

# grant assessment form

**1 Aims and objectives of the organisation**

To relieve poverty and to promote the benefit of homeless and vulnerable people in the Ayrshire area. Specifically the project operates a drop-in centre providing sustenance, education and information to centre users.

**2 Purpose of the grant (including breakdown of costs)**

The grant should provide daily breakfasts and twice weekly evening meals to centre members in addition to other activities available.

**Costs:**

Rent	£ 1300	Replacement Crockery / Pans	£450.00
Cleaning Materials	£ 500	Foodstuffs	£4000.00
Electricity/Gas	£ 2500		

**TOTAL £8750.00**

**3a How many people are on the organisation's Management Committee?** 4

**3b What is the organisation's total membership?** 50

**3c How many members usually attend the organisation's meetings or events?** 30 approx

**3d How many members of the organisation would benefit from the grant?** 50

**3e How many members of the community would benefit from the grant?** 50

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

The grant will maintain the daily drop-in sessions and provision of meals for vulnerable people in the community.

**(b) benefit the local community.**

As above; the grant will provide a place for local people to congregate and make use of the centre's facilities and support.

5	<b>Total cost of project</b>		£ 8750.00
	<b>Amount of grant requested</b>		£ 4650.00
	<b>Bank Balance(s)</b>	<b>Date</b> 30 <sup>th</sup> June '08	£ 53507.55
	Where the group has more than one bank account all balances should be recorded		
	<b>Cash in hand</b>	<b>Date</b>	£ Nil
<b>Value of any other financial assets</b>		<b>Date</b>	£ Nil
<b>Name of other funding sources</b>			
Scottish Community Foundation / Robertson Trust			
<b>Amount and date of grant</b>			
<b>£</b>		<b>Date</b>	
Various		As stated on grant	

6	<b>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?</b>
	2 accounts in project : £47612.88 ringfenced for educational project and £4953.00 ringfenced for new kitchen from Scottish Community Foundation.

7	<b>Recommendation</b>	
	<b>Support</b>	<input checked="" type="checkbox"/>
	<b>Refuse</b>	<input type="checkbox"/>
	<b>Defer</b>	<input type="checkbox"/>
	<b>Amount</b>	£ 4000.00
<b>Recommended</b>		
<b>Reason for recommendation</b>		
<u>See Appendix</u>		
Management Risk Ranking <input checked="" type="checkbox"/> / M / H		Child Protection Risk Ranking <input checked="" type="checkbox"/> / M / H
Risk Ranking based on Grant Application and Financial Information used to determine appropriate levels of monitoring and evaluation.		Applications with a <b>HIGH</b> ranking are not recommended for support

8	<b>If there are any revenue implications how will they be met in future years?</b>
	None

9	<b>Does the project represent value for money?</b>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
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10	<b>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)</b>
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	Nos	Amount	%
Northern Local Grants Committee		£400	10
Central North Local Grants Committee		£1,800	45
Central South Local Grants Committee		£1,800	45
Southern Local Grants Committee			
Other areas outwith EA			
Method of Division	Division based on working knowledge of group as clients addresses change on a regular basis.		

**All questions on this form must be completed**

## **APPENDIX**

### **CG4042 - ALLIES (Working with the Homeless)**

#### **QUESTION 7 - Reason for Recommendation**

The amount of £4000.00 is recommended to pay for the food and running costs of the daily drop-in provided at ALLIES.

This is in recognition that the centre is used by 20-30 people on a daily basis and is maintained by the hard work and dedication of volunteers. Additionally, the provision of meals and drop-in services, compliments ALLIES social and education aims. The group is further developing its service, and is in the process of employing an additional support worker through money accessed by Llyods TSB.

The full amount is not recommended as it was considered difficult to separate running costs from the educational programme; which was reported by the chair to contribute some rental income to the project. Of the current bank balances, relating to the two separate accounts, £47,612.88 is ringfenced in a separate account for the management and delivery of an adult literacy project through the local Learning Partnership. This includes the staffing costs of a full time worker (£24,720 p.a., plus social security costs). In the second account, earmarked for the running of the “drop-in” and daily meals, £4953.00 from the Scottish Community Fund is ringfenced to replace kitchen storage units and cooker. This leaves the group with unrestricted funds of £941.67 to provide the foodstuffs for daily breakfasts, and meals on Monday and Wednesday evenings.

Thus, it is felt rental and energy costs are already covered by existing funding in the centre, and are not supported in this application. Taking last years audited accounts as a guide, and with cognisance of rising food costs, it is felt that £4000.00 will sufficiently cover the cost of foodstuffs for the coming year.

As suggested in a previous application, the group may wish to seek the assistance of a local support worker to explore the issue of fundraising.