

Parent & Toddler & Clychoedd Ti a Fi **Start-up Grant 2016/17**

The Parent & Toddler Group & Clychoedd Ti a Fi Grant is an initiative funded by Blaenau Gwent County Borough Council Early Years Development Childcare & Play Partnership. The scheme has been developed to support Parent & Toddler Groups & Clychoedd Ti a Fi's to start-up and achieve a quality environment in line with the Blaenau Gwent Quality Assurance Scheme.

The Blaenau Gwent County Borough Council Quality Assurance Scheme includes a guidance booklet 'Setting up a Parent and Toddler Group/Cylch Ti a Fi' for use to both measure and develop quality practice.

Who can apply?

Parent & Toddler Groups & Cylchoedd Ti a Fi's within Blaenau Gwent County Borough.

Amount of Grant

- £100

Eligible Expenditure

- Rent
- Wages
- Heating & Lighting
- Marketing
- Resources/Equipment
- Small kitchen appliances
- Crockery
- Purchased via cheque, debit card or online BACS payment

Ineligible Expenditure

- Expenditure incurred **BEFORE** the date the Grant is offered
- Repair & maintenance
- Revenue costs
- Membership payments
- Legal & professional fees
- HP / Lease Hire purchases
- Cash or Credit Card purchases

Application Process

- Must be registered with Blaenau Gwent Family Information Service
- Application Form accompanied by:
 1. A Copy of Statement of Purpose
 2. Commitment to undertake the Blaenau Gwent Quality Improvement Scheme 2016/17

When can you apply?

Applications can be returned at any point up until 31st January 2017 and should be returned to: Kara Kershaw, Child Care Business Development Officer, Early Years Childcare and Play Team, Integrated Services Team, Heart of the Valleys Integrated Centre, High Street, Blaina. NP13 3B

N.B Late applications will not be considered

How to apply

Complete the attached form and return it with all the essential documents to Kara Kershaw at the above address by 31st January 2017. All forms must be typed or printed in **BLACK** ink.

If you require any help in completing your application form or would like any further information, please contact Kara Kershaw on 01495 354772.

What happens next...

The Early Years Development Childcare and Play Partnership will consider all applications received by 31st January 2017. An acknowledgement letter will be sent within 10 working days confirming receipt of your application. If your application is successful you will receive an approval letter and a bank transfer will then be issued by 31st March 2017

Evaluation

You will also be required to complete and return by 30th September 2017:

- A self-assessment form outlining how the grant helped your provision along with the production of satisfactory receipts/invoices.

