

grant assessment form

1 Aims and objectives of the organisation

The organisations main aims and objectives are to help alleviate need, assist people and no-one is excluded regardless of race, religion or gender.

2 Purpose of the grant (including breakdown of costs)

The grant would be used for the replacement of some kitchen equipment to allow the organisation to continue to provide a 'soup and sandwich' service which is open to all.

Breakdown of costs are as follows:

Frying Pans	£ 32
Trolley	£135
Grill	£500
Cups	£60
Total	£727

3a How many people are on the organisation's Management Committee? 13

3b What is the organisation's total membership? 90

3c How many members usually attend the organisation's meetings or events? 90

3d How many members of the organisation would benefit from the grant? 90

3e How many members of the community would benefit from the grant? 40 per day max

4 How will the grant :-

(a) develop the organisation; or

It would enable the organisation to continue to provide a worthwhile service to the community.

(b) benefit the local community.

It will enable members of the community to continue using the service. The service is attended by hostel users, homeless etc.

5	Total cost of project		£727
	Amount of grant requested		£677
	Bank Balance(s)	Date 31/07/2008	£6,740
	Where the group has more than one bank account all balances should be recorded		
	Cash in hand	Date 29/08/08	£200
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?**

7 **Recommendation**

Support

Refuse

Defer

Amount **£677**

Recommended

Reason for recommendation

I recommend that this organisation should receive the full amount of £677. The grant will enable them to continue to provide their 'soup and sandwich' service and assist them in buying new kitchen equipment. The service is on 2 days per week and is well attended with about 40 people attending each day. Although the organisation has a bank balance of £6,740 this will be used for on-going running costs, food purchase and other consumables, food parcel provision, free meals at Christmas and the organisations band. The membership of the organisation is made up of 3 areas being Northern, Central North and Central South. I have put that Central North and Central South are level on 35% and Northern to be 30% after my discussions with the applicant David Burns.

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

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	%
Northern Local Grants Committee		£203.10	30%
Central North Local Grants Committee		£236.95	35%
Central South Local Grants Committee		£236.95	35%
Southern Local Grants Committee			
Other areas outwith EA			
Method of Division			

All questions on this form must be completed