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|   A picture containing food  Description automatically generated**EARLY LEARNING AND CHILDCARE EXPANSION 2020****GRANT APPLICATION FORM****ORGANISATION NAME**

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| **Office Use Only** |
| **Application Ref Number** |  |
| **Date Application Sent** |  |
| **Date Application Returned** |  |

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**Section 1 – Applicant Details**

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| **1.** | **Organisation Name** |       |
| **2.** | **Trading Name** |       |
| **3.** | **HQ Address** |       |
| **4.** | **Correspondence Address** |       |
| **5.** | **Contact Name** |       |
| **6.** | **Contact Designation** |       |
| **7.** | **Contact Phone Number** |       |
| **8.** | **Contact E-mail Address** |       |
| **9.** | **Nature of Organisation**(e.g. plc, charity, sole trader) |       |
| **10.** | **Number of Employees** |       |
| **11.** | **Current Registered Capacity** |       |
| **12.** | **Number of Children Enrolled** |       |

**Section 2 – Application**

**1. Proposal Details**

1. Please select the category of grant being applied for.

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| **Cat.** | **Grant Criteria** | **Grant Offer** | **(x)** |
| A | Improve quality and environment to support settings to reach National Standard | Up to the total costs of £5,000 |  |
| B | Improve quality of outdoor space | Up to the total costs of £10,000  |  |
| C | Increase capacity up to 20 places/improve outdoor space for those children accessing 1140 hours | Up to the total costs of £10,000 |  |
| D | Staff training and development to support quality in the delivery of 1140 hours | Up to the total costs of £10,000 |  |
| E | Improve quality and environment, up to 40 additional spaces created in areas where capacity is restricted | Up to the total costs of £20,000 |  |
| F | New or innovative type of provision proposed, up to 40 additional spaces created. | Up to the total costs of £25,000 |  |

(b) Please describe how you intend to use the Grant Funding, and the anticipated benefits for the setting, staff members and children. Please include any timescales where relevant.

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c) Please explain the benefits of your proposal, how these will be measured and how these will help to achieve the Grant Criteria detailed in the table above.

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d) Please provide a cost breakdown of your proposal. Itemise the various elements of the proposal to show which items you would like to be funded by the council’s expansion programme funding and which items will be funded from within the organisation’s own resources or by third party funding, if any.

**NB** Please enclose with your application any evidence of costings e.g. quotes from suppliers. If your proposal includes match funding, either from your own reserves or from a successful application to another funding source, please also include evidence of this.

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e) Please include here any additional information which you think is relevant to you application.

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**Section 3 – Declaration**

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| On behalf of the organisation named on the front cover of this grant application, I confirm the following:* That the answers given throughout this document are true, complete, accurate and in no way misleading;

 * That I am an appropriate owner, manager, board member or committee member of the named organisation and therefore authorised to carry out activity of this nature on its behalf;
* That consent is given for the information contained within this document, and within all supporting documentation enclosed as supporting evidence, to be reviewed by appropriate employees of Aberdeen City Council.
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| **Signature:** |       |
| **Print Name:** |       |
| **Designation:** |       |
| **Date:** |       |

*Where a voluntary pre-school or playgroup manager has signed above, please also include an additional signature from an appropriate committee member to demonstrate committee agreement to the proposal:*

|  |  |
| --- | --- |
| **Signature:** |       |
| **Print Name:** |       |
| **Designation:** |       |
| **Date:** |       |

**Applications must be received by 5pm on Monday 16 March 2020**

**Please return the completed application via email to** **elcexpansion@aberdeencity.gov.uk**

**Alternatively, applications can be sent to:**

**Early Learning and Childcare Funded Provider Grants,**

**Aberdeen City Council,**

**Early Years Team,**

**Integrated Children’s and Family Services,**

**Second Floor North,**

**Marischal College,**

**Broad Street,**

**Aberdeen,**

**AB10 1AB.**