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**Vale of Glamorgan**

**Childcare & Play Grants**

Supporting childcare providers

April 2024 - March 2025

Introduction and Information for Applicants

This Childcare & Play Grant can provide financial support to those settings that can demonstrate significant financial loss due to pressures from increases in cost of living .

To sustain existing good quality providers and sufficiency of childcare places, this grant is for **registered CIW settings**, which includes nurseries, playgroups, childminders and out of school provision.

Sustainability of provision can be assisted through the support of appropriate expenditure e.g., staffing costs, rent, heating & lighting and **essential** health and safety requirements (highlighted in CIW inspections).

This grant is to support **revenue** costs only.

All applications will be considered on an individual basis and payment of the grant is at the absolute discretion of the panel.

The grant can fund and/or support in three areas.

1. Support the financial sustainability of the setting – i.e., financial support for staffing costs, rent, heating & lighting and essential health & safety requirements (highlighted in CIW inspections)
2. Support the set-up of a new childcare setting

Important information:

* **ALL** monies must be spent by **31st March 2025**. There is no provision to carry forward any monies into the next financial year.
* If the setting closes within the allocated financial year, you will be required to return all, or part of the funding awarded.
* 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

**Grants of up to £2,000 are available.**

**Please provide as much detail where asked so that a full assessment of your current situation can be made.**

**Please complete all sections of the application form as incomplete applications will be rejected.Vale of Glamorgan**



**Childcare & Play Grants**

Supporting childcare providers

**Application Form**

**2024 - 2025**

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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** |  |

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| **What is your business type: e.g. Day Care, Out of school club etc.** |
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| --- | --- |
| **Premises – please state if this is:** | |
| **Owned** | **Rented** |
|  | **Cost of Rent per month £**  **–** Please provide evidence |

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| **Please supply your CIW (Care Inspectorate Wales) registration number:** |
|  |

***Office Use Only***

🞏 Declined

🞏 Approved

Signed:

**COMPLETED APPLICATIONS TO BE RETURNED TO:**

Debbie Maule

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

|  |  |
| --- | --- |
| **Is this application for: Please tick all that apply** | |
|  | 🞏 Support the financial sustainability of the setting – i.e. financial support for staffing costs, rent, heating & lighting and essential health & safety requirements (highlighted in CIW inspections)  🞏 Support the set-up of a new childcare setting |

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| **Income** - Pleaseprovide details of income and expenditure below – **Bank Statements (showing business information) will also be required as evidence** | |
| What was your annual turnover for 2023/2024 tax year? **A copy of your annual spreadsheet showing monthly income & expenditure would greatly help your application** | £ |
| What is your projected annual turnover for 2024/2025? **A copy of your projected annual spreadsheet showing monthly income & expenditure would greatly help your application** | £ |
| If applying for a sustainability grant, what is your estimated amount of funding required to sustain your business? **£** | |
| **Accounts –** please explain what contingency/reserve funds, if any, your childcare setting has to support the business in times of emergencies? **Please include your last set of accounts** | |
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**Existing children attending –** if you are a childminder**,** *please ensure you include your own children within your CIW registration numbers*

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| --- | --- | --- | --- |
| **Age** | **Numbers**  **Attending** | **Age** | **Numbers attending** |
| **Under 1’s** |  | **1 – 2yr olds** |  |
| **2 -3 yr. olds** |  | **3 – 4 yr. olds** |  |
| **4 yrs. – 8yrs.** |  | **8 yrs. +** |  |

* At time of application, how many children do you currently have attending your setting? …………. Do you have a waiting list? Yes / No
* At time of application, how many childcare places are your currently registered for? ………….
* If you are a childminder, how many children are your own? ……

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| **Childcare Fees**  Please state whichever is applicable | | | |
| Half day | £ | Full day | £ |
| Per Session | £ | Hourly rate | £ |
| **Do you offer sibling discount? Y / N If yes, how much?** | | | |
| **Do you charge a retainer fee?** If yes, please demonstrate costs | | | |

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| **Staffing**  In order for the panel to assess the necessity for a grant, we require information regarding **ALL** staff and costs associated within your setting at time of application. Please include any costs drawn down by owners, business partner etc |

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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,**  **worker** | **e. g £8.50** | **e.g.18hrs p w** | **e.g. 39** |  |
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| **Total expenditure** | | | |  |

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| **Sustainability: please use this space to explain in detail how the viability of your business will be affected if you do not receive the grant.** You will need to provide strong evidence that demonstrates why your business is facing operational and/or financial challenges.  **New places or new setting –** you will need to provide a short business plan evidencing why you are applying for funding to increase the number of places in your setting, numbers etc. If setting up a new  childcare provision, you will need to demonstrate the demand in the area, numbers of enquiries you have received, etc |
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| **What are you applying for?** | | | | |
| Please indicate the overall cost of your project and the contribution requested from the Children and Young People’s Partnership Childcare Sustainability grant.  **Please remember calculations will need to be based from time of application until 31 March 2025** | | | | |
| **Total Cost of the Project** | | | | |
| **Staff** | Hourly Rate | Hours | Total Cost | Contribution Requested |
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| **Rent** | | |  |  |
| **Utilities: heating & lighting –** you will need to show evidence in an increase in cost (2023 final bill & costs for 2024) | | |  |  |
| **Essential Health & Safety requirements – please provide details** | | |  |  |
| **New childcare setting costs –** please provide details | | |  |  |
| **Grand Total requested** | | |  |  |

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| **Important Information regarding your application for a Childcare Sustainability grant** |
| In order to assess the necessity of a grant, please can you supply the following financial details for your setting.  **Please remember to attach:**  Copy of your last **3 months bank statements** relevant to the application  Copy of your last set of audited accounts (if available)  **Incomplete applications will not be considered** |

**Please complete**

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| --- | --- | --- | --- |
| **Declaration** | | | |
| I confirm that the information I have provided is true and accurate to the best of my knowledge.  I confirm that I have read and understood the Introduction and Information for childcare providers.  I confirm that without the grant the viability of my business will face sustainability issues this financial year.  I confirm that I have provided all required evidence to support my application for a Childcare Sustainability Grant.  I confirm that I will not profit from the Childcare Sustainability Grant.  I confirm that I will co-operate with any monitoring requirements and will provide a report on spend by 31 March 2025  I confirm that my childcare settings 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) and I am currently providing a service to children other than or in addition to my own  **The Vale of Glamorgan Council reserves the right to recover funding from individuals and businesses where false information was provided or where upon further checks, the business is not eligible for funding.**  **Any information provided via application form will be processed in accordance with General Data Protection Regulation s (GDPR) as ‘any information relating to an identifiable person who can be directly or indirectly identified by reference to an identifier’.**  **In signing this I confirm that the information submitted is accurate.** Electronic signatures will be accepted**.** | | | |
| **Signed:** |  | **Name:** |  |
| **Position:** |  | **Date:** |  |

Applications will be open until 01 February 2025 or until all funding

has been allocated.

***Office Use Only***

🞏 Declined

🞏 Approved

Signed:

Debbie Maule

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

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