

Rural Target Fund for South Yorkshire Over £5,000 Application Form

- Please complete this form in ink and in BLOCK CAPITALS
- Answer all questions and attach the supporting documentation requested
- Please read the supporting information sheet and application guidelines

1. Name of project	Sure Start Spa Spiders Child Care Strategy
2. Name of group	Sure Start Spa spiders Management Board

3. Group contact details

Main contact name	Pam Ley	2nd contact name	Gill Clark
Position in group	Programme manager	Position in group	Capital projects Manager
Address	Spa Spiders Sure Start 25 station Road Askern Doncaster DN6OAJ	Address	Social Services Floor 10 Council house College road Doncaster
Postcode	DN6 OJB	Postcode	
Telephone	01302 708741	Telephone	
Mobile	07788565178	Mobile	
E-mail	Pam.ley@doncasterwestpct.nhs.uk	E-mail	Gill.clark@doncaster.gov.uk

4. What is the address of the group? (If this is different from your main contact person's details)		Postcode	
5. When was the group established?	September 2002		

6. Please state the number of people involved with the group

Mgt. committee	23	General group m'ship		No. of service users	453 families
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7. Is there a constitution or set of rules for conducting the business of the group?	Yes	x	No	
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If YES, please provide a copy. If NO, please contact YRCC for support

8. Type of group? (please indicate all which apply)

Registered charity		Charity number		Unregistered group with formal rules	
Company limited by guarantee		Reference number		Parish, town or community council	
Other (please state)				Partnership	x

9. What are the main objectives and activities of the group?	<p>Sure start aims to achieve better outcomes for children, parents and communities by:</p> <ul style="list-style-type: none"> • Increasing the availability of childcare for all children • Improving health, education and emotional development for young children • Supporting parents as parents and in their aspirations towards employment <p>The local Partnership was established in September 2002 with the remit of consulting with the community to identify the needs of families with children under four and to develop and take forward a local delivery plan. The Partnership currently meets every 4 weeks at the youth club on Selby Road in Askern</p>
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10. What are the aims and objectives of the project for which the group is applying for funding?	<p>Short term Aim To develop a Not for Profit Child Care Co-operative that will provide a wide range of high quality affordable child care for children aged between 3-8 yrs living within the Askern Ward To create the opportunity for unemployed parents to return to paid employment</p> <p>Long term Aim To reduce the gap between children living in the most deprived areas of the catchment area and those living in more affluent areas in relation to the achievement of normal levels of personal, social and educational development.</p> <p>Objectives</p> <ul style="list-style-type: none"> • To provide access to quality play and educational opportunities for children living within the askern ward • To provide equal access to the full range of childcare options for all pre-school children living within the Askern Ward • To assist parents in achieving a healthy balance between work and family life. • To ensure a seamless childcare service for families with children spanning the pre-school to 11 years age range
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11. Name the project location	Village /Town	Askern Ward	Parish		Local authority	DMBC
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12. What is the....	Estimated project start date		Estimated project completion date	Capital build open 2005-2006
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<p>13. Who will manage, run and monitor the project? Please state all those involved and their project roles</p>	<p>Gill Clarke – Capital Projects Officer- responsible for overseeing the development of the capital plans and monitoring progress of the capital build Pam Ley- Programme Manager- responsible for the co-ordination of services within the children centre developments. Previous experience includes 20 years experience as a community practitioner, 3 years experience as a senior manager of a health and social care multi-disciplinary team, previously employed as project manager for the review of health visiting and school nursing services in Doncaster and the implementation of a family support strategy for the two services holds a postgraduate certificate in Health and Social Care management and a Masters in Public Health Parents – keen to pursue the development of a social enterprise financed childcare co-operative will ensure continued consultation with potential users of the service. All parents involved in the project have lived in the catchment area for at least three years and have extensive first hand experience of the needs of their community. Admin& Monitoring Coordinator - responsible for monitoring the uptake of services and evaluating outputs – employed by the Sure Start programme . The Partnership Board – responsible for overseeing and steering of the project in response to monthly progress reports that will be submitted to the board by the programme manager. Statutory representatives on the board have been selected for their experience of working on similar multi-agency projects at a strategic level. Parent and voluntary organisation representatives have been nominated by their peers in respect of their in depth knowledge of their community and their ability to engage their peers. The Accountable Body - responsible for providing financial advice to the partnership board including monthly budget reports, also responsible for assisting the board in ensuring services commissioned represent best value. The DMBC currently provide this service to all six sure start programmes across Doncaster and to the Children’s fund Strategic partnership they have a successful track record in providing a similar service to Doncaster’s Family Centre strategy , the first of which was established in the 1980’s</p>
<p>14. Provide a brief description of the project If you have a business plan or other documentation regarding your proposed project please enclose as supporting evidence</p>	<p>The provision of capital space in which to house and expand an existing 24 place unit for 3-11 year olds providing before and after school activities and holiday play schemes and the future potential for wraparound care for the under fours The provision is currently managed as a Social enterprise , strengthening links with the Sure Start project and other childcare social enterprises within the area will enable the group which is currently NOF funded to become financially independent Please see attached supporting evidence for more detailed background and business plan.</p>

15. Does your project involve capital works?		Yes	x	No	
For capital work to land or buildings – do you have a lease or licence on the property?	Agreement on land acquisition with Askern Town council.				
Is the freehold, leasehold or licence already in place or is it still to be obtained?	Formal leasehold agreement for 99 yrs on process of being negotiated				
What is the expiry date of the proposed leasehold or licence?	Estimated expiry 2103				

16. Does the project require planning permission?		Yes	x	No	
17. If yes to Q16, has the proposal been discussed with local planning officers?		Yes	x	No	
If planning permission is required, please enclose plans. Please include any further information here. When is a decision expected?	The sure start centre of which the after schools unit will be a part is to form part of a campus development on Askern lakeside in partnership with the LIFT project (new health & social care facilities) . Detailed drawings of the Sure Start centre are completed. Planning permission will be submitted as soon as possible				

18. Has there been an appraisal/action plan undertaken for the village or parish?		Yes	x	No	
19. Is the project included as part of a village or parish appraisal or action plan?		Yes	x	No	

20. Why is the project needed? Please attach any relevant surveys, assessments, feasibility studies etc.	The Askern ward falls within the 10% most deprived wards in Doncaster. The area suffers high rates of unemployment and has little in the way of quality, affordable childcare provision. The proposed childcare strategy for which we are seeking matched funding Would raise attainment levels of pre-school and school aged children and provide their parents with the support needed to enable them to access routes back into paid employment				
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21. Who will the project benefit? Please specify types of people and numbers	0 – 5 year olds	x	Women	x	People with disabilities	x
	6 – 15 year olds	x	Older people		People on low incomes	x
	16 - 24 year olds	x	Ethnic minorities	x	Unemployed	x
	Agricult. communities	x	Others (specify)			

22. How many people will directly benefit from the project? Please give a number and time-scale (per annum, etc)	The whole project will create a potential 150 full day care sessions per week for the under threes and 240 after/before school activity sessions per week for 3-11 year olds (the later being the part that rural target funding id required to support)				
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23. Please state below how the project will contribute to Objective 1's Cross-Cutting Themes (themes include employability, equal opportunities, social inclusion, environment and information society)

Equal opportunities
Children Centre projects are committed to improving access to good quality affordable childcare , early learning and family support for all families. This will improve children's social and educational development and help parents balance work and family life. By enabling parents to work and

helping children's early development good quality and affordable childcare will help tackle child poverty

Social inclusion

Provision of before and after school and holiday activities for older children contributes to the social inclusion agenda by reducing the risk of these children becoming the next generation of disengaged teenagers thus contributing to the reduction of crime within the local community

24. State the amount of Rural Target Fund required (maximum of £100,000)

£100,000

25. How will the remaining balance of the project be funded? Please specify the names and amounts from each funder, such as: Group/individual contribution Local fund-raising Lottery Local authority Charities/trusts Countryside Agency Coalfields Regeneration Trust In-kind contribution or other	Name of funder	Date application submitted	Date decision made or is expected	Total fund applied for (£)	(£) Year 2003/04	(£) Year 2004/05	(£) Year 2005/06
		Sure Start		October 2004	£892,500 capital		£300,000
Overall total (please note total funding should equal total costs)				£892,000		£300,000	£692,000

26. Will the project continue after the period for which you have requested funding?

Yes

No

27. Is the group VAT registered?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	VAT registration No.	
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28. Please set out the estimated costs for your project (inclusive of VAT). Please itemise all costs on a separate sheet, and provide copies of quotes where applicable

Items Please split these between capital and revenue costs	Year 2004/05 (£)		Year 2005/056(£)	
	Apr - Sep	Oct - Mar	Apr - Sep	Oct - Mar
Capital Costs				
Acquisition of land				
Fees (surveyors, planning etc)		£6,000		
Other (please specify)				
Construction		£250,000	£464,500	£129,000
Equipment & fittings				£70,000
Fees		£44,000	£20,000	£9,000
Total Capital Costs		£300,000	£484,500	£208,000
Revenue costs				
Salaries				
Consultants				
Utilities				
Telephone/postage/stationery				
Marketing and promotion				
Repairs and maintenance				
Professional fees (auditors, etc)				
Recruitment and staff development				
Others (please specify)				
Total Revenue Costs				
Total Capital + Revenue costs (£)		£300,000	£484,500	£208,000

29. Grant request from the Rural Target Fund

Please set out below which parts of the project costs the Rural Target Fund would fund. Use the space at the bottom of this page to provide any further explanatory information

Items Please split these between capital and revenue costs	Year 2004/05 (£)		Year 2005/06 (£)	
	Apr - Sep	Oct - Mar	Apr - Sep	Oct - Mar
Capital Costs				
Acquisition of land				
Acquisition of buildings				
Construction/refurbishment		£91,500		
Equipment and fittings				
Fees (surveyors, planning, etc)		£8,500		
Other (please specify)				
Total Capital Costs		£100,000		
Revenue costs				
Salaries				
Consultants				
Utilities				
Telephone/postage/stationery				
Marketing and promotion				
Repairs and maintenance				
Professional fees (auditors, etc)				
Recruitment and staff development				
Others (please specify)				
Total Revenue Costs				
Total Capital + Revenue costs (£)		£100,000		

Please note no revenue funding is required from the Rural Target Fund . The current revenue position of Foxes Denn is provided within the business case along with the anticipated improvements to be made in re-locating the service within the Sure Start building.

A copy of the revenue costs for the sure start project for years 2004-2005 and 2005- 2006 is also provided for your information

30. Please tick the relevant boxes below to indicate which Rural Target Area themes the project covers.

You may wish to tick more than one box. If you think that your project does not cover any of these 'themes' please contact a YRCC community development officer to discuss this further

Community audit, appraisals or action plan		Transport initiative	
Community facilities development	x	Community-led ICT activity	
Projects linked with regeneration of market towns as hubs		Credit unions or other community finance schemes	
Capacity building training		Environmental improvements	
Actions to engage young people	x	Village facility development	
Community resource centre management		New community facility	x
Rural stress initiative		Service provision retention	

31. What benefits will the project achieve? Please set out these 'project outputs' in the table below – use the various columns to indicate in which time period you expect these to be achieved. Set out below are examples of outputs, please include outputs specific to your project.

Outputs	Year 2004/045(£)		Year 2005/056(£)	
	Apr - Sep	Oct - Mar	Apr - Sep	Oct - Mar
Number of jobs created				
No. of temporary jobs created				
No. of jobs safeguarded				4
Feasibility studies				
No. of people assisted to find jobs				
No. of people receiving financial advice				
No. of people receiving training				12
No. of people receiving training qualifications				
No. of people volunteering				
Hectares of land improved/reclaimed				
No. of new service users				360- Assuming full occupancy of the service achieved
Consultation exercises held				
No. of people consulted				
Others (please specify)				

32. Please provide the group's bank details. (Please provide your 3 most recent bank account statements with your application. If another group is to manage these funds on your behalf please include their bank details, and include a signed declaration from the group that they are willing to manage these funds)

Name of bank/building society	DETRACTED	Building society roll number (if applicable)	DETRACTED
Name of your group account	DETRACTED	Address	DETRACTED
Sort-code	DETRACTED		
Account number	DETRACTED	Postcode	DETRACTED

33. How many persons are required to sign each cheque?	One
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34. Please list all those entitled to sign cheques drawn from this account

Name	Position in group/organisation
Gary Bandy	Head of Financial Services

35. Who should cheques be made payable to?	DMBC
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I confirm that, to the best of my knowledge and belief, all the information in this application is true and correct and that this is an application for the Rural Target Fund.

Signed	
Printed name	
Position within the group/organisation	
Date	

This should be the chair, vice-chair, secretary or treasurer of the group and this person should be different from the main contact at the front of the form.

Further Information

- If you feel that the application form does not give enough space to answer some of the questions, you can attach an extra sheet to support your case for funding.
- If you would like advice on how to present your project idea, or would like assistance in completing the application form, please contact the contact Yorkshire Rural Community Council on 01904 645271.
- Please ensure that all of the questions on the form have been answered.
- Please ensure that the chair, vice-chair, secretary or treasurer of the group, who is different from the main contact, has signed the application form.

Supporting information checklist	<i>Please tick those which have been enclosed</i>	(✓)
• An additional information sheet (if applicable)		/
• Group constitution or set of rules		/
• Three most recent bank account statements		
• Annual accounts		
• A needs assessment survey relevant to your project		/
• Project business plan		/
• Any specific surveys/research work associated with the project (such as a feasibility study)		
• Information about the group, such as promotional materials (leaflets, etc)		/
• Signed declaration from a group that will be managing these funds on your behalf (if applicable)		
• Quotes for capital items over £500, where appropriate		
• Evidence of planning permission (if applicable)		N/a
• Evidence of leasehold, freehold or licence – for projects involving capital works to buildings or land		N/a

Please enclose any supporting papers with your application form and return this to:

Grant Assessment Officer – Rural Target Fund
 Yorkshire Rural Community Council
 William House, Shipton Road, Skelton
 York YO30 1XF

For office use only

Date Received	
Reference number	
Panel approval date	