

grant assessment form

1 Aims and objectives of the organisation

The aim of the group is to provide an environment for the development and socialisation of babies and toddlers and to provide support and education for parents and carers. The objectives of the group are to:

- Provide safe and stimulating group play through a range of methods including toys, music, singing, arts, invited play motivators/experts
- Encourage parents/carers to participate in play activities
- Provide community support for parents/carers many of which live in isolated rural areas.

2 Purpose of the grant (including breakdown of costs)

The healthy snack provision of fruit and vegetables and the introduction of a monthly snack planner is part of a healthy eating project initiated by the group in conjunction with two Community Food Workers from NHS Ayrshire & Arran's, Maternal and Child Nutrition Team. During the Easter holidays the two staff members will visit the group to provide taster sessions and information about snacks based on current weaning guidelines. Thereafter cooking classes will be rolled out within the group setting which will run for between six and eight weeks. **No costs will be incurred by the group for the taster sessions and cookery classes, they will be provided free by NHS Ayrshire & Arran.** Provision of 46 weeks of healthy snacks @ on average £14 per week = £644; Purchase of 3 high chairs @ £30 each = £90; Production of a Healthy Eating Cookbook for the parents = £200; Plastic, bowls, plates and cups (30 of each) = £50; **Total Cost = £984**

3a How many people are on the organisation's Management Committee? 20

3b What is the organisation's total membership? 100

3c How many members usually attend the organisation's meetings or events? 20-30 per session, 5 sessions per week.

3d How many members of the organisation would benefit from the grant? 100

3e How many members of the community would benefit from the grant? 100 children & their parents.

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

The introduction of healthy eating regimes and fun games and activities about food will enhance the overall provision for the children.

(b) benefit the local community.

The grant funding would enable the group to introduce healthy eating regimes to children and parents at an earlier age which will provide ongoing health benefits.

5	Total cost of project		£984
	Amount of grant requested		£900
	Bank Balance(s)	Date 4/2/2011	£4,788.72
Where the group has more than one bank account all balances should be recorded			
	Cash in hand	Date 4/2/2011	£67.00
	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?**

The bank balance includes an "Awards for All Grant" of £2,317 received on 21st January to replace and replenish old/worn equipment. The group have allocated £84 to the project with the remaining balance of £2,387.72 ring fenced as follows:
 Scottish Pre School Play Association Annual Membership & Insurance £170 due on 1st April, ongoing wages costs based on 15 hours per week @ £6.50 = £97.50 and annual leave entitlement for their playleader who they employ to provide structured activities over the five sessions of the week, and £600 fundraising money allocated for the Summer trip. The group are also mindful of let charges which they will be required to meet as of June 2011 when they will need to move to alternative accommodation whilst the Galston Community Centre is refurbished which could take a number of months; they currently do not incur any charges for lets.
 * **Fees charged = £1 per session plus £5 Annual Registration.**

7 **Recommendation**

Support	Yes
Refuse	
Defer	
Amount Recommended	£700 To meet the cost of 46 weeks of healthy snacks, the purchase of 3 high chairs and plastic bowls, plates and cups, with the recommendation that the production of a Healthy Eating Cookbook be met by group funds initially and copies sold to parents for a small charge to recoup costs.

Reason for recommendation

The recommendation is made due to the project being initiated appropriately in conjunction with staff from NHS Ayrshire and Arran and the fact that the group employ a playleader who will continue the good work.

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
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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	77	£539	77%
Central North Local Grants Committee	14	£98	14%
Central South Local Grants Committee	8	£56	8%
Southern Local Grants Committee	CA		
	DV		
Other areas outwith EA	1	£7	1%
Method of Division	£700 recommended divided by 100 members = £7 per child.		

All questions on this form must be completed