

grant assessment form

1 Aims and objectives of the organisation

The Community Council forms the local tier of statutory representation in Scotland. It bridges the gap between Local Authority and local communities to ensure representation from all community members.

2 Purpose of the grant (including breakdown of costs)

Replacement of Community Council Computer which is over 6 years old, and is used by the Secretary of the Community Council. A new computer with word processing, internet ready and printer is required.
Costs: DELL Inspiron 1501 Laptop + Service Package (3 years coverage), carry case, printer, virus scanner with Microsoft (Home & Student) £780.43

3a How many people are on the organisation's Management Committee? 19 elected members

3b What is the organisation's total membership? 19

3c How many members usually attend the organisation's meetings or events? 15/16

3d How many members of the organisation would benefit from the grant? 19

3e How many members of the community would benefit from the grant?

**4 How will the grant :-
(a) develop the organisation; or**

- Notes of meetings
- Correspondence
- Annual accounts etc

(b) benefit the local community.

Improved communication in the community and allow for interest cutting back on paper usage

5	Total cost of project		£ 780.43
	Amount of grant requested		£ 600.00
	Bank Balance(s)	Date 25207.07	£ 725.07
	Where the group has more than one bank account all balances should be recorded		
	Cash in hand	Date	£ nil
Value of any other financial assets		Date nil	£
Name of other funding sources			

Amount and date of grant	
£	Date

6 **If latest balance (including other financial assets) exceeds the cost of the project or is substantial, are these funds ring-fenced for the normal activities of the group or can they contribute to the cost of the project?**

N/A

7 **Recommendation**

Support

Refuse

Defer

Amount **£600.00**

Recommended

Reason for recommendation

The use of the computer will enhance and support the effective communication of the Community Council and the community it serves. It will also reduce costs of paper and printing using electronic returns where appropriate.

Management Risk Ranking L / M / H	Child Protection Risk Ranking L / M / H
Risk Ranking based on Grant Application and Financial Information used to determine appropriate levels of monitoring and evaluation.	Applications with a HIGH ranking are not recommended for support

8 **If there are any revenue implications how will they be met in future years?**

No

9 **Does the project represent value for money?** Yes

10 **Cross boundary grant (if applicable) and division per committee (the calculation should identify the corresponding number of individuals within the respective Local Committee areas who will directly benefit from the grant award)**

	Nos	Amount	%
Northern Local Community Planning Forum			
Central Local Community Planning Forum	19	£600.00	100%
Southern Local Community Planning Forum			
Other areas outwith EA			
Method of Division			

All questions on this form must be completed