

Title: **COMMUNITY FUND GRANT SCHEME**

To: Commercial Services Committee

Date: Wednesday 17th September 2014.

From: Julie Cornwell, Partnerships Officer

[P75]

1.0 ISSUE

- 1.1 To note the grant offered under delegated powers from the Community Fund grant scheme. The Community Fund is a revenue grant scheme which helps to provide vital community-run local services to some of our most disadvantaged residents.
- 1.2 The maximum grant available to projects under this grant scheme is £1,000, therefore all grants are offered under delegated powers.

2.0 RECOMMENDATION

- 2.1 Members are requested to note the grant offered under officer-delegated powers:-

| Ref No. | Organisation | Project | Total Cost | Score |
|---------|-----------------------|--------------|------------|-------|
| 42 | Adams Heritage Centre | IT equipment | £828 | 40 |

2.2 Adams Heritage Centre – IT equipment:

The purchase of a computer, printer and software to enable the Adams Heritage Centre to produce newsletters, information materials, events schedules, publicity materials; develop learning and activity materials; develop and maintain a contacts and volunteer database and other documents and materials necessary to promote and develop the centre for the good of the community.

3.0 FINANCIAL IMPLICATIONS

- 3.1 This application can be funded from the Community Fund grant budget.
- 3.2 The East Cambridgeshire Community Fund grant scheme remaining budget for 2014-15 financial year is £4,872.

4.0 APPENDICES

Appendix 1 – Combined score sheet for Adams Heritage Centre – IT equipment.

Background Documents

Application form for the
above project.

Location

Room FF115
The Grange,
Ely

Contact Officer

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Partnerships Officer
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GRANTS APPRAISAL FORM
(Community Fund Grant Scheme)

No. 42

| | |
|----------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| PROJECT DESCRIPTION | Adams Heritage Centre |
| Description of the project | <p>The purchase of a computer, printer and software to enable the Adams Heritage Centre to:</p> <ul style="list-style-type: none"> • Produce newsletters, information materials, events schedules, publicity materials. • Develop learning and activity materials. • Develop and maintain a contacts database, • Create a log of volunteers' details. • Log and catalogue donations and loans of items to the centre. • Produce budgetary spreadsheets. • To produce on-going planning and maintenance schedules. • To produce essential administrative documentation such as reports, minutes, forms, etc. |
| Who will benefit? | The Centre is open to all residents of Littleport and the surrounding area and the equipment will directly benefit the volunteers who run the Centre. |
| What difference will the project make? | The Adams Heritage Centre exists to promote the history and heritage of our community and the fenland region. They are also Littleport's only dedicated venue for a wide range of exhibitions, displays and activities designed to promote interest and pride in the unique fenland culture, history and traditions of the area. They already hold regular open days, and would like to expand their community engagement and learning delivery to include short courses, classes and family activities for community members. |
| LOCATION | |
| Where is the project located? | 17 Main St, Littleport, Cambs, CB6 1PH |
| APPLICANTS ORGANISATION | |
| Name - | Adams Heritage Centre |
| Nature - | A not-for-profit CIO (Charitable Incorporated Organisation) |
| Project/ service open to the public - | Yes |
| Area served - | Littleport and the surrounding area. |
| PROJECT COSTS | |
| Total expected costs - | £8,728.00 |
| Costs including VAT - | - |
| Basis of costing - | Price and volunteer hours calculation |
| FUNDING PACKAGE | |
| Funds already raised - | Volunteer hours in kind contribution. |
| Funds to be raised – | - |
| Grant applications submitted to - | - |
| Able to reclaim VAT - | - |

| | | |
|------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------|-----------|
| Grant sought from the District Council - | £828.00 | |
| RELEVANT DISTRICT COUNCIL POLICIES: | - | |
| PAST GRANT APPLICATIONS: | None | |
| OTHER COMMENTS/SUPPORTING INFORMATION: | This is a newly formed organisation that already has considerable local support e.g. over 600 people attended a recent open day. | |
| SCORING SYSTEM (Average from two scores) | | |
| 0 – 39 Recommended that no grant be considered | Demand/Need | 10 |
| | Usage | 5 |
| 40 - 100 Recommended that a grant be considered | Funding Package | 15 |
| | Benefits and Outcomes | 10 |
| | Sustainability | 0 |
| | Total score | 40 |
| <u>RECOMMENDATION:</u> Recommended for approval | | |

Delegated Officer approval

Name _____ Date: _____