

Ffurflen gais ar gyfer Grant Technoleg a Chyfryngau Digidol Cymraeg Welsh-language Technology and Digital Media Grant Application Form

1: MANYLION YR YMGEISYDD APPLICANT DETAILS

1.1 Teitl y prosiect Project Title	Cymru Digidol I Blant / Digital Wales for Children
1.2 Cyfanswm y grant y gwneir cais i Lywodraeth Cymru amdano Total Welsh Government grant sought	£8,732.01
1.3 Enw'r sefydliad Name of organisation	Clybiau Plant Cymru Kids' Clubs
1.4 Enw'r prif gyswllt a'i rôl yn y sefydliad Name of main contact and role within the organisation	Samuel Samuelson, Director
1.5 Cyfeiriad a chod post Address including postcode	Bridge House, Station Road, Llanishen, Cardiff, CF14 5UW
1.6 Ffôn Tel no	02920 741000
1.7 E-bost E-mail	Info@clybiauplantcymru.org
1.8 Gwefan Website	www.clybiauplantcymru.org
1.9 Math o sefydliad Type of organisation (cyhoeddus, preifat neu trydydd sector) (public, private or third sector)	Third Sector educational children's charity
1.10 Rhif cofrestredig y cwmni neu elusen Company or charity registration number (os yn berthnasol / if relevant)	Company number 4296463 Registered charity number 1093260

2: EICH PROSIECT YOUR PROJECT

2.1 Pa fath o brosiect ydych chi'n gwneud cais am arian i'w ddatblygu?

What type of project are you applying for funding to develop?

Datblygu Ap Develop an App ☐ iOS ☐ Android ☐ WindowsMobile ☐ Arall/Other.....	Datblygu gwefan Develop a website ☐	Datblygu meddalwedd i atgyfnerthu isadeiledd Develop software to reinforce infrastructure ☐	Marchnata/Codi ymwybyddiaeth Marketing/Awareness Raising ☒
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Arall/Other (disgrifiwch/
please describe)

Disgrifiad o'r prosiect Project description

2.2 Rhowch ddisgrifiad byr o'ch prosiect arfaethedig. Nodwch yr hyn y bwriedir cyflawni gyda'r grant, nod ac amcanion y gwaith yn ogystal â'r canlyniadau y dymunwch eu gweld. (Cyfeiriwch at y ddogfen "Asesu eich cais" er mwyn sicrhau eich bod yn cyflwyno digon o wybodaeth i'n galluogi i werthuso eich cais).

Dyma rai enghreifftiau o bethau pwysig i'w nodi:

- pa systemau gweithredu neu blatfformau y bydd eich cynnyrch yn eu defnyddio;
- sut y byddwch chi'n rhannu'r dechnoleg;
- pwy fydd yn berchen ar yr hawlfraint;
- unrhyw drydydd partïon sydd â buddiant yn neu'n berchen ar yr eiddo deallusol, neu rannau ohono;
- manylion trwyddedu;
- a ydy'r cais yn seiliedig ar dyfynbrisau gan gwmnïau allanol?
- hyd oes y cynnyrch, gyda manylion unrhyw gynllun i gynnal y gwasanaeth tu hwnt i gyfnod y grant, os yn berthnasol;
- cost eich cynnyrch i'r cyhoedd, os yn berthnasol.

Please provide a short description of your proposed project. Note what you want to do achieve with the grant, your aims and objectives, as well as the desired outcomes you'd like to see. (Please refer to the document "Assessing your application" to ensure that you provide adequate information to enable us to evaluate your application)

Examples of important information to note:

- which operating systems or platform your product will use;
- how you intend to share the technology;
- who will own the copyright;
- any third parties with an interest in or ownership of the IP, or parts of it;
- licensing details;
- have you based budget on estimates from external suppliers?
- the lifespan of the product, with details of plans to maintain the service beyond the lifespan of the grant, if applicable;
- cost to end-user, if applicable.
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Clybiau Plant Cymru Kids' Clubs is a voluntary managed, educational charity for Out of School Childcare clubs supporting 1622 out of school childcare clubs across Wales catering for 44,924 children aged 3-14 years. We will be working in a consortium with **Esempiad Sensitifwydd Busnes (2)**.

Aim Clybiau Plant Cymru Kids' Clubs (CPCCKC) exists to help communities in Wales by promoting, developing and supporting quality, affordable, accessible out of school childcare clubs.

Objects

- a) Promote the care and education of children in Out of School Childcare Clubs and to promote the provision of facilities for the play, recreation and other leisure time occupations of such children in the interest of social welfare with the objects of improving their conditions of life.
- b) Advance the education and training of persons providing such care and educational and recreational facilities.
- c) Conduct research into all aspects of the care, education and recreation of such children and to publish the useful results of such research.

71% of clubs consider themselves as English medium, 16% as Welsh medium and 13% describe themselves as bilingual. There are many IT apps /games etc. in English but we need to encourage our childcare settings to help children use more Welsh esp. using Welsh IT which reinforces and encourages the use of Welsh.

Working with **the project** aims to **raise awareness of Welsh Language Technology** that is already developed and to encourage all 287 Member Day nurseries and 929 Out of school childcare settings across Wales to make use of it. The project will start in April 2015 and be completed by December 2015.

We will gather baseline data from a bilingual on line survey from all day nurseries and Out of school childcare clubs across Wales at the beginning of the project and again at the end. We will expect a 20% response rate.

Part time staff will **research Welsh Language technology** that is available and the project will make childcare settings aware of what is available that would be suitable for the children of various ages. We will work with the 30 childcare settings each month encouraging the settings to use the available Welsh language technology. In the next month we will continue to encourage the use of available resources (such as BBC, Learn –welsh, ic language digital dialects, Hwb) and continue to grow a list of available resources so by the end of the project all 30 settings will have **piloted 15 different Welsh language apps/games**. The settings will pilot the materials and give the pros and cons of each resource, the suitable age range, whether they would recommend them and most importantly which they **would use again**.

The time period covered from June to October will include a long summer holiday and a half term when holiday clubs can be involved which together with the 'normal' day nurseries and afterschool childcare clubs give a good range of opportunities for children to use the Welsh technology while they 'learn through play'.

At the end of the project we will have a raised awareness of Welsh IT technology to encourage the use of the Welsh language in Day nurseries and out of school settings. We will continue to encourage the use of Welsh digital resources, after the project is finished.

The final **report will be a kind of "Which" guide** to Welsh language technology (games/apps/resources), through the eyes of children and childcare workers looking at how useful they appear to be, the hardware required, and whether they gave confidence in using Welsh in childcare settings.

Tua 500 o eiriau / Around 500 words

2.3 Dyddiad yr allbwn cyntaf a'r olaf: (disgwylir i'r prosiect gael ei gwblhau ym mlwyddyn ariannol 2015-16 – nodwch yma os na fydd hyn yn bosibl a pham. Byddai prosiectau sy'n para tua 6 mis yn ddelfrydol).

Date of 1st and last output: (we expect the project to be completed in the 2015-16 financial

year – please note here if this is not possible and why. Projects of around 6 months would be ideal).

Meeting of monthly Strategic group

Via SKYPE/conference call (Cardiff and Ruthun) April- Dec 2015

Allocate research Administrator ([redacted] & CPCKC).....April 2015

Research 3 Welsh apps/games/websites per month May – Oct 2015

Survey 1216 childcare setting to collect baseline data re use of Welsh IT May 2015

Identify 30 settings across Wales, Welsh language, bilingual and English settings May 2015

Survey 30 settings each month starting with 3 apps up to 15 apps June – Oct 2015

Circulate monthly e bulletins re Welsh IT apps.....June – Dec 2015

Evaluate data ongoing June –Nov 2015

Survey 1216 childcare settings to collect awareness levels of Welsh IT End of Oct 2015

Evaluate data and produce final report by end of Dec 2015

Dim mwy na 200 o eiriau / No more than 200 words

2.4 Disgrifiwch y farchnad ar gyfer eich cynnyrch neu wasanaeth, ynghyd â gwybodaeth am y gynulleidfa darged, hygyrchedd y cynnyrch, a phwy fydd yn elwa ar y gwasanaeth/cynnyrch. Os yn bosibl, dylech gynnwys amcangyfrif o faint o bobl a allai/a fydd yn elwa ar y cynnyrch, ee pob cyfreithiwr/aig sy'n siarad neu'n dysgu Cymraeg, sef tua 300 o bobl.

Please describe the market for your product or service, along with information on the target audience, will the products be accessible, who will benefit from the services/products. If possible please include an estimate of how many people may/will benefit from your product e.g. every lawyer who speaks or is learning Welsh which equates to around 300 people

Clybiau Plant Cymru Kids' Clubs (CPCKC) is a charity and a company limited by guarantee. Established in 2001 it exists to help communities in Wales by promoting, developing and supporting quality, affordable, accessible out of school childcare clubs. Out of school childcare clubs offer care for children between **3 – 14 years before school and/or after the school day and full time during school holidays**. There are 1622 clubs across Wales catering for 44,924 children and a **workforce of around 5,000**. As clubs will have several clubs within its number (after school/breakfast club/holiday club) the number of **childcare settings** equates to **929** i.e we support 1,622 clubs across 929 childcare settings.

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The consortium of CPCKC and [redacted] has a target audience of over **1,216 childcare settings**, the possibility of reaching over **63,500 children and 11,000 childcare workers**. We envisage gathering baseline data at the beginning of the project and again the distance travelled in confidence and awareness raising of 20% of the settings.

Through the 30 childcare settings who will pilot the individual apps/games/welsh language resources we expect a **100% return** on the monthly questionnaires re individual resources.

The project has the opportunity of raising the awareness of the Welsh Language IT resources which are available of over **63,500 children** and the 11,000 staff who work with them. If the children carry the knowledge back into the homes then this **total could double!**

First Minister, Carwyn Jones said, amongst other things, regarding, ***The Welsh Language Use Survey 2013-2014***, published 29th January 2015

“It is crucial that people have the opportunity to practice their Welsh and boost confidence levels – be it education, in the workplace or socially. “ This project supports this statement!

2.5 Rhowch grynodeb o waith eich sefydliad. Cyfeiriwch at ddogfennau eraill sy'n cefnogi'ch cais lle bo'n berthnasol (gallwch ddarparu dolenni gwe i'r rhain, os ydych yn dymuno)

Please provide a summary of your organisation's work. Please refer to other documents which support your application where relevant (you can provide a web link to these, if you wish)

Clybiau Plant Cymru Kids' Clubs promotes, develops and supports quality affordable, accessible out of school childcare clubs across the whole of Wales.

Overlying principles are to:

- Support an affordable, accessible, quality out of school childcare club in every community which wants one.
- Meet the needs of all children, including those with special needs, and of all parents/carers including working parents/carers, as far as is possible, and actively seek their views.
- Provide quality support services, information and training for out of school childcare clubs.
- Value the staff and volunteers and deal with them in an open and fair manner.
- Enable people within the organisation to have every opportunity for self-development and training and be a best practice employer.
- Work in partnership with other organisations to help us achieve our mission statement.
- Communicate the benefits of quality out of school childcare to schools, parents (working and otherwise), the Government and the public at large.

The latest **Annual Report** can be found http://bit.ly/cpckc_annual_report which gives an understanding of all our work in the past year.

The overall work of the organisation can be found at www.clybiauplantcymru.org

2.6 Disgrifiwch sut y byddwch yn casglu gwybodaeth er mwyn monitro cynnydd yn erbyn eich canlyniadau a'ch targedau.

Describe how you will collect information in order to monitor progress against your outcomes and targets

An electronic **bilingual survey** will be devised to gather baseline data in May 2015 and end of project data in November 2015 and will be sent to all day nurseries and out of school childcare clubs in Wales. Questions will assess how **useful the clubs** and the children within them found the Welsh digital technology including games/apps/resources and what type of hardware they used, as well as asking staff to rate how confident they are in using the medium of Welsh in their settings. We aim at a 20% return. We will show a raised awareness of Welsh technology and how it has been incorporated into the childcare settings. As this will measure awareness at the beginning and end of the project and the childcare settings will also be given the links for the games/apps resources it will be up to them whether they make use of the links or not. However, it is hoped that some will make use of the information sent to them digitally and therefore will show increased use by the end of project.

An additional **electronic bilingual survey** will be set up to use with the 30 clubs that are going to pilot the 15 Welsh games/apps (3 per month over 5 months). Feedback will be based on pros and cons of each resource, the suitable age range, whether they would recommend the games/apps and which ones they would use again. Data from this survey will be collected on a monthly basis from June until October inclusive. A monthly report will be submitted to Strategic Group meetings and Senior Management Team. The results will be circulated to all the **childcare settings across Wales** at the end of the project so all settings are aware of the results which may help others try the technology themselves. This will form a **kind of 'Which'** guide to Welsh apps/games for children 3 – 12 years.

2.7 Rhowch grynodeb o'r systemau rheoli y byddwch yn eu defnyddio i reoli'r prosiect a'r gyllideb, a sicrhau ei fod yn cyrraedd ei amcanion.

Provide a summary of the management systems you will use to manage the project and the budget, and ensure that it meets its objectives.

We have **established systems** to record and track **project objectives** and **expenditure**.

Monitoring will be recorded and will **track progress**.

- **Financial reports** will be **monthly**.
- We have experience of ensuring expenditure is **eligible and defrayed** depending on grant criteria

Clybiau Plant Cymru Kids' Clubs has the **systems and databases** in place to **monitor progress, monitor finances** and **evaluate** the project using parts of our system established during **ESF and Gateway projects**. The more extensive parts of the system that were required to satisfy the needs of the Kids Clubs Project (ESF) and reporting requirements for **WEFO and WCVA will be used on this project**.

The **Finance Manager** and her team will report the project finances to Welsh Government. A Strategic Group will be set up that will **oversee the management** of the project this will include the **Project Manager** and **Project Manager** and they will meet monthly with the research staff to ensure targets are achieved.

Transactions will be posted to the **Sage accounting system**; departments will isolate costs relating to the project. Project personnel adhere to financial policies and procedures which will be Welsh Government compliant.

Information about the target group and outputs will be reported **monthly** to the Strategic Group, Senior Management Team and quarterly to the Board of Trustees and **to Welsh Government as required**.

2.8 Sut clywsoch chi am y grant?

How did you hear about the grant?

WCVA newsletter

3. ALLBYNNAU A CHANLYNIADAU'R PROSIECT OUTPUTS AS A RESULT OF THE PROJECT

3.1 Sut y bydd y gweithgareddau a nodwyd yn eich cais yn cyfrannu at wireddu amcanion 'Cynllun Gweithredu Technoleg a'r Cyfryngau Digidol Cymraeg'? Dewiswch y thema/themâu sy'n briodol i'r prosiect o'r rhestr isod. *Gweler atodiad 1 o'r ddogfen 'Canllawiau a meini prawf ar gyfer y cynllun grant' am wybodaeth ynghylch targedau CAMPUS.*

How will the activities set out in your application contribute to delivering the [Welsh Language, Technology and Digital Media Action Plan](#) objectives? Select the theme/themes relevant to your project from the list below. *See attachment 1 of the 'Guidance and Criteria for the Grant Scheme' document for information about SMARTobjectives.*

Thema Cynllun Gweithredu Technoleg a Chyfryngau Digidol Cymraeg	Y canlyniadau ieithyddol yr hoffech eu sicrhau	Targedau CAMPUS i wireddu'r canlyniadau hyn.	Pryd y byddant yn cael eu cyflawni
Theme of the Welsh Language Technology and Digital Media Action Plan	The linguistic results you would like to ensure	SMART objectives to realise these results.	When they will be delivered
1. Marchnata a chodi ymwybyddiaeth o'r dechnoleg a'r cynnwys digidol sydd ar gael yn y Gymraeg ar hyn o bryd; Marketing and raising awareness of the technology and digital content which is currently available in Welsh;	An increase in the children & Childcare Workers attending Day nurseries and Out of school childcare clubs using Welsh language technology such as games/apps and resources	1. Gather electronic baseline data, from children and staff attending 1216 childcare settings, on the use of Welsh language technology, games/apps and resources including hardware used, confidence in using Welsh, whether they will continue to use in the future and suitable age ranges. 2. Repeat gathering electronic data, same questions and 1216 childcare settings to gather distance travelled. 3. Gather electronic data from 30 pilot childcare settings covering each county in Wales	20% return rate by May 2015 20% return rate by Nov 2015 100% return

		from Welsh, bilingual and English settings, piloting 3 games/apps/resources per month. Total of 15. Survey to include hardware used, confidence in using Welsh, whether they will continue to use in the future and suitable age ranges and pros and cons. 4. Research and circulate electronically 3 apps/games and resources monthly to 30 settings. 5. Circulate monthly e bulletins re Welsh language technology apps/games and resources to 1216 childcare settings. 6. Evaluate all data; write report for Welsh Government and childcare settings. After the project: Circulate electronically to all 1216 childcare settings guide to Welsh apps/games and resources which will have the chance of reaching over 65,500 children and 11,000 childcare workers.	gathered monthly between June-October 2015 June – October 2015 June to December 2015 End of December January 2016
2. Ysgogi'r prif gwmnïau technoleg i gynyddu'r ddarpariaeth a gynigir yn y Gymraeg ganddynt;			

Motivating the main technology companies to encourage an increase in the Welsh language provision offered by them;			
3. Ysgogi datblygiad pecynnau meddalwedd a gwasanaethau digidol Cymraeg newydd; Encouraging the development of new Welsh language software applications and digital services;			
4. Ysgogi, creu, rhannu a defnyddio cynnwys digidol Cymraeg; Stimulating the creation, sharing and consumption of Welsh language digital content;			
5. Cefnogi arfer da yn y sector cyhoeddus, y sector preifat a'r trydydd sector. Supporting good practice in the public, private and third sectors.			

4. MANYLION AELODAU'R CONSORTIWM (PARTNER 2)

DETAILS OF MEMBERS OF THE CONSORTIUM (PARTNER 2)

Os yw'r cais yn cael ei gyflwyno gan fwy nag un sefydliad, rhwch fanylion y sefydliadau sy'n rhan o'r consortiwm isod. (Copïwch y tabl hwn fel bo angen)

If the application is being presented by more than one organisation, please provide details of the organisations that make up the consortium below. (Copy this table as needed).

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4.9. MANYLION AELODAU'R CONSORTIWM (PARTNER 3)

DETAILS OF MEMBERS OF THE CONSORTIUM (PARTNER 3)

Os yw'r cais yn cael ei gyflwyno gan fwy nag un sefydliad, rhowch fanylion y sefydliadau eraill sy'n rhan o'r consortiwm isod. (Copïwch y tabl hwn fel bo angen)

If the application is being presented by more than one organisation, please provide details of the other organisations that make up the consortium below. (Copy this table as needed).

4.10 Enw'r sefydliad Name of organisation	
4.11 Cyfeiriad a chod post Address including postcode	
4.12 Gwefan Website	
4.13 Enw'r swyddog cyswllt fydd yn cydlynu gwaith y prosiect ar ran y sefydliad ac E-bost Contact name for person coordinating the project work on behalf of the organisation and E-mail	
4.14 Swydd Position	
4.15 Ffôn Tel no	
4.16 E-bost E-mail	
4.17 Profiad perthnasol i'r prosiect Experience relevant to the project	



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5. GWYBODAETH ARIANNOL FINANCIAL INFORMATION

5.1: Gwybodaeth ariannol: costau staff

Cyflogau: nodwch y manylion canlynol ar gyfer unrhyw swyddi y gwneir cais ar eu cyfer. Nodwch gyfanswm y cyflogau ynghyd â chyfanswm cyfraniadau'r cyflogwr ar gyfer yswiriant gwladol a phensiwn.

5.1: Financial information: staff costs

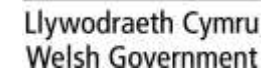
Salaries: please provide the following details for any posts for which this application is being made. State the sum total of salaries together with employer contributions for National Insurance and pension.

Swydd Post	Costau cyflog llawn (gan gynnwys pensiwn ac yswiriant gwladol) Total Salary Cost (including pension and national insurance) £	Cyfraniad grant y gwneir cais i Lywodraeth Cymru amdano Contribution of Welsh Government grant sought £	Grant Llywodraeth Cymru fel % The Welsh Government's grant as a %
Research Administrator	2547.70	2547.70	100%
Admin Manager (Surveys & Senior Management Team)	709.72	709.72	100%
Childcare Business Development Officer (identify/support clubs)	268.50	268.50	100%
Director (Senior Management Team)	327.00	327.00	100%
Finance Assistant	126.36	126.36	100%
Finance Manager (Senior Management Team)	252.80	252.80	100%
Project Manager (CPCKC)	328.50	328.50	100%
Translator	198.69	198.69	100%
Project Manager	1423.88	1423.88	100%
Welsh Language Support Worker (identify/support Day Nurseries)	1677.78	1677.78	100%
Cyfanswm costau swyddi/Total cost of posts	7860.93	£7860.93	100%



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5.2: Costau eraill 5.2: Other costs	Disgrifiad o'r gost Description of cost	Cost llawn Full costs	Grant Llywodraeth Cymru Welsh Government grant	Grant Llywodraeth Cymru fel % Government's grant as a %
1. Costau swyddfa (ee rhent, trydan). Os yw eich costau swyddfa yn fwy na 10% o gyfanswm y cyflogau bydd angen i chi restru'r holl gostau rhedeg. <i>Office Costs (e.g. rent, electricity). If your office costs are more than 10% of the salary totals you will need to list all of your running costs.</i>	Office costs	706.33	706.33	100%
		£0.00	£0.00	0.00%
		£0.00	£0.00	0.00%
		£0.00	£0.00	0.00%
		£0.00	£0.00	0.00%
		£0.00	£0.00	0.00%
		£0.00	£0.00	0.00%
		£0.00	£0.00	0.00%
2. Costau gweithgareddau <i>Cost of activities</i>		£0.00	£0.00	0.00%
Printing and stationery		100	100	100%
Media Design		64.75	64.75	100%
		£0.00	£0.00	0.00
		£0.00	£0.00	0.00%
		£0.00	£0.00	0.00%
		£0.00	£0.00	0.00%
		£0.00	£0.00	0.00%
Cyfanswm costau Total costs		£h1.00	£871.08	0.00%

[illegible]

5.5: Taliadau o flaen llaw

Polisi Llywodraeth Cymru yw talu trwy ôl-daliadau. Fodd bynnag, mae'n cydnabod nad yw rhai sefydliadau yn cadw llawer o arian wrth gefn ac nad oes ganddynt yr adnoddau i ymgymryd â gwaith gan dderbyn tâl wedi iddo gael ei gwblhau. Gallwn ystyried darparu cyllid ar gyfer gwariant ymrwymedig cyn talu os darperir tystiolaeth glir o'r angen amdano. Os oes angen taliad o flaen llaw arnoch, llenwch Atodiad 1.

5.5: Payment in advance

The Welsh Government's policy is to make payments in arrears. However, it recognises that some organisations do not hold large reserves and do not have the resources to undertake work and receive payment afterwards. Provision of funding for committed expenditure may be considered in advance of payment but only where evidence of need is clearly established. If payment in advance is required then please fill Annex 1

Bydd angen taliad o flaen llaw - rydym wedi cwblhau Atodiad 1/ Does dim angen taliad o flaen llaw

Payment in advance needed – **we have completed Appendix 1**

5.6 Sut hoffech dderbyn y grant? Cyfres o randaliadau yn seiliedig ar wariant neu ar ddiwedd y project?

5.6 How would you like to receive the grant? A series of instalments based on expenditure or on completion of the project?

Payment in advance

5.7 Faint o gymorth cyhoeddus ydych wedi'i dderbyn o dan y Rheoliad De Minimis yn ystod y flwyddyn ariannol gyfredol a'r ddwy flynedd flaenorol? (Os ydych wedi derbyn dros €200,000 mewn arian de minimis yn ystod y tair blynedd flaenorol, nid ydych yn gymwys i dderbyn grant gan Lywodraeth Cymru o dan y cynllun hwn).

How much public support have you received under the de minimis Regulation in the current and previous two fiscal years? (Please note that if you have received over €200,000 in de minimis funding during the last three fiscal years, you are not eligible to receive grant funding from the Welsh Government under this scheme).

Dyddiad Date		Ffynhonnell Source		Swm £ Amount £	
		CYFANSWM			



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5.8 Cadarnhewch fod eich sefyllfa ariannol yn galluogi'ch sefydliad i barhau yn ystod 2015-16 <i>Please confirm that your financial situation will allow your organisation to operate as a going concern during 2015-16</i>	Ydy/Yes ☒
5.9 Cadarnhewch nad oes unrhyw un o swyddogion neu aelodau eich sefydliad yn cael ei amau, neu wedi'i gael yn euog, o dwyll neu unrhyw drosedd berthnasol arall. Mae'n rhaid i chi hysbysu Llywodraeth Cymru ar unwaith os na fedrwch wneud hyn. Cliciwch y blwch ar y dde. <i>Please confirm that no official or member of your organisation is being suspected, or has been found guilty of, fraud or any other relevant offence. You must inform the Welsh Government immediately if you are unable to do this. Please click the box on the right</i>	Neb o dan amheuaeth neu wedi'i gael yn euog/Nobody under suspicion or been found guilty ☒



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RHESTR WIRIO CHECKLIST

1. A ydych wedi sicrhau eich bod yn gymwys i ymgeisio am y grant? *Have you checked that you are eligible to apply for this grant?* ☒
2. A ydych wedi cwblhau pob adran berthnasol yn cynnwys pob sefydliad sy'n rhan o'r cais? *Have you completed all relevant sections, including all organisations that are part of the application?* ☒
3. A ydych wedi cynnwys eich cyfrifon archwiledig diweddaraf, neu ddolen gwe iddynt? (Sector preifat a trydydd sector yn unig) *Have you included your most recent audited accounts or a link to their location?* http://bit.ly/cpckc_annual_report
4. A ydych wedi cwblhau'r datganiad De Minimis yn 5.7 uchod? *Have you completed the De Minimis statement at 5.7 above?* ☒
5. A ydych wedi cynnwys eich cyfansoddiad, neu ddolen gwe iddo? (Sector preifat a trydydd sector yn unig) *Have you included your constitution or a link to its location? (Private and third sector only)* <http://bit.ly/CPC-Mem-and-Arts>

Rwy'n cadarnhau bod yr holl wybodaeth a roddir yn y ffurflen hon, ac mewn unrhyw ddeunydd ategol, yn gywir hyd eithaf fy ngwybodaeth. Drwy e-bostio'r ffurflen hon at Lywodraeth Cymru, cydnabyddaf fod gennyf awdurdod llawn fy sefydliad i ymgeisio am grant gan Lywodraeth Cymru.

I confirm that all of the information given in this form and any supporting material is correct to the best of my knowledge. By e-mailing this form to the Welsh Government, I acknowledge that I have the full authority of my organisation to apply for a grant from the Welsh Government.

Enw a llofnod swyddog cyswllt yn y sefydliad:

Name and signature of contact person within the organisation:

Enw/Name: O Senedd Cymdeithasol Busnes Cymru

Llofnod/Signature: _____

Rôl o fewn y sefydliad : Director

Role within the organisation:

Dyddiad / Date: 30th January 2015

Cyfarwyddiadau

- Gofynnir i chi lenwi'r ffurflen gais yn electronig, a chynnwys dolenni i'r dogfennau a restrir yn y paragraff isod os oes copiâu electronig ohonynt ar gael. Dylech e-bostio'r ffurflen gais i techcy@cymru.gsi.gov.uk erbyn canol dydd, 30 Ionawr 2015. Dylech wedyn hefyd anfon copi caled o'ch cais, wedi'i lofnodi, dim hwyrach na 13 Chwefror 2015. Anfonwch eich cais at yr Uned Iaith Gymraeg, 3ydd Llawr, Parc Cathays 2, Caerdydd, CF10 3NQ.
- Ni chaiff ceisiadau hwyr eu hystyried.
- Caiff pob cais ei dderbyn a'i asesu ar sail yr wybodaeth a ddarperir gennych. Ein bwriad yw hysbysu ymgeiswyr o ganlyniad eu cais cyn diwedd Mawrth 2015.
- Os bydd eich cais yn llwyddiannus, byddwn yn cadarnhau eich canlyniadau a'ch targedau yn y llythyr cynnig grant.

Instructions

- You should e-mail the form to us at techcy@wales.gsi.gov.uk by 12.00 midday, 30 January 2015. You should also send a signed hard copy of your application to us no later than 13 February 2015. Please send completed application forms to: The Welsh Language Unit, 3rd Floor, Cathays Park 2, Cardiff, CF10 3NQ.
- Late applications will not be accepted.
- Each application will be accepted and assessed on the basis of the information provided by you. We will aim to inform applicants of the result of their application during March 2015.
- Should your application be successful, your outcomes and targets will be confirmed in your grant offer letter.