

grant assessment form

1	Aims and objectives of the organisation
	<p>To provide educational and social opportunities through play sessions for children aged 0-5 years, accompanied by their parents/carers, by:-</p> <ul style="list-style-type: none"> • Holding group meetings - 2 sessions per week • Having a programme of events which incorporates activities for all.
2	Purpose of the grant (including breakdown of costs)
	<p>To provide Bouncy Castle sessions including hall lets - £107.25;</p> <p>To provide a puppet show, face painting and balloon making sessions facilitated by Leisure Services and including hall lets - £261.25;</p> <p>To provide an outing to the Singing Kettle Production at the Palace Theatre - £328.00; and</p> <p>To provide an Easter Party including provisions, Easter eggs for all the children and including a hall let charge - £104.85.</p>
3a	How many people are on the organisation's Management Committee?
	6
3b	What is the organisation's total membership?
	29 adults/38 children
3c	How many members usually attend the organisation's meetings or events?
	15-20 children, 2 sessions per week
3d	How many members of the organisation would benefit from the grant?
	38 children
3e	How many members of the community would benefit from the grant?
	29 adults/38 children
4	How will the grant :- (a) develop the organisation; or
	The funding would enable the group to provide activities where parents and children can interact together and with other people to provide social contact and to enable the children to develop and enhance their social skills.
	(b) benefit the local community.
	The group provides an important support mechanism for parents/carers.

5	Total cost of project		£ 801.35
	Amount of grant requested		£801.35
	Bank Balance(s)	27/2/07	£167.42
	Where the group has more than one bank account all balances should be recorded		
	Cash in hand	Date 8/3/07	£10.00
Value of any other financial assets		Date	£
Name of other funding sources			
Amount and date of grant			

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?
	£55.00 from the bank balance as at 27/2/07 requires to be deducted to meet the cost of the group's yearly insurance payable to Morton Michel on 1/4/07 leaving a balance of £112.42.

7	Recommendation	
	Support	The payment of an outing to the Singing Kettle and provision of a puppet show and face painting and balloon making sessions including hall lets.
	Refuse	Payment for hire of bouncy castle, Easter party, provisions and hall lets for these activities.
	Defer	
	Amount Recommended	£589.25
Reason for recommendation		
The outing and sessions provided by Leisure Services staff will provide good opportunities for the parents and children to interact together. The group have an ongoing programme of fundraising which has been very successful in the past which I feel can be utilised to provide the other activities including Easter eggs for the children.		
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	

8	If there are any revenue implications how will they be met in future years?
	N/A

9	Does the project represent value for money?	Yes X	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	%
Central Local Community Planning Forum	30	£491.03	84%
Northern Local Community Planning Forum	6	£98.22	16%
Other areas outwith EA	2	-	
Method of Division	£589.25 divided by 36 children = £16.37 per child (approx)		

All questions on this form must be completed

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