



## Taic le foirm-iarrtais Tabhartasan nan Tràth-bhliadhnaichean Gàidhlig 2024/25

### Gaelic Early Years Grants 2024/25 application form support

'S e taic a bharrachd a tha seo airson sgeama Tabhartasan nan Tràth-bhliadhnaichean Gàidhlig 2024/25 air na tha Bòrd na Gàidhlig a' sireadh bho freagairtean airson gach ceist san foirm-iarrtais.

This document provides extra support as to what Bòrd na Gàidhlig is looking for from answers to questions in the application form for the Gaelic Early Years Grants 2024/25 funding scheme.

Tha sinn a' moladh gu mòr gu bheil sibh leughadh [stiùireadh na maoine](#) cuideachd airson fios fhaighinn air na riaghailtean airson na sgeama. Faodaidh sibh cuideachd [stiùireadh-measaidh a leughadh](#) a tha toirt fios seachad air mar a thèid an iarrtas agaibh a mheasadh is na slatan-tomhais sgòraidh a tha air a chleachdadh.

We strongly recommend reading the [general fund guidance](#) also to find out about the rules of the scheme. You can also view [assessment guidance](#) which details how your application will be assessed and the scoring criteria used.

Bu chòir dhuibh iarrtas a chur a-steach tro phortal iarrtasan Fluxx aig [bng.fluxx.io](#), is feumaidh sibh an iarrtas a chur a-steach do Bhòrd na Gàidhlig ro **3f air Diardaoin 27 Iuchar 2024**.

Applications should be submitted via our Fluxx application portal at [bng.fluxx.io](#) and the application must be submitted to Bòrd na Gàidhlig by **3pm on Thursday 27 June 2024**.

#### Comhairle san fharsaingeachd

#### General guidance

Tha stiùireadh fhaclan ann airson a' mhòr-chuid de na ceistean gus beachd a thoirt dhuibh air an uiread mion-fhiosrachaidh a dh'fheumas sibh a thoirt seachad. Ma tha e nas fhasa faodar puingeann peileir a chleachdadh gus geàrr-chunntas a dhèanamh air bhur freagairt, ach dèanaibh cinnteach gu bheil fiosrachadh gu leòr air innse.

There are word guidelines for most of the questions to help guide how much detail you need to provide. If it is easier to use bullet points to summarise your answer feel free to do so, but ensure that there is enough detail provided.

Cuirear fàilte air tagraidhean ann an Gàidhlig no Beurla, ged a tha sinn gur brosnachadh tagradh a dhèanamh sa Ghàidhlig mas urrainn dhuibh.

Applications are welcomed in Gaelic or English, although we'd encourage you to apply in Gaelic if you can.

Ma tha ceist sam bith agaibh mu gin de na ceistean, no ma tha feum agaibh air tuilleadh taic le bhith a' lìonadh an fhoirm iarrtais, cuiribh fios thugainn aig [tabhartas@gaidhlig.scot](mailto:tabhartas@gaidhlig.scot) agus nì sinn ar dicheall bhur cuideachadh.

If you have any queries about any of the questions, or require further support with completing the application form, please feel free to get in touch with us at [tabhartas@gaidhlig.scot](mailto:tabhartas@gaidhlig.scot) and we will do our best to assist you.

#### Fiosrachadh mun Bhuidheann

#### Organisation information

##### Buidheann

##### Organisation

An seo faodaidh sibh taghadh cò a' bhuidheann dha bheil an t-iarrtas agaibh, agus is e seo a' bhuidheann dham bi sibh ceangailte ann am Fluxx.

Here you can choose the organisation you are applying on behalf of, which will be the organisation that you are associated with on Fluxx.

Ma tha an t-iarrtas agaibh às leth roinn taobh a-staigh buidhne, faodaidh sibh sin a thaghadh an seo.

If your application is on behalf of a department of an organisation, you may select this here.

## Luchd-fios

Tha sinn airson fios fhaighinn cò na daoine ris am bu chòir dhuinn conaltradh a chumail mun iarrtas agus bruidhinn ris tron bhliadhna ma tha an iarrtas agaibh soirbheachail.

Bu chòir dhuibh co-dhiù aon neach ainmeachadh mar phrìomh neach-conaltraidh, ach bhiodh e feumail daoine eile a chur ris, leithid:

- Prìomh neach-dearbhadh: Neach a bhios a' soighneadh aonta taic-airgid às leth na buidhne ma tha sibh soirbheachail leis an iarrtas (feumaidh iad a bhith air a' chomataidh agaibh)
- Neach-conaltraidh ionmhais: Neach a bhios a' faighinn fios nuair a thèid pàigheadh a dhèanamh (m.e. ionmhasair na buidhne, no oifigear ionmhais)

Ma tha na daoine seo air an clàradh ann am Fluxx, faodaidh sibh an taghadh bhon chlàr theàrnach, ach mura h-eil iad air clàradh ann am Fluxx faodaidh sibh an t-ainm aca a chur sa chlàr gu h-ìosal.

Iarraidh sinn oirbh an seo fiosrachadh a chur a-steach an seo a thaobh buill a' chomataidh agaibh, leis gur dòcha gum bi feum againn fios a chur dhan chomataidh slàn ma tha duilgheadasan ann leis a' bhuidheann agaibh no leis an aonta tron bhliadhna. Faodadh gum bi sinn ann an conaltradh airson tuilleadh fiosrachaidh a thaobh am fiosrachadh conaltraidh aca tron phròiseas iarrtais.

## Contacts

We need to know who the best contacts are to discuss your application with and to communicate with through the year if your application is successful.

You should name at least one person here as a primary contact, but other contacts are useful and can be added, such as:

- Primary signatory: The person who will sign the funding agreement on behalf of the organisation if the application is successful (must be a committee member)
- Finance contact: A person to receive updates when payments are made (e.g. treasurer, finance officer)

If the contacts have been registered in Fluxx, you should be able to choose them from the drop-down menu, but if not you can list them in the table below.

We will also ask you to enter details here of your committee members, as we may need to contact the whole committee if there are any issues regarding the group or your agreement through the year. We may be in touch to request further information relating to their contact details through the application process.

## Poileasaidhean is Faidhlichean riatanach

Mar pàirt den obair sgrùdaidh againn air an iarrtas, feumaidh sinn diofar faidhlichean bhuaibh airson dearbhadh gu bheil am buidheann agaibh ag obair mar bu chòir is comasach an aonta taic-airgid stiùireadh gu h-èifeachdach ma tha an iarrtas agaibh soirbheachail.

Tha cuid de na faidhlichean seo riatanach, is cuid air am moladh, ach dèanaibh cinnteach gun cuiridh sibh an lethbhreac as ùire de na faidhlichean seo suas.

Mur eil sibh a' cur na faidhlichean seo suas, faodaidh gun tèid an iarrtas agad a dhiùltadh gun measadh.

Ma tha lethbhreacan de faidhle ann am Fluxx mar tha, dèan cinnteach gun e seo an lethbhreac as ùire, air no faodaidh tu ùrachadh a dhèanamh air le bhith taghadh "Add new version of document" ri a thaobh.

## Required policies and documents

As part of our due diligence on your application, we need several different documents from you to ensure that your organisation is operating correctly and can manage the grant agreement effectively if your application is successful.

Some of these documents are required and some are recommended, but please ensure that you upload the most recent version of any of these documents.

If you do not upload required documents, your application may be declined without assessment.

If there are versions of the document already uploaded in Fluxx, make sure these are up-to-date, and if not you can update them by choosing the "Add new version of document" icon that appears next to it.

## Iomradh air a' bhuidheann

### Ainm na buidhne tràth-bhliadhnaichean

Is e seo an ainm a tha sibh cleachdadh airson am buidheann tràth-bhliadhnaichean agaibh, gu sònraichte ann a bhith sanasachd na seiseanan gu pàrantan.

## Summary of the group

### Name of the early years group

This is the name you use for your early years group, particularly in advertising the sessions for parents.

Ma dh' fhaoidte gum bi seo eadar-dhealaichte bhon ainm aig a' chomataidh, companaidh no charthannais agaibh, ach cuiribh sìos an ainm as iomchaidh an seo.

This may be different to your committee, company or charity's name, but enter what is most appropriate.

### Iomradh air amasan na buidhne

### Summary of the group's aims

Tha sinn a' coimhead airson geàrr-chunntas goirid air na tha am buidheann agaibh ag amas air, dè an seòrsa seiseanan tràth-bhliadhnaichean Gàidhlig a tha sibh a' ruith is na tha sibh ag amas a choileanadh ann an 2024/25. Cuiribh sìos fiosrachadh sam bith iomchaidh air na tha an lùib na seiseanan.

We are looking for a quick summary of what your group aims to do, what type of Gaelic early years sessions you run and what you hope to deliver in 2024/25. Please feel free to include any information about what's included in the sessions that you feel relevant.

### Càite am bi a' bhuidheann agaibh a' coinneachadh mar as àbhaist?

### Where does your group normally meet?

Tha sinn airson fios fhaighinn air far a bheil na seiseanan tràth-bhliadhnaichean tachairt, bitheamh cho mionaideach sa ghabhas is cleachdaibh an seòladh aig an ionad/ionadan ma tha fios agaibh orra.

We want to know the venue for the early years sessions, please be as specific as possible and include the address of the venue/venues if you know them.

Ma tha càil ann air am bu chòir dhuinn fios fhaighinn (m.e. gum faod iad atharrachadh rè na bhliadhna) leigibh fios thugainn an seo.

If there is anything we should know about the venues (e.g. that they may change over the year) please let us know here.

### Cia mhead seiseanan a tha sibh a' lìbhrigeadh gach seachdain / gach bliadhna?

### How many sessions do you deliver each week / year?

Tha sinn airson fios fhaighinn cia mhead seiseanan a bhios sibh lìbhrigeadh ann an seachdain àbhaisteach (tron teirm-sgoile) agus cuideachd air fad tron bhliadhna (bho 1 Lùnastal gu 30 Ògmhios).

We want to know how many sessions you will deliver in a typical week (through term-time) and also in total through the year (from 1 August to 30 June).

Tha fhios gum faodadh seo a bhith na tuairmse ach tha seo feumail dhuinn a thaobh fios fhaighinn air buidseat agaibh.

This may be an estimate, but is helpful to us when considering your budget.

### Cuin a tha sibh coinneachadh tron seachdain?

### When are sessions held through the week?

Mar thoradh air an ceist gu h-àrd, ma tha là no àm sònraichte san t-seachdain a bhios na seiseanan ann, cuiribh sin sìos an seo.

Following on from the question above, if there is a specific day of the week and time at which sessions will run, please provide this information here.

### Àireamhan frithealaidh/clàraichte/glusad gu FtMG

### Numbers attending/registered/moving to GME

Tha sinn airson fios fhaighinn air an àireamh clann a tha sibh an dùil a bhios a' frithealadh nan seiseanan agaibh is an àireamh clann a tha clàraichte agaibh gus beachd fhaighinn air meud na buidhne agaibh is cia mhead a bhios a' faighinn buannachd bhon taic-airgid againn.

We want to know the number of children you expect to attend your sessions and the number of children you have registered to get an idea of the size of your group and how many will benefit from the funding we offer.

Tha sinn cuideachd airson fios fhaighinn air cia mhead clann a tha air glusad bhon bhuidheann a-steach gu FtMG gus tomhais soirbheachas na buidhne agaibh ann a bhith brosnachadh FtMG.

We also want an idea of how many children have moved from your group into GME to measure the success of the group in promoting GME.

Thèid coimeas a dhèanamh eadar na freagairtean seo ri bliadhnaichean seo chaidh mar as trice gus adhartais a shealltainn air mar a tha sibh air fàs a thoirt air am buidheann agaibh agus FtMG.

These answers will be compared with previous years typically to show progress you have made in growing your group and growing GME.

## Prìomhachasan na sgeama

Seo far an urrainn dhuibh barrachd innse dhuinn mun bhuidheann agaibh agus mar a tha e a' freagairt ris na tha sinn a' sireadh bho na buidhnean tràth-bhliadhnaichean a tha sinn maoineachadh. Faodaidh sibh gach fear de na h-amasan maoinne a fhreagairt fear mu seach no freagairt a thoirt dhaibh uile còmhla, a rèir dè as fheàrr leibh. Bu chòir gum bi am buidheann agaibh a' coileanadh a' mhòr chuid de na h-amasan, ach ann an cuid de shuidheachaidhean tha e nas fheàrr aon amas a choileanadh gu h-iomlan seach beagan anns gach amas,

Faodaidh freagaritean an seo a bhith suas ri 500 facal, ach faodaidh sibh mìneachadh mar a choileanas sibh amasan na maoinne tro phuingeann peileir no le bhith a' ceangal sgrìobhainn taice eile ma tha sin nas fhasa.

## Priorities of the fund

This is where you can tell us more about your group's work and how it fits with what we are looking for from the early years groups we fund. You can answer each of the fund aims one-by-one or answer them all together, depending on what you prefer. Your group should aim to fulfil most of the aims of the fund, but in some instances it is better to fulfil one aim very well rather than a bit from each aim.

Answers here can be up to 500 words, but if it's easier to outline how you meet the aims of the fund through bullet points or by linking to another supporting document please feel free to do so.

## A' libhrigeadh is sgrùdadh a' bhuidheann

Cia mhead stiùirichean-cluiche a bhios air fhadhadh / fhadhadh le Ghàidhlig?

Innsibh dhuinn cia mhead stiùirichean-cluiche gu h-iomlan a bhios ruith na seiseanan agaibh agus cia mhead dhiubh a tha fileanta sa Ghàidhlig.

Tha sinn an dùil gum bi a h-uile seisean air a ruith tro mheadhan na Gàidhlig cho fad 's a ghabhas, mar sin feumaidh co-dhiù 1 stiùiriche-cluiche fileanta a bhith an sàs sa bhuidheann.

## Delivering and monitoring the group

How many playleaders do you employ / employ in Gaelic?

Please let us know how many playleaders in total will be involved in the running of the sessions, and then the number of them that are fluent in Gaelic.

We expect all sessions to be run entirely through the medium of Gaelic as far as possible, so there must be a minimum of 1 fluent playleader involved with the group.

## Fiosrachadh air na stiùirichean-cluiche

Tha sinn ag iarraidh beachd air an t-eòlas a th' aig na stiùirichean-cluiche air libhrigeadh seiseanan tràth-bhliadhnaichean is seiseanan sa Ghàidhlig aig a sin, mar sin cuiribh fios iomchaidh air na stiùirichean-cluiche an seo.

## Info about playleaders

We want an idea of the experience that the playleaders have of delivering not only early years sessions, but also of delivering the sessions in Gaelic, so please include anything relevant about the playleaders here.

De an uimhir de na seiseanan a tha air a libhrigeadh tro mheadhan na Gàidhlig?

Tha sinn an dùil gum bi a h-uile seisean air a ruith tro mheadhan na Gàidhlig cho fad 's a ghabhas, is an ceist seo a' tomhais comas am buidheann agaibh seo a choileanadh.

What proportion of your sessions are delivered through the medium of Gaelic?

We expect all sessions to be run through the medium of Gaelic to the fullest possible extent, so this question is to gauge your group's ability to do this.

## Uairean is tuarastal stiùirichean-cluiche

Tha sinn airson gu bheil fios againn cia mhead uairean a thèid a bhios gach stiùiriche-cluiche air a phàigheadh is dè an tuarastal a thèid a phàigheadh thuca airson na h-obrach.

## Playleader hours and wages

We want to know how many hours each playleader will be employed for and how much they will be paid for their work.

Cuimhnichibh gu bheil sinn an dùil gum bi stiùirichean-cluiche air a phàigheadh aig ìre [Tuarastal Bith-beò fìor de £12 gach uair](#) aig a char as lugha is gum bi taic-airgid againne air a chleachdadh airson stiùirichean-cluiche le Ghàidhlig a-mhàin.

Remember that we require all playleaders to receive a [minimum of the real Living Wage of £12 per hour](#) and that our support should only be used towards Gaelic-speaking playleaders.

## Mar a chruinnicheas sibh fios air ais

Tha e cudromach dhuinn gum bi sibh a' tional fios air ais bho pàrantan is clann gus am bi fios againn gu bheil na buidhnean a tha sinn a' maoinachadh a' coileanadh ar n-amasan agus airson barrachd fhaighinn a-mach mu na rudan a bu chòir dhuinn a mhaoinachadh san àm ri teachd. An seo bu mhath leinn gun innseadh sibh dhuinn ciamar a nì sibh conaltradh le phàrantan is clann (tro shuirbhidhean, buidhnean fòcais no foirmean fios-air-ais mar eisimpleir) agus mar a gheibh sibh am fiosrachadh sin thugainn. Bu chòir seo bhur cuideachadh le bhith ullachadh airson an àm ri teachd.

## How you will gather feedback

It's important to us that you gather feedback from parents and children so that we know that the groups we fund are achieving our aims and to know more about what things we should fund in future. Here we'd like you to let us know how you will engage with parents and children (through surveys, focus groups or feedback forms for example) and get that information for us. This should also help you plan for future work.

## Ionmhais

## Finance

### Cosgaisean iomlan na buidhne airson na bliadhna

### Total costs for the year

Dè cosgais iomlan a' bhuidheann agaibh airson na bliadhna-sgoile, a' toirt a-steach cosgaisean agus taic neo-airgeadach uile. Bheir seo beachd dhuinn air meud a' bhuidheann agaibh.

What will be the overall cost of your group's work in the school year, including all costs and in-kind support. This gives us a sense of the scale of your group.

### Iarrtas maoinachaidh

### Funding request

Is e seo an t-suim a tha sibh ag iarraidh bho Bhòrd na Gàidhlig agus na chleachdas sinn gus an tagradh agaibh a mheasadh. Cuimhnichibh nach urrainn dhuinn dhuibh ach suas ri £4,000 sireadh (no suas ri £15,000 ma tha thu libhrigeadh còrr is 1 seisean gach seachdain), agus gu bheil sinn an dùil gum bi teachd-a-steach agaibh bho cìsean no tiodhlacan.

This is the sum that you are requesting from Bòrd na Gàidhlig and what we will use to assess your application. Remember that we can only fund up to £4,000 (or up to £15,000 if you deliver more than 1 session per week), and we expect you to have income from fees or donations.

Mar as trice, mar as ìsle an àireamh sa cheud de na cosgaisean iomlan a dh'iarras sibh is ann as fheàrr a bhios an iarrtas agaibh sgòradh a thaobh luach an airgid.

Typically, the lower the percentage of total costs that you request from us the better your application will score in terms of value for money.

### Teachd-a-steach/cosgaisean

### Income/expenditure

An seo tha sinn airson barrachd fhaighinn a-mach mu na diofar rudan air a bheil dùil agaibh airgead a chosg, agus cò às a thig maoinachadh. Tuigidh sinn gum faod sin atharrachadh thar ùine, ach mas urrainn dhuibh a bhith cho sònraichte 's a ghabhas cuidichidh sin sinn le bhith a' measadh an tagraidh.

Here we want to know more about the different items you are expecting to spend money on, and where funding will come from. We understand that these can change over time, but if you can be as specific as you can that will assist us in assessing the application.

Tha taic neo-airgeadach ceadaichte, agus ma tha rudeigin ann a tha air a thoirt seachad mar thabhartas neo-airgeadach (leithid ùine shaor-thoileach) bu chòir luach airgid seo a chur anns na colbhan teachd-a-steach agus caiteachais gus am bi iad a' maidseadh.

In-kind support is allowed, and if there is something that is being contributed as in-kind (such as volunteer time) we'd ask you to include the monetary value of this in both the income and expenditure columns so that they match up.

Tha e cudromach gum bi an caiteachas agus an teachd-a-steach iomlan a tha san amharc ionann, leis nach urrainn dhuinn barrachd maoinachaidh a thoirt seachad na thèid iarraidh agus ma tha buidheann a' coimhead mar nach biodh teachd-a-steach gu leòr aige chan urrainn dhuinn taic a thoirt dha nas motha.

It's important that the planned total expenditure and planned total income are the same, as we can't provide more funding than is required and if a group looks as though it will not have enough income we can't support it either.

Ma tha e nas fhasa dhuibh cruth eadar-dhealaichte a chleachdadh (leithid cliath-dhuilleag Excel) faodaidh sibh sin a chleachdadh an àite a' chlàir an seo.

If it's easier for you to use a different format (such as an Excel spreadsheet) you can use this instead of the table here.

### Notaichean air a' bhuidseat

### Notes on the budget

Ma tha dad ann a bu mhath leibh innse dhuinn no mìneachadh a bharrachd mun bhuidseat nach deigheadh sa chlàr leigibh fios dhuinn an seo.

If there's anything you would like to let us know or explain further about the budget that couldn't fit on the table please let us know here.

### Corporate Parenting

### Pàrantachd Corporra

Mar bhuidheann phoblach tha e mar dhleastanas oirnn cothroman do dhaoine òga a tha, no a bha, fo chùram a bhrosnachadh agus dèanamh cinnteach gu bheil buidhnean fosgailte do dhaoine de gach cùl-raon.

As a public body we have a duty to promote opportunities for young people who are, or have been, in care and to ensure groups are open to people of all backgrounds.

Anns a' cheist seo tha sinn airson gun smaoinich sibh air mar a bheireadh bhur buidheann buaidh air na raointean sin agus dè as urrainn dhuibh a dhèanamh gus cuideachadh.

In this question we want you to consider how your group would impact on these areas and what you can do to help.

Gheibh sibh tuilleadh a-mach mu na dleastanasan againn gus taic a thoirt do chlàr a tha, no a bha, fo chùram air làrach-lìn [Pàrant Corporra](#).

You can find out more about our duties to support children who are, or have been, in care on the [Corporate Parenting website](#).

### Obair Chothromach

### Fair Work First

Thèid iarraidh oirbh a dhearbhadh gum bi sibh a' leantainn poileasaidh Obair Chothromach aig Riaghaltas na h-Alba tron bhliadhna, le bhith pàigheadh an Tuarastal Bith-beò fìor agus, ma tha sibh a' fastadh luchd-obrach gu foirmeil, le bhith toirt seachad guth luchd-obrach èifeachdach.

We will ask you here to confirm that you will comply with the Scottish Government's Fair Work First policy throughout the year, by paying the real Living Wage and, if you employ staff formally, by providing them with an effective worker voice.

Tha tuilleadh fiosrachaidh air mar a bhios sinn làimhseachadh seo is na tha dùil againn bhuaibh ri fhaighinn [air an làrach-lìn againn an seo](#).

Further information on how we will handle this and what we expect from you is available [on our website here](#).

### Barrachd fiosrachaidh

### Further information

Ma tha dad sam bith eile a bu mhath leibh innse dhuinn mun bhuidheann agaibh no a bu mhath leibh soilleireachadh san tagradh, faodaidh sibh am bogsa seo a chleachdadh. Chan fheum sibh seo a dhèanamh, agus faodaidh uiread de dh'fhiosrachadh a bhith ann 's a ghabhas. Cuimhnichibh, ma tha sibh airson sgrìobhainnean taice eile a chur ris an tagradh, faodaidh sibh iad sin a chur suas san earrann sgrìobhainnean aig deireadh am foirm.

If there's anything else you would like to tell us about your group or to clarify in the application you can use this box. You don't need to complete this, and can include as much info as possible. Remember that if you want to include other supporting documents that these can be uploaded in the documents section at the end.

### Dearbhadh

### Confirmation

Tha an earrann seo ann airson dearbhadh gu bheil sibh air riaghailtean na sgeama a' leantainn is gu bheil sibh riaraichte leis mar a thèid am fiosrachadh agad a chleachdadh.

This section is to ask you to confirm that you have complied with the rules of the scheme and that you are satisfied with how your information will be processed.

Feumaidh sibh gabhail ris a seo no chan urrainn dhuinn an iarrtas agad a mheasadh.

You must confirm this, or we will be unable to assess your application.

**Ma tha ceist sam bith agaibh mu gin de na ceistean, no ma tha feum agaibh air tuilleadh taic le bhith a' lionadh an fhoirm iarrtais, cuiribh fios thugainn aig [tabhartas@gaidhlig.scot](mailto:tabhartas@gaidhlig.scot) agus nì sinn ar dicheall bhur cuideachadh.**

If you have any queries about any of the questions, or require further support with completing the application form, please feel free to get in touch with us at [tabhartas@gaidhlig.scot](mailto:tabhartas@gaidhlig.scot) and we will do our best to assist you.

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