

Activity		Budget
A Development		
GL Programme Manager – January 2020 – August 2020	£	660.00
GL Senior Project Officer – commence March 2020 – August 2020	£	4,387.50
GL Comms Officer – commence March 2020 – August 2020	£	900.00
GL Community Gardener 1	£	945.00
OPL Project Management		In kind
Revenue total	£	6,892.50
Capital		
Travel	£	40.00
Capital Total	£	40.00
Subtotal for A	£	6,932.50
B Continue Maintenance of Garden Whilst in Storage at Park HQ		
GL Programme Manager –Jan 2020 - March 2020		In kind
GL Senior Project Officer – commence March 2020 – July 2020	£	877.50
GL Community Gardener 1 – June - Move (Sept) 2020	£	1,732.50
OPL Project Management		In kind
IDVERDE Watering (April-November)	£	1,944.00
Revenue Total	£	4,554.00
Capital		
Travel	£	75.00
Garden upkeep and plants	£	400.00
Capital Total	£	475.00
Subtotal for B	£	5,029.00
C Move to New Site (lower level), Set up & Maintenance		
IDVERDE Box Repair - labour	£	2,147.18
GL Senior Project Officer	£	3,071.25
GL Community Gardener 1 –Jan 2020 – July 2020	£	1,811.25
GL Community Gardener 1 –Jan 2020 – July 2020	£	1,811.25
OPL Project Management		In kind
Revenue total	£	8,840.93
Capital		
Polytunnel skin and additional materials needed for move and reconstruction at the new site, garden upkeep	£	1,110.00
Signage	£	600.00
Garden plants for set up	£	1,000.00
Light Sensors & Security/Padlocks	£	400.00
IDVERDE - Irrigation system installation	£	678.00
IDVERDE - Box repair - JCB To lift and move planters	£	300.00
IDVERDE - Box repair - Wood for the repairs to boxes	£	1,487.72
IDVERDE - Box repair - Ply wood for base	£	168.73
IDVERDE - Box repair - Wood Screws x 400 Number	£	41.52
IDVERDE - New gate	£	596.00
Contingency	£	1,000.00
Travel	£	50.00
Site Management Costs		
Carve out fee		RL Confirm with Make5
Damage Deposit	£	5,000.00
Fixed Estate Charge		to confirm
Insurance Rent		RL Confirm with Make5
Capital Total	£	12,431.98
Subtotal for C	£	21,272.91
D1 Launch		
GL Senior Project Officer	£	2,047.50
GL Comms Officer	£	1,440.00
GL Community Gardener 1	£	630.00
Revenue total	£	4,117.50
Capital		
Launch Materials	£	1,200.00
Flyers	£	400.00
Travel and volunteer refreshments	£	80.00
Not included: power/water/ waste removal /premises maintenance	£	100.00
Capital Total	£	1,780.00
Subtotal D1	£	5,897.50
D2 Engagement 4 Stalls/Tasters & Launch		
GL Senior Project Officer	£	1,316.25
GL Comms Officer	£	720.00
GL Community Gardener 1	£	236.25
GL Community Gardener 2	£	866.25

Revenue total	£	3,138.75
Capital		
Engagement Materials x4	£	280.00
Travel	£	60.00
Capital Total	£	340.00
Subtotal D2	£	3,478.75
D3 Winter Programme 2020/2021		
GL Senior Project Officer	£	1,755.00
GL Comms Officer	£	540.00
GL Community Gardener 1	£	2,362.50
GL Community Gardener 2	£	2,362.50
Revenue total	£	7,020.00
Capital		
Session materials	£	500.00
Travel	£	200.00
Capital Total	£	700.00
Subtotal D3	£	7,720.00
Subtotal D Revenue	£	14,276.25
Subtotal D Capital	£	2,820.00
Mobilisation (A-D) Revenue	£	34,563.68
Mobilisation (A-D) Capital	£	15,766.98
E 5 EXAMPLE Programme of Activity from Year 1-3 (3 days delivery a week)		
GL Senior Project Officer	£	6,435.00
GL Comms Officer	£	1,800.00
GL Community Gardener 1	£	14,017.50
GL Community Gardener 2	£	14,017.50
OPL Volunteer Management (1 day a month)	£	3,360.00
OPL Project Management (1 day a month) September - September	£	4,800.00
Annual Maintenance (FM)	£	4,884.68
Revenue total	£	49,314.68
Capital		
£180 per month for garden activities	£	2,160.00
£100 per month for garden upkeep, tools etc	£	1,200.00
Flyers	£	400.00
Travel	£	200.00
Volunteer refreshments	£	2,160.00
Site Management Costs		
Fixed Estate Charge		to confirm
Insurance Rent		RL Confirm with MakeS
Capital Total	£	6,120.00
Subtotal for E 20 to Aug 21 basis 3 days delivery a week	£	55,434.68
E Programme of Activity Year 4-5 - (1 day delivery a week)		
GL Senior Project Officer	£	4,680.00
GL Comms Officer	£	1,800.00
GL Community Gardener 1	£	10,237.50
OPL Volunteer Management (1 day a month)	£	4,800.00
OPL Project Management (1 day a month)	£	3,360.00
Annual Maintenance (FM)	£	4,884.68
Revenue total	£	29,762.18
Capital		
£120 per month for garden activities	£	960.00
£100 per month for garden upkeep, tools etc	£	600.00
Flyers	£	100.00
Travel	£	80.00
Volunteer refreshments	£	720.00
Site Management Costs		
Fixed Estate Charge		to confirm
Insurance Rent		RL Confirm with MakeS
Capital Total	£	2,460.00
Subtotal for E Sept 23 to Aug 24 basis 1 day delivery a week	£	32,222.18
Additional Insurance costs		RL to Confirm
Specialist fundraising support		In kind
Senior management oversight		In kind
Green Waste Removal		In kind
5 year Total (incl Capital)	£	137,987.52

Needs to be thrashed out in development in dialogue with Makeshift

NOTE NO EXIT/DEMOBILISATION COSTS INCLUDED

Summary 3 years total - based on GWL Proposal, incl OPL, idverde and Makeshift/site costs

A Development	
Revenue	£ 6,892.50

Capital	£	40.00
B Continue Maintenance of Garden Whilst in Storage at Park HQ		
Revenue	£	4,554.00
Capital	£	475.00
C Move to New Site (lower level), Set up & Maintenance		
<i>Note this includes planter box repair, new gate cost and irrigation installation costs from idverde that are subject to VAT</i>		
Revenue	£	8,840.93
Capital	£	12,431.98
D1 Launch		
Revenue	£	4,117.50
Capital	£	1,780.00
D2 Engagement 4 Stalls/Tasters & Launch		
Revenue	£	3,138.75
Capital	£	340.00
D3 Winter Programme 2020/2021		
Revenue	£	7,020.00
Capital	£	700.00
E 5 EXAMPLE Programme of Activity from Year 2021/2022 (3 days delivery a week)		
Revenue	£	49,314.68
Capital	£	6,120.00
E EXAMPLE Programme of Activity Year 2022/2023 (1 day delivery a week)		
Revenue	£	29,762.18
Capital	£	2,460.00
Total Revenue	£	113,640.54
Total Capital	£	24,346.98

LLDC Suggested Instalments

Instalment	Milestone	Amount	Notes
First instalment	On signing of the grant agreement	£10,000	Revenue April 2020 to March 2021
First instalment	On signing of the grant agreement	£5,000	Capital April 2020 to March 2021
Second instalment	On signing of the lease	£20,000	Revenue April to March 2021
Second instalment	On signing of the lease	£15,000	Capital April 2020 to March 2021
Third instalment	Agreement of year 2 programme	£40,000	Revenue April '21 to March 2022
Fourth instalment	Agreement of year 3 programme	£30,000	Revenue April '22 to March '23
Final instalment	Agreement of year 4 programme	£15,000	Revenue April '23 to December '23

LLDC Budgets available

Total capital available	£20,000
Total revenue available	£115,000

Instalment	Milestone	Amount	Capital or Revenue	Notes	Covering OPL/GWL Stage
First Instalment	Upon signing of the Grant Agreement (and potentially Lease)	£ 16,000	Capital	Budget year 2020/2021	A-D
		£ 34,500	Revenue		
Second Instalment	April 2021-March 2022	£ 5,000	Capital	Budget year 2021/2022	1 Year of E Programme (3 delivery days a week)
		£ 49,300	Revenue		
Third Instalment	April 2022- March 2023	£ 1,500	Capital	Budget year 2022/2023	1 Year of E Programme (1 day delivery a week)
		£ 29,700	Revenue		

Makes more sense to have £35k Revenue and 15k capital (first and second instalment) - RL to confirm with [REDACTED]

Total Capital	£	22,500	- note £2.5k greater than LLDC advised, and takes us £1k over total budget
Total Revenue	£	113,500	- note £1.5k less than LLDC advised

Idverde/ ENGIE FM Cost budget - site maintenance

a. Cleansing	£ 628.68
b. Pest Control	£ 260.00
c. Waste removal	£ 1,539.00
d. Graffiti Removal	£ 2,097.00
e. General Maintenance and repairs	tbc
f. Water	£ 360.00
g. Green Waste	£ -
TOTAL COST (excl VAT)	£ 4,884.68
idverde costs (excl water and pest control costs)	£ 4,264.68