

grant assessment form

1 Aims and objectives of the organisation

The group, Silverwood Home and School Association, exists to raise funds for extra curricular events and activities for the pupils of Silverwood Primary.

2 Purpose of the grant (including breakdown of costs)

The Home and School Association is taking the pupils to the Pantomime at the Palace Theatre and is requesting financial assistance for the cost of the buses to transport the young people to and from the Theatre.

3a How many people are on the organisation's Management Committee? 12

3b What is the organisation's total membership? 300 pupils

3c How many members usually attend the organisation's meetings or events? 10

3d How many members of the organisation would benefit from the grant? 300 pupils

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

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

The grant would allow all pupils to be transported safely and together as 1 social cohesive group to their Christmas outing. The families are paying for the cost of the pantomime and the grant application is for the cost of transport.

(b) benefit the local community.

N/A

5	Total cost of project		£ 520
	Amount of grant requested		£ 520
	Bank Balance(s)	Date 15 Oct 2007	£ 1200.17
	Where the group has more than one bank account all balances should be recorded		
	Cash in hand	Date 9.11.07	£ 50.00
Value of any other financial assets		Date N/A	£
Name of other funding sources			
N/A			
Amount and date of grant			
£		Date	
		N/A	

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?
	The money in the bank account is used to finance a Christmas Fayre, Santa's Grotto and essential school items such as dictionaries.

7	Recommendation	
	Support	
	Refuse	✓
	Defer	
	Amount	
Recommended		
Reason for recommendation		
The decision is to refuse the grant as the pantomime visit is within school hours and is therefore the responsibility of the school and not the local grant system		
Management Risk Ranking L / M / H Risk Ranking based on Grant Application and Financial Information used to determine appropriate levels of monitoring and evaluation.		Child Protection Risk Ranking L / M / H 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?
	N/A

9	Does the project represent value for money?	Yes ✓	No

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		REFUSE	
Southern Local Community Planning Forum			
Other areas outwith EA			
Method of Division			

All questions on this form must be completed