**Vale of Glamorgan**

**OUT OF SCHOOL CHILDCARE GRANT**

‘Nurturing Children, Supporting Families’

April 2018 - March 2019

Introduction and Information for Applicants

The Out of School Childcare Grant will contribute to the delivery of the Welsh Government’s Tackling Poverty Action Plan and Strategic Equality Plan as well as supporting local authorities to offer sufficient out of school childcare in their local area and play a significant role in delivering on the Welsh Governments Commitments in their Childcare policy Statement ‘Nurturing Children, Supporting Families’.

The Out of School Childcare Grant is pivotal to supporting the provision of good quality, affordable and accessible childcare to meet the needs of all families who wish to access childcare before and after the school day.

On behalf of the Welsh Government, the Vale of Glamorgan is offering grants to those wishing to develop new:

Out of School Childcare, including:

* + After School Clubs,
  + Wrap Around Childcare,
  + Breakfast clubs
  + Holiday clubs

This funding is specifically allocated to enhance out of school childcare provision in The Vale of Glamorgan.

The Out of School Childcare Grant will play a significant role in delivering the Welsh Government’s commitments in the childcare policy statement: ‘Nurturing Children, Supporting Families’.

The policy statement sets out the priorities identified in developing an integrated approach to childcare which are categorised under the headings **‘Quality’, ‘Affordable’** and **‘Accessible’**.

The funding allocated during 2018-19 will be used to support the childcare gaps identified in the local area through the Childcare Sufficiency Assessment; specifically after school childcare and holiday provision through the medium of Welsh.

This grant is to support revenue costs only. Large capital projects, or the purchase of large equipment, are not permitted under this grant scheme.

The aim of the grant can be to support the development of new settings during their initial set up.

Each application will be assessed on an individual basis and settings will be notified of the award being offered to them.

The Childcare Grant can consist of the following elements:

* Purchasing of small equipment and resources
* Childcare staff wages and rent
* Registration fees
* Public liability insurance,
* Essential health and safety equipment

Important information:

* **ALL** monies must be spent by **31st March 2019**. There is no provision to carry forward any monies into the next financial year.
* If the project closes within the allocated financial year, you will be required to return all or part of the funding awarded.

**Please complete all sections of the application form Vale of Glamorgan**



**OUT OF SCHOOL CHILDCARE GRANT**

‘Nurturing Children, Supporting Families’

2018-19

**Application Form**

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| **Setting Name:** |

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| **APPLICATION CONTACT DETAILS** | | | |
| **Contact Name** |  | **Telephone** |  |
| **Setting Address**  **Postcode** |  | **Address for correspondence if different from setting address** |  |
| **Tel Numbers** |  | **Email** |  |

**COMPLETED APPLICATIONS TO BE RETURNED TO:**

***Office Use Only***

🞏 Declined

🞏 Approved

Signed:

Debbie Maule

Children & Young People’s Partnership,

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C/O Western Vale ICC

Station Rd

Llantwit Major

CF61 1ST

[dmaule@valeofglamorgan.gov.uk](mailto:dmaule@valeofglamorgan.gov.uk)

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| Is this proposal for: | | | |
| 🞏  🞏  🞏  🞏 | Expanding Childcare places  Welsh medium Childcare  Setting up holiday provision  Weekend Provision | 🞏  🞏  🞏  🞏 | Breakfast Club  After School Club  Developing New Provision  Assisted Places |
| 🞏 | Sustainability of existing provision | | |

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| Are you affiliated with/ members of any of the following organisations? | | | |
| 🞏  🞏 | Clybiau Plant Cymru Kid’s Clubs  NDNA (National Day Nurseries Association) | 🞏  🞏 | Not affiliated  Other  Please specify: |

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| Are you registered with the Care & Social Services Inspectorate Wales (CSSIW)? | | | |
| 🞏  🞏 | Yes  No but we are happy to work towards this. | 🞏 | Currently Working towards becoming registered.  ***N.B: Acceptance of the grant requires you to work towards becoming registered with CSSIW (Care and Social Services Inspectorate for Wales*** |

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| Vale of Glamorgan Quality Standards Scheme – please tick appropriate box |
| In April 2016, the Early Years Partnership introduced a Quality Standards Scheme for childcare providers. The aim of the scheme is to create a local standard higher than the law requires i.e. National Minimum Standards, to act as a stepping stone towards achieving a nationally recognised QA scheme, to support providers on how to improve on their service and to enable parents and carers to know with confidence that the provision they are choosing for their child offers a high quality service. Anyone wishing to apply for a grant will be required to complete the Quality Standards Scheme.  🞏 Yes I have completed and gained a certificate for the Vale’s Quality Standards scheme (attached to application)  🞏 Yes, I am currently working towards achieving the Vale’s Quality Standards scheme  🞏 No I am not currently involved but understand that completing the Vale’s Quality Standards scheme is a requirement of grant approval. |

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| Did your organisation/project receive any of the following grants during 2017-18? | |
| 🞏  🞏  🞏 | Out of School Childcare Grant  Sustainability Grant  Other grants, please specify…………………………………………………………………. |
| Did you access training provided by the Early Years Partnership in 2017-2018? | |
| 🞏  🞏 | Yes  No |

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| Child Protection | | | |
| Do all staff hold a current DBS check and have up to date Child Protection Training? | | | |
| DBS  🞏 | Yes Enhanced | Child Protection  🞏  🞏 | Training  Yes  No |
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| Within which Electoral ward(s) will your project run? | | | | | |
| **Penarth**  Cornerswell  St. Augustine’s  Stanwell  Plymouth | 🞏  🞏  🞏  🞏 | **Barry**  Baruc  Buttrills  Cadoc  Castleland  Court  Dyfan  Gibbonsdown  Illtyd | 🞏  🞏  🞏  🞏  🞏  🞏  🞏  🞏 | **Rural**  Cowbridge  Llandow/Ewenny  Llantwit Major  St. Athan  St.Bride’s Major  Rhoose  Dinas Powys  Llandough  Sully  Peterston-super-Ely  Wenvoe | 🞏  🞏  🞏  🞏  🞏  🞏  🞏  🞏  🞏  🞏 |

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| Project Description for **New Projects**– **Please give a brief overview of the project. If this is a new project, how you have identified a need and that you are not displacing another service in the area – what research have you done? Or is this an extension of funding from the previous year.** |
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| Project Description for **Existing Projects**– **Please give a brief overview of the project and what you are asking for funding for. Please include reasons for this.** |
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| **Staffing**  In order for the panel to assess the necessity for a grant, we require information regarding **ALL** current paid staff and costs associated within your setting? Please use an additional sheet if necessary |

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| **Staff** | **Hourly rate of pay per hour** | **Hours worked per week** | **Weeks per annum paid for** | **Total paid per annum (**inc tax, NI, holiday pay etc. if applicable) |
| For e.g. Leader  OR  4 x workers | £9.50  £6.95 | 18hrs p w  25hr p w | 39  11 |  |
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| Total expenditure | | | | £ |

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| Expected Outcomes of the project**: e.g. how you plan to make the project sustainable?** |
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| How many childcare places will be created or sustained? Please delete as applicable | | | | | | | | |
| Total number of sessions per week offered    *Length of a session (in hours):*  Afterschool Club: …..    Holiday provision: am ….. pm…... Full day…..    *Number of childcare places per session*:  Afterschool club: ……  Holiday provision: am ….. pm…... Full day….. | | | | | | |  | |
| Age Range | | | | | | | | |
| 🞏 | 2-4 yrs  Other: ...... | 🞏 | 4-7 yrs | 🞏 | 7-11 yrs | 🞏 | | 11+ yrs |

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| Will you be charging for attendance? Please complete |
| 🞏 Yes £…… per session 🞏 No  🞏 Sibling discount £…… per session 🞏 other ……………………………………… |

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| Planned Start date: |  | Expected End Date: |  |

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| Finances | | | | |
| Please indicate the overall cost of your project and the contribution requested from the Children and Young People’s Partnership Out of School Childcare grant.  Please consider timescales when looking at costings i.e. a project starting in September will only require start-up funding for 7 months | | | | |
| Total Cost of the Project | | | | |
| **Staff** | Hourly Rate | Hours | Total Cost | Contribution Requested |
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| **Rent** | £ | £ | £ | £ |
| **Equipment – please list below** | | |  |  |
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|  | | |  |  |
|  | | | £ | £ |
| **TOTAL for equipment** | | | £ | £ |
| **Total staffing** | | | £ | £ |
| **Grand Total requested** | | | £ | £ |

Please provide a detailed breakdown of each category using a separate sheet if necessary and including photocopies of quotes for this application

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| Important Information regarding new Out of School Childcare settings |
| If you are applying for a grant to set up new childcare, please submit a projected annual spreadsheet, broken down into months, for the project. You should include, staff wages, rent, estimated fees in, consumables etc. |

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| Important Information regarding existing Out of School Childcare settings |
| If you are applying for a sustainability grant, you will need to submit your most **recent annual accounts along with 3 most recent bank statements**.  Please note: your application will not be considered if these are not received with your application form. |

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| Declaration | | | |
| I understand that the funding is subject to annual audit and is for the financial year April 2018 - March 31st 2019 and cannot be rolled over in the next financial year or any other budget. I have also read the application introduction and information and agree to provide an and end of project report as required by grant and internal audit purposes.  If the project closes within the allocated financial year, I understand I will be required to return all or part of the funding awarded. Any monies unspent will also be returned.  The monies will be used for the sole purpose of developing new childcare places & supporting existing ones within the Vale of Glamorgan in line with the National Minimum Standards and regulations within the Childcare Act 2006  **In signing this I confirm that the information submitted is accurate.** | | | |
| **Signed:** |  | **Name:** |  |
| **Position:** |  | **Date:** |  |

Please keep a copy of your completed application form for your records.