

grant assessment form

1	Purpose of the group
	To promote the welfare of older people in the Gatehead area and to encourage involvement in activities and issues concerning the elderly within the community.

2	Purpose of the grant
	To fund the costs of hall hire, an annual trip and meal in addition to the provision of cards and flowers for infirm members throughout the year.

3a	How many people are on the group's Management Committee?	3
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3b	What is the group's total membership?	12
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3c	How many people in the group would benefit from the grant?	12
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3d	How many people usually attend the group?	10
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3e	How many people are expected to attend?	12
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4	How will the grant develop the group/organisation or benefit the local community?
	Maintaining social and leisure activities for elderly in a rural community.

5	Total cost of project	£ 950.00	6	Recommendation		
	Amount of grant requested	£ 500.00		Support	<input checked="" type="checkbox"/>	
	Bank Balance(s)	Date 29.09.04		£ .07	Refuse	<input type="checkbox"/>
	Where the group has more than one bank account all balances should be recorded				Defer	<input type="checkbox"/>
	Cash in hand	Date 29.09.04		£ 7.00	Amount Recommended	£ 390.00
	Name of other funding source				Reason for recommendation	
					Provides social highlight programmed	
	Amount and date of grant				Activities to the elderly community.	
£	Date		Addresses issues of Social Inclusion			
			Within a rural village community.			
			(see support notes)			
			Recommendation subject to receipt of second quote for bus hire.			

7 **If latest bank balance 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?**

N/A

8 **Does the project represent value for money?** **Yes** **No**

9 **If there are any revenue implications how will they be met in future years?**

N/A

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)**

<input type="checkbox"/>	Cumnock Area	<input checked="" type="checkbox"/>	Kilmarnock Central	<input type="checkbox"/>	Northern Area
<input type="checkbox"/>	Doon Valley	<input type="checkbox"/>	Kilmarnock South	<input type="checkbox"/>	Other areas outwith East Ayrshire
<input type="checkbox"/>	Irvine Valley	Method of Division			
<input type="checkbox"/>	Kilmarnock North	<input type="text"/>			

All questions on this form must be completed

GATEHEAD SENIOR CITIZENS CLUB

Assessing Officer/Support Notes

I recommend this Group be awarded £390.00 with the following issues highlighted:

1. Given the information provided in one quotation for the bus hire and with an estimate cost of £10.00 per meal for 12 adults the trip costs may approximately be (£160.00 bus and £120.00 meal) Total £280.00. This is significantly less than the £600.00 trip costs requested.
2. I am unable to justify meeting the costs for cards and flowers (£100.00) pa for infirm members.
3. The Group Members fee of £1.00 per person, per week, is the only source of funding available as the Group are of such an age, and are unable to fundraise through other activities.
4. The venue and programme of the trip are as yet to be determined by the Group.
5. The Group does not intend to take out Public Liability insurance cover for this activity.
6. My recommended award of £390.00 is based upon the Local Committee funding the hall let costs and half of the trip and meal costs, totalling £390.00. The other half of the trip and meal costs of £140.00 could be met from the weekly membership income.
7. I have been advised that the audited accounts and one bus hire quotation have been sent to Administration at the date of assessment.

Andy Warnock
Community Worker

29th September 2004