

grant assessment form

1 Aims and objectives of the organisation

The aim of the group is to advance the education of pre-school children with the emphasis on play experience, so that they may take a constructive place in the community and also to advance the education of their parents and other appropriate persons.

In furtherance of the above aims the group shall seek:

- (a) to provide safe and satisfying group play in which parents take part when appropriate.
- (b) to encourage other charitable activities through which parents may help the children.

2 Purpose of the grant (including breakdown of costs)

The grant would be used to purchase equipment which would enable the group to meet all aspects of the 3 -5 curriculum and the curriculum for Excellence and to achieve their full potential.

The breakdown of costs are:

Equipment = £1,464.16 (To replace old equipment and to extend choice)

Outdoor Play Equipment = £426.01 (To extend physical activities)

Photocopier = £600.00 (To copy activity sheets etc. for the children and information sheets/newsletters for the parents and planning sheets etc. for staff.)

Total = £2,490.17

3a How many people are on the organisation's Management Committee? 15

3b What is the organisation's total membership? 52

3c How many members usually attend the organisation's meetings or events? 40 daily

3d **How many members of the organisation would benefit from the grant?** 52

3e **How many members of the community would benefit from the grant?** 52

4 **How will the grant :-**
(a) develop the organisation; or
 The grant funding would enable the group to replenish old equipment and purchase new equipment to meet all aspects of the Curriculum for Excellence. The purchase of a colour photocopier would aid the group both for administration purposes and for the children as the use of colour inclusion would enhance the activity sheets and posters used by the group as part of their numeracy and literacy provision for the children.
(b) benefit the local community.
 The equipment purchased would further enhance the group which provides a valuable service to families within the community some of whom live in outlying farms and cottages.

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Total cost of project		£2,490.17
Amount of grant requested		£2,241.00
Bank Balance(s)	Date 1/2/08	£9,527.12 (main a/c) £6,677.03 (fundraising a/c)
Where the group has more than one bank account all balances should be recorded		
Cash in hand	Date 5/2/08	£60
Value of any other financial assets	Date	£
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?**

Main a/c – the balance includes £1,212 for CPD (continual professional development for 6 staff) as part of the partnership agreement with EAC and £2,275 Capital Grant Funding received by EAC from the Scottish Government to upgrade facilities or provide outdoor play provision. The group will utilise this money to build storage cupboards in the John Fulton Hall and to implement a garden project with the children. The group would contribute £249.17 to the project and the remaining balance will be utilised for wages, lets, insurance, stationery costs and art and craft materials.

Fundraising a/c – the balance in this account is maintained by the group as contingency for redundancy payments in the event of closure. The group are flourishing and do not anticipate this occurring but have taken this decision as part of sound financial business management.

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Recommendation	
Support	Yes
Refuse	
Defer	
Amount Recommended	£1,814.99
Reason for recommendation	

All questions on this form must be completed

I have advised the group to submit an additional application for Capital Grant Funding to the Early Education and Childcare Services department for £426.01 to cover the cost of the outdoor play equipment as we still have a balance remaining. An application form has been forwarded to them.

The group provides an excellent service to the families within the community in partnership with East Ayrshire Council. The service is well managed and staff and committee members work in harmony to continually improve their facility and to meet all regulatory standards. The grant funding would enable them to further enhance their provision and to replace worn equipment in relation to the health and safety of all users.

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?

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	%
Cumnock Area			
Doon Valley			
Kilmarnock Central	22	£767.80	42%
Kilmarnock North			
Kilmarnock South			
Irvine Valley			
Northern Area	30	£1,047.19	58%
Other areas outwith EA			
Method of Division	£1,814.99 ÷ 52 members = £34.90 (approx) per child.		

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