

# Blaenau Gwent County Borough Council & Early Years Development Childcare & Play Partnership

## Sustainability Grant Application Form 2016/17

### 1. Business Details

- Name of Setting.....
- Address of Premises .....
- Name of Contact Person .....
- Address of Contact Person .....
- .....Post Code.....
- Telephone Number.....Mobile.....
- Email.....
- Address to which correspondence should be sent (if different).....
- .....
- Position in the Setting.....
- When was the business established? Month.....Year.....

### What is the legal status of the Setting? (please tick & comment where applicable)

- Sole Trader
- Partnership (if yes please state other partners)
- Company Limited by Guarantee (please provide number & certificate)
- Unincorporated Club or association (please provide copy of the constitution)
- Registered Charity (please provide charity number)
- School Governing Body
- Local Authority
- Other

## 2. Your Services

What childcare services do you currently deliver?

- Are you affiliated to a local or national umbrella organisation? (e.g. Wales PPA, NDNA, MYM, CPCKC or PACEY) .....Yes/No.....
- If 'yes' please indicate which one.....
- Are you registered with Care & Social Services Inspectorate Wales? Yes/No  
If yes what is your registration number? .....  
(please provide a copy of the registration certificate)
- Have you undertaken the Blaenau Gwent Quality Improvement Scheme using the Environmental Rating Scales appropriate for the setting? Yes/No  
If Yes what was your grading? .....
- If no are you willing to undertake the Quality Improvement Scheme? Yes/No

## 3. Financial Details (This is the account the grant will be paid into if successful)

Please provide a copy of 3 months business bank statements or 3 months personal statements are acceptable for childminders. **Please note that your application cannot be processed without this information.**

You may also enclose additional explanatory notes if you think this will be helpful in considering your application.

- Account Name: .....
- Bank/Building Society Name: .....
- Bank/Building Society Address: .....
- Sort Code.....Account Number.....
- Building Society Roll Number (if applicable) .....

#### 4. Description of Premises

- Is the Setting premises owned by applicant or rented? .....
- If rented how long has the rental agreement to run? .....
- If owned, state whether land is leasehold or freehold .....
- If leasehold, state period remaining on lease .....
- If based in a school, state name and type e.g. nursery / infant / primary etc  
.....

#### 5. What is the Sustainability Grant required to cover. (The items listed here should support the need for sustainability).

- Total amount you are applying for £..... (£750 for Group provisions or £100 for childminders).

Expenditure Item	Amount £'s

#### 6a. What type of childcare places do you provide?

Type	State the number of places on your CSSIW registration	How many children are on your register at the time of application	What is the average Number of children attending per session
Childminder			
Full Day-Care			
Playgroup/Cylch Meithrin			
Breakfast Club (more than 2 hrs)			
Wraparound			
After School Club			
Holiday Club			

**6b. How much do you charge for your service?**

Per hour            £.....  
 Per session:    £..... am / £..... pm  
 Per day            £.....  
 Per week         £.....  
 Per month        £.....  
 Per term          £.....  
 Other              £..... / description .....

**6c. Do you offer any discounts & do you charge any additional fees?**

If yes please tell us what these are & what they are for.

--

**6d. What days & times does your service operate?**

(Please tick all the boxes that apply & complete the spaces for time details)

Day	Morning				Afternoon			
Monday	From		To		From		To	
Tuesday	From		To		From		To	
Wednesday	From		To		From		To	
Thursday	From		To		From		To	
Friday	From		To		From		To	
Saturday	From		To		From		To	
Sunday]	From		To		From		To	
All year: i.e .....weeks (please Write the number of weeks)					School INSET days			
Week days					Term time only			
Evenings					Weekends			
School holidays					Other (please state)			

6e What age range do you cater for? .....

**7. Sustainability**

Tell us how this grant will support your provision to be sustainable in the longer term.  
(Please continue on an additional sheet if required).

**8. Further Information**

Please add any further information you would like to include in support of your sustainability application. (Please continue on an additional sheet if required).

## 9. Income and Expenditure Form

Please complete the attached Income & Expenditure Section. Please note that your application cannot be considered without this information.

<b>Income</b>	
Please estimate the income you expect to receive during the year 2015-2016	
	<b>£</b>
Children's Fees	£
Fundraising	£
Grant from umbrella organisation	£
Other Grants, e.g. Community Council, Lottery, Local Authority	£
Any Other Income, please detail	
<b>Total Income</b>	<b>£</b>

<b>Expenditure</b>	
Please estimate your annual expenditure	
	<b>£</b>
Salaries	£
Rent	£
Rates	£
Insurances	£
Fuel e.g. heat/lighting)	£
Resources e.g. paper, paint	£
Equipment, new & replaced	£
Maintenance	£
Any other costs, e.g. subscriptions, training please specify	£
	-----
<b>Total Expenditure</b>	<b>£</b>

Shortfall / profit for the year    £.....

## 10. Signatures

I certify to the best of my knowledge that the information contained in this application is true & accurate.

Name (in print) ..... Signature .....

Position in Organisation ..... Date .....

If you require any help in completing this application form or want further information, please contact Kara Kershaw, Child Care Business Development Officer, Early Years & Childcare Team, Integrated Services Team, Heart of the Valleys Integrated Centre, High Street, Blaina. NP13 3BN

**Closing Date for receipt of applications is 31<sup>st</sup> January 2017**

