



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:

Area Selected:

Thornhill & Upper Cwmbran

Unique Application Reference:

PBTUP009

1.2 Primary Contact Details

Organisation Name - Thornhill 4 U Too

Address - Thornhill Community Centre, Leadon Court, Thornhill, Cwmbran, Torfaen. NP44 5TZ

Contact Name - Steven Evans



Job Title - Chair

Telephone - 01633 524303 / 07549973165

Email - thornhill4utoo@gmail.com

1.3 Bank Account & Registration Information

Bank Account Name - Thornhill 4 U Too

Bank Account Number - Sort Code -

2. Your Project in More Detail

2.1 Project Title -

The title you have provided for your project is: Play in the Thornhill Community

Part 2 Full Application Form

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)*

“Play in the Thornhill Community” is a dual-strand initiative offering inclusive play opportunities for children aged 0–18 and their families. It combines free messy play sessions for early years (0–5) with Saturday respite sessions for children and young people (8–18) with complex



disabilities. We partner with Torfaen Play who deliver the sessions at Thornhill Community Centre. The project promotes emotional, physical, and social development and resilience through sensory play, arts, crafts, and music.

The main purpose is to reduce isolation, improve wellbeing, and foster community cohesion. Target beneficiaries include children with additional needs, families facing financial hardship, and carers in need of respite.

Expected outcomes:

- Increased access to inclusive play for up to 48 children weekly.
- Improved mental health and emotional wellbeing for children and carers.
- Stronger peer networks and community resilience.

SMART Objectives:

- Specific: Deliver weekly sessions for two age groups at Thornhill Community Centre.
- Measurable: Reach at least 100 unique participants over 11 months.
- Achievable: Use trained staff and volunteers to run two sessions each Saturday.
- Relevant: Supports priorities of Health & Wellbeing, Youth Services, and Stronger Communities.
- Time-bound: Project runs from September 2025 to July 2026.



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)

The project will deliver two weekly play sessions at Thornhill Community Centre over 11 months:

- Saturday Respite Play (Ages 8–18): Two sessions each Saturday for children and young people with complex disabilities. Activities include sensory play, arts and crafts, music, and soft play. Each child receives one-to-one support from trained staff and volunteers.
- Messy Family Play (Ages 0–5): Weekly sessions offering inclusive sensory activities such as sand, water, and paint. These are open to all families, free of charge, and designed to support early development and social interaction.

Key Milestones:

- September 2025: Project launch, staff induction, and community outreach.
- October 2025: Sessions begin and monitoring systems implemented.
- January 2026: Mid-point review and feedback
- collection. July 2026: Final sessions and evaluation report. Delivery Team:
- Torfaen Play Service staff and volunteers will support Thornhill Community Centre with session planning and delivery.
- Community partners will support outreach and referrals.
- A designated project coordinator will oversee logistics, safeguarding, and reporting.

This delivery plan ensures consistent, high-quality provision that meets the needs of diverse families in Thornhill.



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 the wider community. (*Suggested: 150 – 200 words*)

“Play in the Thornhill Community” directly responds to the priorities of Health & Wellbeing, Youth Services, and Stronger Communities. By offering inclusive play sessions for children aged 0–18, the project ensures that all families, regardless of income or ability, can access enriching activities in a safe, welcoming space.

Short-term impacts include:

- Improved emotional wellbeing for children and carers.
- Increased access to play and respite support.
- Reduced isolation through peer interaction and community connection.

Long-term impacts:

- Stronger community cohesion as families build relationships and support networks.
- Greater awareness and acceptance of complex needs.
- Enhanced resilience in families through consistent, accessible support.

The project empowers parents and carers, nurtures child development, and fosters a culture of inclusion. It creates a space where families feel seen, supported, and valued—strengthening the social fabric of Thornhill.



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)*

This project is being delivered on behalf of Thornhill \$ U Too at Thornhill Community Centre, a trusted and well-established venue at the heart of the local community. The centre provides a safe, accessible space for families and is deeply embedded in the lives of residents—making it an ideal location for inclusive play provision.

We are working in partnership with Torfaen Play Service, who will assist the delivery of both the respite and messy play sessions. Their experienced staff and volunteers will ensure high-quality, tailored support for children with complex needs and early years development. Additional collaboration with local schools, health visitors, and family support services will help identify families who would benefit most and support outreach efforts. These partnerships enhance the project's reach, ensure inclusivity, and strengthen ties across the community.

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)*

Potential risks include staff or volunteer shortages, low attendance, and safeguarding concerns. To mitigate these, we will maintain a pool of trained volunteers, promote sessions widely through local networks, and follow robust safeguarding procedures aligned with Torfaen Play Service standards. Regular feedback and monitoring will help us adapt quickly to any challenges, ensuring the project remains safe, inclusive, and responsive to community needs.





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"/>	Every child can access right to play. Free of charge. Inclusive to those with disabilities.
Enable all to maximise capabilities & control	<input type="checkbox"/>	
Ensure a healthy standard of living for all	<input checked="" type="checkbox"/>	Access to developmentally suitable activities, supporting physical, cognitive and emotional development. Free of charge so more likely to access. Create a hub where parents/carer can come to for support, assisting with loneliness and mental health.
Create & develop healthy/sustainable places	<input checked="" type="checkbox"/>	
Strengthen the role & impact of ill-health prevention	<input type="checkbox"/>	
Create fair employment & good work for all	<input type="checkbox"/>	
	<input type="checkbox"/>	



2.8 Wellbeing of Future Generations (WFG) Goals

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

WFG Goal	Ticked in Part 1	Contribution (specific activity or outcome)
A Prosperous Wales	<input type="checkbox"/>	
A Resilient Wales	<input type="checkbox"/>	
A Healthier Wales	<input checked="" type="checkbox"/>	Respite supports mental health of carers. Messy play will assist with physical, and cognitive development of children.

WFG Goal	Ticked in Part 1	Contribution (specific activity or outcome)
A More Equal Wales	<input type="checkbox"/>	
A Wales of Cohesive Communities	<input checked="" type="checkbox"/>	A messy play session will bring together families across the community together, strengthening ties, creating friendships and support networks,
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:	11 . 09 . 2025	End Date:	19 . 07 . 2026	Duration:	10 Months
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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.	Expenses	For food and travel of volunteers	£4,250
2.	Promotion	Creation of posters, printing and distribution	£200
3.	Consumable Goods	Messy play equipment, arts and crafts equipment	£1100
4.		get used up quickly and easily.	
5.	Non - Consumable Goods	Equipment that can be reused, e.g sensory lights,	£4,450
6.		sports equipment, baby toys, books etc.	
7.			

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

Total (£)	£10,000
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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)



Torfaen Play Service, In Kind, Confirmed

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)	<input type="checkbox"/>

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

4.5 Declaration Statements:

My Statements

- I consent to the Communities' Choice team withdrawing this application at its discretion if necessary. ☒
- The information in this application is true and accurate. ☒
- 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. ☒



- Image to Represent my project (Logo/Other Image for Community Voting Event) ☒
- 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) ☒

use in promoting your project and for the

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 : Steven Evans

Signature : S.Evans

Date: 08/09/25

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.

Submitting Your Application

5. 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.

Contacts:

6.

Dan Watkins

Bailey Richardson



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Youth & Community Support Worker

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