



Aiming High Project Plan

**To accompany an application for
Aiming High Capital Funding**

What is the name of your service? _____

Who is the project co-ordinator? _____

When are you planning your project to take place?

Start date (month/year)

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End date (month/year)

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Overall Aim

What is the overall project aim and why are you undertaking this project? Your aim should clearly set out the need for funding and what the children will gain from the changes. You should also explain how the project would meet the priorities of Aiming High and the outcomes of Every Child Matters (Being healthy, Staying Safe, Enjoying and Achieving, Making a Positive Contribution and Achieving Economic Well being.)

Setting Targets to complete your project.

What practical steps will you need to take to make the project work? Please supply details of the proposed time scales. This will help you think about the scale of your project and how you will achieve your intended aim. These must be realistic. (Please use a separate sheet if necessary.)

Actions/Details of work to be carried out.	Date	Cost	Who is going to monitor this task?	By what date will the task be completed?

Explain how you devised your plan. Indicate how and who you have consulted.

What, if any are the safety issues related to your project. How will children be kept safe? (Risk Assessment)

Please provide details of any planning permission required, Health and Safety, Environmental Health or any other relevant permission obtained.

Please give details of any grants you have previously accessed from SCC.

Please state what rental agreement you have in place and provide us with a copy e.g. lease/licence/letting agreement. A letter of permission from your landlord should accompany your application if you are in rented premises.

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Declaration

I confirm that I am an authorised representative of the organisation as stated on page two.

I certify that the information given in this application and the supporting documentation is true and accurate.

I understand that any offer of grant will be subject to terms and conditions and that the organisation will adhere to these conditions and will repay the grant if these are not met.

Name:
Please print

Position:

Signed:

Date:
