

COMMUNITY COUNCILS FUNDING TARGETS/OUTCOMES

NAME OF ORGANISATION: Specimen Monitoring Association

VENUE for the Project: Walthamstow Example Centre

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PROJECT Name: Music classes for festival

Planned Activities:

- Tutoring Classes at Walthamstow Example Centre using paid literacy and typing tutors
- Classes to take place during term time on Mondays afternoon/evenings
- Employment of part time temporary member of staff to publicise Sample Monitoring association activities directly to schools within the Markt Ward
- Employment of an Administrator
- Inform teachers, parents and carers in the Markt Ward of the availability of the classes
- Increase the numbers receiving help in the Markt Ward
- Advertise in the local press, mail and email to local schools and make direct contact with schools in the Markt Ward

No. of Beneficiaries: 30 – this will increase through the work of our Publicity Officer

PROJECT AIMS:

1. Ensure all children with reading and writing difficulties have the opportunity to access specialist assessment and teaching
2. Raise awareness and availability of special tuition to teachers, parents and carers.
3. Prepare children to the standards that would enable them take part in various competitions as well as the festival

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PROJECT TARGETS AND OUTCOMES

SMART Objective	Measurable Outcome	Target Completion Date(s)	Instalment(s) / Payment Date(s)
<p>1(i) Literacy tutors £25 per hour 9 hours per week for 36 weeks (1 academic year)</p> <p>1(ii) Music tutor £35 per hour 20 hours per week</p> <p>1(iii) Competition Researcher £30 per hour 3 hours per week for 12 weeks</p>	<p>1(i) Provide invoices</p> <p>1(ii) Provide invoices</p> <p>1(iii) Provide invoices</p>	<p>Ongoing between January 2009 and March 2010</p>	<p>1st Instalment 13 July 2009 = £670.00</p> <p>P</p>
<p>2(i) Involve two new volunteers /local residents of Markt Ward in delivering the project</p> <p>2(ii) Publicity – printing and distribution of flyers and phone calls and visits to schools in under-represented community councils</p>	<p>2(i) Provide completed feedback by one new volunteer /local resident who assisted in delivering the project. The feedback form will also provide the name of the road, street and/or post code etc. of the volunteer. This is to evidence that the volunteer is a resident of the Markt Ward</p> <p>2(ii) 60% of attendance forms to provide information regarding how the participants found out about the classes</p>	<p>Ongoing between January 2009 and March 2010</p>	<p>2nd Instalment 1st September 2009 – £665.00</p> <p>C</p> <p>i</p>
<p>3(i) Stationary, postal, telephone and travel costs</p> <p>3(ii) Catalogue contingencies</p> <p>3(iii) Enrol participants in various competitions and festivals</p>	<p>3(i) Provide relevant invoices</p> <p>3(ii) Provide relevant invoices</p> <p>3(iii) Provide photographs and competition/ festival enrolment acceptance forms</p>	<p>Ongoing between January 2009 and March 2010</p>	<p>3rd Instalment 31st December 2009 = £665.00</p> <p>m</p>
<p>4(i) Provide</p> <p>a) 25 tutoring Classes at Walthamstow Example Centre using paid literacy and typing tutors</p> <p>b) 50 Dance class sessions</p>	<p>4(i) Provide 60% attendance sheets to evidence total number of participants for each activity. Attendance sheet to provide name of road, street, postcode etc. of each participant. This is to evidence that the participants are residents of Markt Ward</p>	<p>Ongoing between January 2009 and March 2010</p>	<p>4th Instalment 1st April 2010 = £665.00</p> <p>n</p>

4(ii) Provide completed 'satisfaction survey'/ feedback forms for each type of activity listed above

4(iii) Provide evidence of equality monitoring statistics for participants and staff (based on the Council's six priority areas i.e. gender, disability, age, religion, sexuality and race).

4(ii) Provide 60% of completed Feedback forms /satisfaction survey for each activity listed in 4(i) a-b. Feedback forms will also provide the name of the road, street etc. of each the participants This is to evidence that the participants are residents of Markt Ward

4(iii) Provide equality monitoring statistics for participants and staff (based on the Council's six priority areas i.e. gender, disability, age, religion, sexuality and race). Also provide evidence of equality monitoring statistics gathered by providing
a) Feedback forms/ Satisfaction Survey questionnaires for 70% of total target number of participants from the Markt Ward evidencing equality monitoring information gathered (based on the Council's five priority areas i.e. gender, disability, age, religion, sexuality and race).

b) Also provide Feedback forms/ Satisfaction Survey questionnaires for 85% of total number of staff evidencing equality monitoring information gathered based on the Council's six priority areas i.e. gender, disability, age, religion, sexuality and race.

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TIME FRAME:

Project Start Date: 12 January 2009
Project End Date: 26 March 2010

No. of DAYS: xxxxxxxx
No. of Hours: xxxxxxxx

Evaluation and Project report to commence from 12th January 2009 and be submitted before 1st of April 2010.