

grant assessment form

1 Aims and objectives of the organisation

To promote arts and crafts in the local community
To learn new skills

2 Purpose of the grant (including breakdown of costs)

The grant would be used:

- To pay for demonstrators to introduce new crafts and widen skills base (under consideration are: porcelain flowers, leaded glass, copper foil work, mini books, organza flowers, tatting and others)
- To purchase materials for the demonstrations
- To purchase materials and expertise for the wall-hanging (500 year history of Mauchline)
- To cover general expenses
- To cover hall rent
- To cover Insurance
-

BREAKDOWN OF COSTS

Hall rent - £240; Insurance - £110; Demonstrators/materials - £600; Wall-hanging materials/expertise - £200; Miscellaneous - £100; TOTAL - £1250

3a How many people are on the organisation's Management Committee? 4

3b What is the organisation's total membership? 16

3c How many members usually attend the organisation's meetings or events? 16

3d How many members of the organisation would benefit from the grant? 16

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

1 or 2 on the reserve list would benefit from the demonstrations, but the whole community will benefit from the wall-hanging. The group plan to hang it in the Cooper Suite in Mauchline Community Centre.

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

By providing opportunities to learn and develop new skills

(b) benefit the local community.

The wall hanging will celebrate the community of Mauchline and its history

5	Total cost of project		£1250
	Amount of grant requested		£500
	Bank Balance(s)	Date 6 January 2009	£578.43
	Where the group has more than one bank account all balances should be recorded		
	Cash in hand	Date 3 February 2009	£5.71
Value of any other financial assets		Date	£0
Name of other funding sources			

N/A

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 group will contribute £750 from their balances raised from membership and attendance fees.

7	Recommendation	
	Support	<input checked="" type="checkbox"/>
	Refuse	<input type="checkbox"/>
	Defer	<input type="checkbox"/>
	Amount	£200.00 FINAL RECOMMENDATION - £200.00
Recommended		
Reason for recommendation		

It is to the group's credit that they have increased their membership and attendance fees by 100% to ensure they are able to meet their hall lets and insurance commitments (£360/year). These fees amount to around £800 and so have created a surplus (around £440) to subsidise their activities.

Over the past few years the group have requested grant funding to support their wall-hanging project. The wall-hanging is intended to celebrate Mauchline's 500 years as a burgh in 2010. At the moment the group are unsure whether it will be completed in time. In general the group devote 10 out of their annual 20 sessions to working on the wall-hanging, as well as members working on it at home. However they now only have a year if the hanging is to be finished during 2010. I think the group should be encouraged to concentrate on achieving that goal and perhaps increase the number of sessions devoted to working on the wall-hanging which as they rightly say will be of benefit to the whole community as it will be displayed in the Community Centre.

I would therefore recommend that the group receive £200 requested to further their wall-hanging project and aim for its completion in time for 2010. Although the project is currently only using threads and material (note they only spent £20.52 on the wall-hanging in 2007/08), it may require expert help to bring it all together as it nears completion.

Management Risk Ranking L ✓ / M / H	Child Protection Risk Ranking L ✓ / 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?**

No, as the group have taken steps to cover their annual commitments

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	Cumnock Area		
	Doon Valley		
Other areas outwith EA			
Method of Division			

All questions on this form must be completed

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