

grant assessment form

1	Aims and objectives of the organisation
	To provide a service to the community; photocopying, faxing and bookings for the community bus.
2	Purpose of the grant (including breakdown of costs)
	To pay insurance premiums of £365; telephone and fax accounts £280; rent and building insurance to East Ayrshire Council £202; paper, cartridges, envelopes and stamps £133.50. Contributions to Community Council; public liability insurance and Scottish Government Data Protection £55.
3a	How many people are on the organisation's Management Committee? 4
3b	What is the organisation's total membership? 18
3c	How many members usually attend the organisation's meetings or events? 15
3d	How many members of the organisation would benefit from the grant? All
3e	How many members of the community would benefit from the grant? All who use resource centre
4	How will the grant :- (a) develop the organisation; or
	Will allow the organisation to continue to operate.
	(b) benefit the local community.
	Will enable resource centre to continue to provide a service to local community which is not available elsewhere.

5	Total cost of project		£ 1035.50
	Amount of grant requested		£ 867.50
	Bank Balance(s)	Date 31.3.08	£ 581.64
	Where the group has more than one bank account all balances should be recorded		
	Cash in hand	Date	£
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?**
 Ring fenced for running costs.

7 **Recommendation**

Support	<input checked="" type="checkbox"/>
Refuse	<input type="checkbox"/>
Defer	<input type="checkbox"/>
Amount Recommended	£ 832.50

Reason for recommendation
 This group provide a very valuable service to the community. I have reduced the amount recommended as it is felt the Community Council should pay the £35 data protection fee.

Management Risk Ranking <input checked="" type="checkbox"/> / M / H <small>Risk Ranking based on Grant Application and Financial Information used to determine appropriate levels of monitoring and evaluation.</small>	Child Protection Risk Ranking <input checked="" type="checkbox"/> / M / H <small>Applications with a HIGH ranking are not recommended for support</small>
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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	All	£832.50	100%
Central North Local Grants Committee			
Central South Local Grants Committee			
Southern Local Grants Committee			
Other areas outwith EA			
Method of Division			

All questions on this form must be completed