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**Vale of Glamorgan Council**

**Early Years and Childcare Capital Grant**

April 2022 – March 2023

Introduction and Information for Applicants

Please read carefully before making an application

The Welsh Government have recently announced Capital funding for the Early Years and Childcare sector for small amounts of grant funding to improve their premises for the provision of childcare services.

All childcare providers registered with CIW, will be eligible to apply for a Capital grant. However, applications from those offering one of the following schemes, will be hold more weight. These include, Childcare Offer, Expansion of Early Years provision for 2 yr. oldsand Early Education provision in a non-maintained setting. For those settings who are currently working with CIW to register a childcare setting but require replacing or repairing fixtures will be eligible to apply.

The grant is pivotal to supporting childcare settings by funding essential capital works and replace worn or broken items to enable them to significantly improve their premises to promote good quality provision both for the safety and development of children.

Applications can be made at any point between Monday 14 November 2022 and Friday 17 March 2023. Applications will be considered by a panel every fortnight aiming to provide a prompt response within 2 weeks of receiving the application.

All funding must be spent by 31st March 2023, there is no provision to carry this funding over into the next financial year. A report on spend will be required no later than Friday 14 April 2023.

**Eligibility**

The Childcare setting is:

* registered with Care Inspectorate Wales (CIW)
* or working with CIW in order to become registered.
* Based in the Vale of Glamorgan

**Please note**:

* Applications can be made from settings who are in the process of applying for registration with CIW. However, further information will be requested from the Vale of Glamorgan Council to support your application.
* Childcare settings can only apply to **ONE** local authority for a grant even though they may be taking children from different local authorities.
* Funding cannot be paid retrospectively for works already carried out or items already purchased
* This grant is not for cosmetic work to a setting or an individual’s home, it is for essential capital works and/or replacement capital items
* If you have received Capital funding for IT equipment during previous grant applications, you may not be eligible to re-apply.

**Important information**:

* In accepting any offers of funding, the applicant agrees to provide childcare for a **minimum of 5 years** from the date the grant funding is paid. If the applicant ceases to provide childcare before the end of the 5 year period or voluntarily suspends their registration, you will be subject to returning some or all of the funding allocated.
* Childcare settings successful in receiving a capital grant are required to acknowledge this within their promotion/marketing materials
* When making an application for funding, please refer to the information set out on what can and what can’t be applied for.

**Family Information Service**

We request that any setting applying for a grant, have their details up to date and published on [DEWIS Cymru](https://gbr01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.dewis.wales%2F&data=04%7C01%7CDMaule%40valeofglamorgan.gov.uk%7Cb0b026d1a7aa441eea0f08d9784a1e0b%7Ce399d3bb38ed469691cf79851dbf55ec%7C0%7C0%7C637673081981041206%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=yOiUgYYGGNoBElKkq5rUGglJApz8tYFc4fffCvzFh6w%3D&reserved=0), the Family Information Service can help with this 01446 704704

**Please complete all sections of the application form and attach additional information as requested.**

**Incomplete applications will not be consideredVale of Glamorgan**

**Early Years and Childcare Capital Grant**

2022 - 23

**Application Form**

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| **Childcare 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** |  |
| Is the building you operate the childcare from: 🞏 Owned 🞏 Rented ***If rented you will need to provide a letter from your landlord clarifying that they are happy for any capital works to be carried out at the property.*** |

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| **Childcare Schemes – do you offer any of the following schemes**  |
|  | **Yes** | **Currently considering** | **No current plans** |
| **Childcare Offer** |  |  |  |
| **Expansion of Early Years provision for 2 yr. olds**  |  |  |  |
| **Early Education within non-maintained setting** |  |  |  |

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| **Voluntary Suspension** |
| **Have you been on voluntary suspension in the last 5 years?** | **Please delete****Yes / No** |
| **If yes, please provide dates below** i.e. January 2020 – present or June 2019 – September 2021 |
| **If you are currently on voluntary suspension, what date do you expect to return to providing childcare?**  |

**COMPLETED APPLICATIONS TO BE RETURNED TO:**

Debbie Maule dmaule@valeofglamorgan.gov.uk

**About the Childcare Setting**

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| **What service/s does your setting provide? Please tick all that apply** |
| 🞏 🞏🞏🞏  | Early Education Provision within a non-maintained settingSessional (Playgroup/Cylch/wraparound) 🞏 Full Day Care Afterschool Club 🞏 Breakfast Club (not school free b/fast club)Holiday childcareOther, please specify…………………………………………………………………. |

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| **Number of children attending** |
| At the time of applying for a grant:How many places are you registered for: How many currently attend your setting: Please provide a breakdown of ages:Under 3’s 3 & 4 year olds Over 5’s  |

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| **Are you registered with the Care Inspectorate Wales (CIW)?** |
| 🞏 Yes - Registration number……………………………🞏 No but currently Working towards becoming registeredPlease provide an estimated date for registration: ………………………………….. |

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| **Which organisation/s is your setting affiliated with/ members of?** |
| 🞏🞏🞏 | Clybiau Plant Cymru Kid’s ClubsNDNA (National Day Nurseries Association)Menter Bro Morgannwg | 🞏🞏🞏 | Early Years WalesPACEYMudiad Meithrin |

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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. |

**Applying for funding**

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| Please use this space to clearly demonstrate the nature of what is being requested and why, and how this benefits the children within the setting. Please refer to ‘**wha**t **can and can’t be funded’** information sheet accompanying this grant before making an application. If you are making an application for building works or general refurbishments to a building you will need to provide a business plan outlining your proposal. Please see [Making a plan | Business Wales (gov.wales)](https://businesswales.gov.wales/starting-up/business-plan/making-plan) to support you with this. Please keep this short and to the point.  |
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| **Items requested and purpose** please ensure you attach **3** quotes for any building work or general refurbishment to be carried out. Please include photos of the current areas to be developed and current items that need replacing.**Please note**: funding cannot be paid retrospectively for works already carried out or items already purchased. PLEASE NOTE: Where a childcare setting is on a Vale of Glamorgan site e.g. school, community centre etc. works must be completed under the direction of the relevant local authority departments, so please contact us | **Cost** |
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| **Total requested** | £ |

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| **Supporting evidence** |
| Please attach photographs of the area to be developed / improved and equipment to be replaced.Please attach any CIW report where recommendations for improvement within the setting and/or outdoor area have been identified. |

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| **Did your setting receive a Childcare Offer Capital grant between 2019 – 22?** |
| If yes, amount awarded and what was purchased£ …….Items purchased and /or works carried out ……………………………………………………………………………………………………………………………………………………………………………………………………………………………………………… |

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| **Application dates and notification period**  |
| Grant application forms will be made available on:14 November 2022 until 17 March 2023Applications will be considered by a panel every fortnight aiming to provide a prompt response within 2 weeks of receiving the application. All funding must be spent by 31st March 2023, there is no provision to carry this funding over into the next financial year.  |

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| **Report on spend** |
| All successful applicants are required to complete and submit a report on spend for the total amount of grant allocated. All receipts/proof of purchase will need to be submitted as part of the report.Should the purchases not be in line with the agreed items, you will be liable to repay the grant. |
| **Terms and conditions of the grant** |
| **Please read and tick the following terms and conditions carefully before signing and submitting your application****I confirm that:**🞏 I have read and understood the application form, including the introduction and additional information on what can and can’t be applied for 🞏 If I cease to provide childcare before the end of the 5 year period or voluntarily suspend my registration, I will be subject to returning some or all of the funding allocated🞏 I will work with Vale of Glamorgan Local Authority colleagues should I be signed up to the Childcare Offer, expansion of early years provision for 2 yr. olds and / or early education initiatives.🞏 I agree to use the funding allocated solely for the purchases and / or building works stated in my offer letter. 🞏 As the funding is subject to annual audit, I agree to provide a report, along with original proof of purchase (receipts) on spend as required by the grant and for internal audit purposes.🞏 If the setting closes or voluntary suspends within the allocated 5 years, I will be required to return all or part of the funding awarded. Any monies unspent will also be returned🞏 If successful in receiving a capital grant, I am required to acknowledge this within my promotion/marketing materials issued to parents. 🞏 I confirm that my details are up to date and published on [DEWIS Cymru](https://gbr01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.dewis.wales%2F&data=04%7C01%7CDMaule%40valeofglamorgan.gov.uk%7Cb0b026d1a7aa441eea0f08d9784a1e0b%7Ce399d3bb38ed469691cf79851dbf55ec%7C0%7C0%7C637673081981041206%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=yOiUgYYGGNoBElKkq5rUGglJApz8tYFc4fffCvzFh6w%3D&reserved=0), the Family Information Service can help with this 01446 704704**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**.