

DVSC Reference Number (office use)	
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DVSC - UNDER 11S SUSTAINABILITY GRANT APPLICATION FORM

Guidance notes

- Please note that the closing date for applications is Friday, 17 September 2010.
- You can complete this application form on the computer or by hand.
- If you were awarded a grant in 2009 and have not provided receipts of expenditure you will be ineligible for a grant in 2010.
- Please ensure that you include the following with this completed application form:
 - a) A constitution or set of rules for the Group/Organisation submitting the application. The constitution must be dated and signed as being adopted.
 - b) A copy of your most recent Annual Statement of Accounts.

1 Name of the organisation or individual applying for a grant:

2 Name of person submitting application: _____
Address: _____

Post Code: _____ Tel No: _____
Mobile Tel No: _____ E-mail Address: _____

3 Full address of premises where childcare is
provided: _____

_____ Post Code: _____

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4 What kind of service do you provide?

Type of care provision	Tick if yes	Places Available	Average Attendance
Full day care			
Sessional places			
Wrap around care			
Before school			
After school			
During school holidays			

5 Please tick if you are a member of any of the following childcare umbrella groups:

National Day Nurseries Association (NDNA)	
Wales Preschool Playgroup Association (Wales PPA)	
Mudiad Ysgolion Meithrin (MYM)	
National Childminding Association (NCMA)	
Clybiau Plant Cymru Kids Clubs (CPCKC)	
Other	

6 Have you received an Under 11s Sustainability Grant in the past?

Yes	
No	

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7 Please tick if you provide a service in, or for, children from the following areas:

Areas	Tick if yes	If yes, how many children?
Rhyl West		
Rhyl South West		
Bodelwyddan		
Meliden		
Upper Denbigh		
Rural villages surrounding Corwen		
Please specify:		
Rural villages surrounding Llangollen		
Please specify:		

8 How many hours of childcare do you provide per week? _____

9 Are you registered with the Care Social Services Inspectorate for Wales (CССИW)?

Yes	
No	

If yes, how many children are you registered for? _____

10 What is your CССИW registration number? _____

11 How many children are currently registered with you in total?

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12 How much are you applying for?

*Please note the **maximum** grant is £600*

£_____

13 What will you spend the money on? *Please include full details and ensure the total amount does not exceed the amount applied for.*

Health and safety requirements: £_____

Lighting, heating or rental costs: £_____

Marketing and Promotion: £_____

Staffing costs: £_____

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Consumables such as stationery and other small items that are regularly replaced: £_____

Other things: £_____

14 What difference will this grant make to your organisation/service and how will it make your organisation/service more sustainable in the future?

15 Why is there a need for the service that you provide in your local community?

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16 If you are awarded a grant how will you publicise that you received it from the Under 11s Sustainability Grant?

17 Approximately how many children and families will benefit from this grant?

	Approximate number
Children	
Families	

18 What impact will this grant have on the children and families that you provide a service for?

19 Have you carried out all necessary Criminal Records Bureau checks on your staff and volunteers?

Yes	
No	

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20 Do you have a Child Protection Policy in place?

Yes	
No	

21 Please provide the following information from your most recent annual accounts. If you are a new organisation/service please provide projected figures. **Please note: you must submit a copy of your final accounts for the last financial year with this application.**

The accounts for the year ending	
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Figures from most recent annual accounts	Amount
Income	
Expenditure	
Profit or loss for the year	
Total savings	

22 If your application is successful the grant will either be paid direct into your bank account or a cheque will be issued. Please give us your financial details here:

Account Name: _____

Name of Bank or Building Society: _____

Address of Bank or Building Society: _____

Sort Code: _____ Account No: _____

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23 Is there anything else that you would like to add in support of your application?

TERMS AND CONDITIONS

- I confirm that in the event of the grant being awarded, it will be spent in accordance with the application.
- By the 31st of March 2011, I will provide evidence confirming how this grant has been spent:

Denbighshire Voluntary Services Council

Naylor Leyland Centre

Well Street

Ruthin

LL15 1AF

- I am content for my contact details and all other information I provide to be retained and stored electronically. Personal data is limited to names, addresses, telephone numbers and organisations. Such information will be used by the Denbighshire Voluntary Services Council for administrative purposes and in responding to requests for information by the voluntary sector and those involved with the voluntary sector. (Data Protection Act 1998).
- I / the group or organisation named above am / is insured for the use of any equipment purchased and understand that DVSC and the Denbighshire Children & Young People's Partnership will have no responsibility for the safety of such equipment nor for the health and safety of users of such equipment and that such equipment will only be used for the purposes it is specified for.

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- I understand that any equipment purchased with this grant belongs to the Denbighshire Children & Young People's Partnership and that if the organisation or myself cease to provide childcare facilities, such equipment will be returned to the Denbighshire Children & Young People's Partnership.
- I will promptly provide any relevant information requested by DVSC in relation to the application or in relation to any funds received as a result of this application.
- I have read the terms and conditions above and agree to abide by them. I am authorised to sign this application on behalf of the applicant organisation/individual, and to the best of my knowledge and belief, all information provided above is true and accurate.

Date: _____

Name of person signing (PLEASE PRINT): _____

Signature: _____

The application should be returned by 17 September 2010 to:

Denbighshire Voluntary Services Council,
Naylor Leyland Centre,
Well Street,
Ruthin,
LL15 1AF.

Or by email to:

emyr@dvsc.co.uk (note - we will still require a signed copy by post)

Please keep a duplicate copy of this form for your records.