funding from the Ministry of Social Development.

For more information about the OSCAR grant funding criteria, visit **www.workandincome.co.nz**

What you need to do

To apply for OSCAR funding, there are two forms you must complete.

- *Part one* - Provider information
- *Part two* - Programme information (this form)

You need to complete a *Part two* form for each site that you're applying for OSCAR funding for, and just one *Part one* form. Note that *Part one* and *Part two* forms must be returned together. We prefer you email them to us.

If you're completing them electronically, we recommend you save each application as you complete it, then attach the forms to an email and send them all to:

OSCAR_Grants@msd.govt.nz

You can also post your forms to:

National Contracts - OSCAR
Ministry of Social Development
PO Box 1556
Wellington 6140

What you need to provide

When you apply for OSCAR grant funding, you'll need to provide::	
• this and any other Part two – Programme information forms for each venue you operate from	☐
• a *Part one* application	☐
• a copy of your Social Services Accreditation letter for each site or venue.	☐
If you've never applied for OSCAR grant funding from Work and Income before, you'll also need to provide proof of your organisation's:	
• legal status, for example a copy of your organisation's Incorporation Certificate	☐
• GST number, for example a letter from Inland Revenue	☐
• bank account number and account holder details, such as a pre-printed deposit slip or bank statement.	☐

Eligibility

1 **Do you have Ministry of Social Development approval for programmes operating at this venue?**

- ☐ No — The programme does not qualify for OSCAR grant funding
- ☐ Yes

2 **Are there any conditions on your approval?**

- ☐ No
- ☐ Yes — The programme does not qualify for OSCAR grant funding

3 **Does the programme meet the minimum average attendance numbers for funding?**

- ☐ No — The programme does not qualify for OSCAR grant funding
- ☐ Yes — **Please tick which applies**
  - ☐ Five children for before school
  - ☐ Ten children for after school
  - ☐ Ten children for holiday programmes

4 **Does the programme operate five days a week for the following minimum hours:**

- ☐ No — The programme does not qualify for OSCAR grant funding
- ☐ Yes — **Please tick which applies**
  - ☐ before school care – at least five hours a week
  - ☐ after school care – at least ten hours a week
  - ☐ holiday programmes – at least 30 hours a week, for a minimum of four weeks a year with at least one week in each holiday period.

5 **Do you receive income from parent fees/contributions?**

- ☐ No — The programme does not qualify for OSCAR grant funding
- ☐ Yes

Information about the programme

6 **What is the name of the programme?**

7 **What is the street address for the venue this programme operates from?**

Number | Street name

Suburb | Town/City

8 **What is the SWN for this venue?**

SWN number ☐☐☐ | ☐☐☐ | ☐☐☐

INFORMATION FOR Q9:
High Deprivation means an area recognised in the Deprivation Index 2018, by Otago University.

9 **Does the programme run in an area of high deprivation?**

☐ No ☐ Yes

10 **Does the programme run in an isolated area?**

INFORMATION FOR Q10:
An isolated programme is a programme operating in an area with no other programmes.

☐ No ☐ Yes

Seasonal information

11 **Is attendance at this venue impacted by seasonal work?**

☐ No ☐ Yes **Please provide more information about the impact of seasonal work and what is available in your area.**

ATTACHMENT FOR Q11:
Please provide evidence such as attendance data showing peaks and flows, and information about seasonal work available in your area.

12 **Please provide an average of your attendance numbers in your high and low seasons.**

☐ High season ☐ Low season

Information about the venue

13 **What type of venue is this?**

☐ Private
☐ Commercial
☐ Community hall/centre
☐ Early childhood centre
☐ School hall
☐ Other **Please describe the type of venue**

Details of the programme

14 **What type of programme(s) do you operate at this venue?**

Please tick all that apply

☐ Before school
☐ After school
☐ Holiday **How many weeks will your holiday programme operate each year?**

☐ less than eight weeks
☐ eight weeks or more

HOW TO ANSWER Q15:
Daily average actual attendance is the total number of children who actually attended each day, divided by the number of days the programme operated for the same period.

15 **What are the daily average actual attendance numbers for each of your programmes for the period between 1 April last year to 31 March this year?**

Before school

After school

Holiday

16 **Does your programme specifically support any of the following groups?**

☐ No **Go to question 18**

☐ Yes **Please tick the one that applies**

☐ Māori ☐ Pasifika ☐ Immigrants

☐ Refugees ☐ Children with special needs and/or disabilities

17 **Tell us how you specifically support the groups you run a programme for.**

18

Please provide a description of the programmes you provide at this venue. Include information about how you plan your programme, and provide examples of activities.