

# grant assessment form

## 1 Aims and objectives of the organisation

1. To advance the education of pre-school children through the provision and supervision of learning orientated activities with an emphasis on play experience.
2. To advance citizenship in respect of pre-school children and, in particular, to help and encourage them to grow and develop emotionally, intellectually and socially, such that they may participate fully in society.
3. To advance the education of parents and carers of pre-school children through the provision of advice and/or training in the skills associated with the care and supervision of pre-school children.
4. To promote, establish, operate and/or support other similar projects and initiatives which further charitable purposes, including activities with children, when appropriate.

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

The grant would be used to purchase 2 new mobile sinks for the purpose of handwashing within the hall used by the group due to the volume of children attending each session. The 2 existing sinks have become worn due to the daily move backwards and forwards from the groups outside storage container. Cost £471.50.

The group would like to replace a wooden dolls house and furniture which have become worn £172.50, purchase ethnic and disability awareness dolls £69 and a family car £23 to complement the dolls house.

The total cost of the above inclusive of VAT = **£736.00**.

**3a How many people are on the organisation's Management Committee?** 12

**3b What is the organisation's total membership?** 25

**3c How many members usually attend the organisation's meetings or events?** 24 Mon - Frid  
Term time

**3d How many members of the organisation would benefit from the grant?** 25

**3e How many members of the community would benefit from the grant?** 25

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

The new equipment would enhance the provision for the children attending both now and in the future by improving the facilities on offer.

## (b) benefit the local community.

5	<b>Total cost of project</b>		£736
	<b>Amount of grant requested</b>		£650
	<b>Bank Balance(s)</b>	Main A/C £17,441.40, Toddler A/C £1,992.76, Fundraising A/C £14,842.76 all at 27/2/09.	£34,276.92
Where the group has more than one bank account all balances should be recorded			
	<b>Cash in hand</b>	<b>Date</b> 27/3/09	£50 Petty cash
	<b>Value of any other financial assets</b>	<b>Date</b>	<b>£</b>
<b>Name of other funding sources</b>			
<b>Amount and date of grant</b>			
	<b>£</b>	<b>Date</b>	

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 a contingency sum of £13,319.87 which equates to approx 4½ months running costs, retained in reserve as part of the sound financial management of their business. The remaining balance will be utilised for running costs.

**Toddler A/C** – the income achieved from this part of the group per month exceeds the expenditure. Some of the balance could be freed up to purchase new equipment.

**Fundraising A/C** – approx £500 of the balance will be used for a Summer outing and approx £390 for end of term gifts, the remaining balance of £13,952.00 could be used to purchase the equipment.

Further fundraising money is anticipated from a Sponsored Bounce which took place on 18/3/09.

7 **Recommendation**

<b>Refuse</b>	Refuse
<b>Defer</b>	
<b>Amount</b>	
<b>Recommended</b>	<b>FINAL RECOMMENDATION - REFUSE</b>

**Reason for recommendation**

Refuse due to the high level of funds within the groups fundraising account which could be utilised to purchase the equipment required. I have had a discussion with the committee highlighting to them that there should be an end purpose to fundraising, e.g. to purchase equipment, pay for outings etc.

Management Risk Ranking	L / M / H	Child Protection Risk Ranking	L / 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 **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			
Central North Local Grants Committee			
Central South Local Grants Committee			
Southern Local Grants Committee	CA		
	DV		
Other areas outwith EA			
Method of Division			

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

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