



PROJECT DELIVERY PLAN - DETAILED BUDGET BREAKDOWN

Grant Application Form

Part 2/2 Forms for the Communities' Choice grant.

Communities' Choice Fund Part 2 Form

Congratulations on reaching **Part 2** of the Communities' Choice grant process. The People's Committee has reviewed your Expression of Interest (EOI) and would now like more detail about your proposed project. The **Part 2** Application form is your opportunity to strengthen your application, so please be sure to complete all sections in full and ensure that you return the form by the agreed deadline. This application form requires you to add more detail to your original Expression of Interest form, including:

- A clear project delivery plan.
- A realistic, fully justified budget.
- Specific examples showing how your project addresses the community priorities you selected in **Part 1**.

You should also explain how your proposal supports the **Marmot Principles** and the goals of the **Well-being of Future Generations (Wales) Act**, using specific examples where possible.

Please complete every section of the form. Set out the actions you will take, anticipated outcomes, how you will engage your local community, how you will monitor impact, and how you will manage funds responsibly. Refer to your Part 1 EOI where helpful to ensure consistency. Please note that you should also attach copies of all required documents, including bank statements, copies of qualification certificates or your DBS certificate where appropriate.

The information you provide will be used by the People's Committee to decide which projects are recommended for the public vote at the Community Voting Event. You should refer to your Expression of Interest form to complete the Part 2 Application form effectively.



1. Part 2 Applicant Information

1.1 Communities' Choice Area Applied to:

Trevethin, Penygarn & St Cadocs

Unique Application Reference:

PBTPS008

Area Selected:

1.2 Primary Contact Details

Applicant Details		Registered Address	
Organisation Name:	After The Bell	No. / Street:	Woodlands Field Charity, Folly View
Position / Job Title:	Youth Worker	Local Area:	Penygarn
Contact Name:	Helen Keeble	Town / City:	Pontypool
Email:	Helen.keeble@torfaen.gov.uk	County:	Torfaen
Phone number:	07980682706	Postcode:	NP48BU

1.3 Bank Account & Registration Information

Bank Account Name	After The Bell Childrens Centre	Bank Account Number		Sort Code	
<i>*For Registered Charities and Private Businesses only</i>	Registered Charity No.		Companies House Registration No.		



2. Your Project in More Detail

2.1 Project Title

The title you have provided for your project is:

Torfaen Young Parents group

2.2 Project Overview

Describe your project, its main purpose, target beneficiaries, and expected outcomes. State your project's specific objectives, using SMART objectives where possible. (*Suggested: 150 – 200 words*)

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Young Parents provision running once a week out of Woodlands Field Pod in Penygarn. Parent and Baby group aimed at 15 – 25 year olds who live in Torfaen. Minibus pick ups are provided to ensure that the parents and their babies can attend the session (Wellbeing of Future Generations goal 4). Penygarn is a central location in Torfaen meaning that more parents can access the group and it is easy for the transport to get to.

We offer a healthy lunch each week. This is to ensure the mums and babies have at least 1 healthy meal a week, but also have the opportunity to learn cookery skills to cook on a budget at home (Wellbeing of Future Generations goal 3).

The project will offer skill based activities such as sewing, baking, gardening, budgeting and cookery supporting them to live independently but also upskill them and spur on interests or talent for when they return to the world of work.

We always look to widen opportunities to visit new spaces and places in and around Wales. Being socially isolated is an issue for some of our mums, so by offering them a chance to widen horizons will help them take greater control over their life and choices being made (Marmot Principle 2).

2.3 Project Activities and Delivery Plan

- Outline the activities, services, or events your project will deliver.



- Key Milestones,
- Explain who will be responsible for delivering. (*Suggested: 150 – 200 words*)

Funding will cover rent so that we can use the Woodlands Field pod for the upcoming year. This space is fit for purpose with resources and a kitchen we can use and we have the support of the committee – by end of 2026

Funding will allow us to purchase ingredients so that we can ensure each week we can provide a healthy meal for the mums and their babies. Any leftovers can be taken away for their freezers as food poverty is a big issue for some of our mums – by end of 2026 (Marmot Principle 4/ Wellbeing of Future Generations goal 3)

Funding will allow us to purchase resource for activities to ensure we offer a variety of fun engaging activities for both our mums and the babies. It will also allow us to book an animal interactive group so that the babies get to meet different animals but also engage in sensory activity, meaning they have new experiences – by July 2026

Funding will allow us to fund a mini break for the mums and their babies to Trecco Bay. Some do not have the finances to treat themselves to a holiday, so this will be a new experience for some – by end of March 2026 (Wellbeing of Future Generations goal 4)

The session will be run by Torfaen Youth Service but the group members are consulted with so guide us on what they would like to be doing. The After the Bell Committee are very supportive of the group and are always on hand to offer support, guidance and open up for us.

2.4 Community Benefit and Impact

Explain clearly how your project will benefit your chosen community (Communities' Choice area)

- How the project responds to the top priorities identified.
- The short-term and long-term impacts you expect to meet for individuals, groups and wider community. (*Suggested: 150 – 200 words*)



This project ensures that there are more provisions running for young people in the Trevethin, Panygarn & St Cadocs area . There isn't a group like this running for 15 – 25 years olds in Torfaen. Young Parents are expected to join mother and baby groups that are open to all ages and from feedback our mums don't feel they fit these groups and feel judged for being a young parent (Marmot Principle 1/ Wellbeing of Future Generations goal 4). We offer trips and visits to explore different spaces which provide new experiences to our mums and babies. We offer activities which offer skill development for the mums but also new experiences for the babies so that they have the best start in life (Marmot Principle 1)

This project also focuses on the health and wellbeing of our young parents and their babies, of which are a vulnerable cohort living in Torfaen Wellbeing of Future Generations goal 3/Marmot Principle 4). A health visitor attends once a term to weigh the babies and speak to the mums about any issues they may be having. We invite visitors in to speak with the group (Torfaen Housing, Warm Wales, Credit Union, Torfaen libraries & ABHB – children & Families division) about various challenges they may be facing e.g - debt, housing issues, isolation, parenting challenges). We cook each week to provide a healthy lunch, but also offer a cookery school so that all the mums learn to cook a healthy meal on a budget of which they can take away and freeze. We like to get out and explore local spaces as a lot of our mums are socially isolated. The American Gardens, Pontypool Park and Boating Lake are great spaces to visit for a walk and picnic at little or no cost.

Short term impacts of group – less isolated, develop friendship groups, eating healthier and have more cookery skills. Babies get to socialise, learn from others & play.

Long term impacts – become better parents, more independent, make better life choices, have a voice on things they wish to do in life, increased knowledge on support available, develop new skills and gain accreditation to support future job prospects.

Babies thrive and meet milestones, make a smooth transition to nursery, progress speech and language, more confident and social with other babies and unfamiliar adults and are healthier (wellbeing and physical)

2.5 Collaborations and Partnerships

Identify any community centres, groups, or other partners with whom you will work. Describe their role(s) in the project and how this collaboration will add value. *(Suggested: 75 – 100 words)*

Youth Service – run the weekly provision, transport the group with MIDAS trained drivers

Health visitors – termly weigh in and offer themes for discussion e.g terrible 2's, speech and language, ALN, baby massage



After the Bell – offer a venue for us to use each week, provide shared resources for parents and babies and a kitchen space so that we can provide lunch.

Group members – provide the themes through consultation for our provision, make the group what it is.

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2.6 Risk Management and Feasibility

Identify any potential risks or challenges to delivering your project. Explain how you will manage or reduce these risks. (*Suggested: 50 – 75 words*)

Food Safety certificates completed by Youth Work staff – cookery sessions

DBS checks completed for staff working with group – approved to work with children & Young People

Training – data protection, safeguarding, VAWDASV, Equalities, Fire Safety, First Aid, Food Safety, Youth & Community work qualifications

Activities are risk assessed

Trips and visits paperwork completed when out of Torfaen. Minibus drivers have a MIDAS & D1

Consent forms completed with young people – photos, travel and visits

Insurances in place through After The Bell & TCBC



2.7 Alignment with Marmot Principles

Refer to the Marmot Principles and explain which principles your project supports and how. Give practical examples of how your activities promote these principles.

Marmot Principle	Ticked in Part 1	How your project contributes (practical example)
Give every child the best start in life	<input type="checkbox"/> yes	Regular contact with HV – weigh in and checks New experiences for babies Advice and guidance to support mums of their parenting journey Referral and partnerships – themed support when parents are struggling (attachment issues, speech and language, ACES, diet)
Enable all to maximise capabilities & control	<input type="checkbox"/>	
Create fair employment & good work for all	<input type="checkbox"/>	
Ensure a healthy standard of living for all	<input type="checkbox"/> yes	Advice and guidance - independent living, finances, healthy eating, places to visit, housing, getting out and about. Develop skills through out cookery school. Trips and visits to explore new spaces and see new things – get outdoors and less socially isolated.
Create & develop healthy/sustainable places	<input type="checkbox"/>	
Strengthen the role & impact of ill-health prevention	<input type="checkbox"/>	

2.8 Wellbeing of Future Generations (WFG) Goals

Justify **only** those you ticked in Part 1.



WFG Goal	Part 1	Contribution (specific activity or outcome)
A Prosperous Wales	<input type="checkbox"/>	
A Resilient Wales	<input type="checkbox"/> yes	Mums have the knowledge and support around them to bring up babies on their own. Mums can live independently without spiralling into debt, having babies removed or having poor Mental health
A Healthier Wales	<input type="checkbox"/> yes	Babies given best start in life. Mums are supported, more resilient and less reliant on services. Diet is better and healthy. Opportunities to get out and explore new spaces and be outdoors – less socially isolated.

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WFG Goal	Ticked in Part 1	Contribution (specific activity or outcome)
A More Equal Wales	<input type="checkbox"/> yes	Mums have equal opportunity to be supported in parents and baby group. Babies & mums have equal opportunities to experience new things that otherwise they wouldn't eg transport to services, affordable experiences, healthy meals, healthy lifestyle, nice homes
A Wales of Cohesive Communities	<input type="checkbox"/> yes	Feel accepted as a young parent, participate in community events, explore new communities.
A Wales of Vibrant Culture & Thriving Welsh Language	<input type="checkbox"/>	
A Globally Responsible Wales	<input type="checkbox"/>	



3. Project Timeline

Please provide a more definitive start and end date for your project and then enter the appropriate duration i.e. 3 months, 6 months, 12 months etc. If you are planning a one-off event, your timescale should consider the planning and execution of the event, taking the start date as when you will begin planning.

Start Date:	November 2025	End Date:	October 2026	Duration:	1 year
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4. Budget and Cost Breakdown

Please give an estimate of each known project cost you have included in the total amount applied for. Categorise your budget into headings such as volunteer expenses, equipment and materials, venue hire, marketing and promotion, and other delivery costs.

	Expense Type	Notes	Cost (£)
1.	Rent for Woodlands Field pod (£12.50p/h)	40 sessions @ 2 hours each	1000.00
2.	Cookery ingredients	40 sessions @£10	400.00
3.	Resources for activity (eg craft/sewing/sensory)	variety	100.00
4.	Animal Interactive	1 session	130.00
5.	Trecco Bay trip x 5 caravans (£229 x1 caravan for 2 nights)	5 caravans – 3 families in each caravan/1 staff caravan	1145.00
6.			
7.			



	Expense Type	Notes	Cost (£)
1.			
8.			
9.			
10.			

Total (£)	2775.00
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4.1 Area-Specific Costs and Justification

If your project will operate across more than one PB area, the costs should be broken down – please complete Appendix A. (**PB 2.2 – Cross-Area Application Budget Template**). Explain any variations in cost between areas. Ensure you add this appendix when submitting your application.

4.2 Additional Budget Information

Use this space to include any other information around in-kind contributions, match funding or other funding sources (*if applicable*).
(Suggested: 100 – 150 words)

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Declarations

4.3 Monitoring & Evaluation

I understand that if my project receives funding from Communities' Choice, I must take part in monitoring and evaluation as agreed. Failure to do so may result in funding being withdrawn or reclaimed.



4.4 Attachments and Documents Checklist

Item Included with my Application	Tick to Confirm
• Constitution / Governing Document (Organisations)	Y <input type="checkbox"/>
Item Included with my Application	Tick to Confirm
• Equality & Inclusion Policy	Y <input type="checkbox"/>
• Safeguarding Policy (If Working with Vulnerable Groups)	Y <input type="checkbox"/>
• Data Protection / GDPR Policy	Y <input type="checkbox"/>
• Recent Bank Statement / Account Verification	Y <input type="checkbox"/>
• Insurance, DBS, and/or Qualification Certificates (If Applicable)	Y <input type="checkbox"/>
• Public Liability Insurance	Y <input type="checkbox"/>

4.5 Declaration Statements:

My Statements	Tick to Confirm
• I consent to the Communities' Choice team withdrawing this application at its discretion if necessary.	Y <input type="checkbox"/>
• The information in this application is true and accurate.	Y <input type="checkbox"/>
• I agree to the GDPR policy and consent to scrutiny/scoring/monitoring by the People's Committee, Communities' Choice team, TVA staff, and the Senior Operational Working Group.	Y <input type="checkbox"/>
• Image to Represent my project (Logo/Other Image for use in promoting your project and for the Community Voting Event)	Y <input type="checkbox"/>
• I confirm that other funding sources that may be accessed to support the delivery of this project will be declared prior to acceptance of grant (terms and conditions of the grant)	Y <input type="checkbox"/>

Community Voting Event Attendance

Communities' Choice is a Participatory Budgeting initiative. All funding decisions for the Communities' Choice grant will be determined by residents during a Community Voting Event held within the relevant area. By submitting this form, ***you acknowledge your obligation to attend and present your project to the community at the designated event(s). Failure to attend, unless***



acceptable prior notice is provided, may result in disqualification from the process. The Communities' Choice team retains the authority to withdraw applications at its discretion.

I hereby declare that the information provided in this proposal form is true and correct to the best of my knowledge. I understand that any false information may result in the rejection of this proposal.

Name:	Helen Keeble	Signature:		Date:	
			HEKeeble		5/9/25

Please ensure that all sections of this form are completed accurately before submission. Incomplete forms may not be considered for funding. Thank you for your commitment to improving your community through the Communities' Choice Torfaen PB Fund.

5. Submitting Your Application

Applications must be submitted to communities-choice@tvawales.org.uk by the deadline date: **Wednesday, 10th September 2025**. Applications arriving after the pre-agreed deadline may not be considered. If you feel you will not be able to complete the form in full by the agreed date you must contact the Communities' Choice team to provide a valid reason at the earliest convenience. All supporting documentation should be attached with your application.

6. Contacts:

Dan Watkins Communities' Choice Coordinator dan@tvawales.org.uk	Bailey Richardson Youth & Community Support Worker bailey@tvawales.org.uk
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