# ASSISTANCE TO VOLUNTARY ORGANISATIONS ASSESSMENT FORM for Education Development Grants

### 1 Details

Name of Assessing Officer	Martin Turnbull
Have you contacted the organisation to assess this application?	Yes
Have you checked that the organisation has had their accounts correctly audited?	Yes

Applicant:	Bute Youth Project	Scheme:	Education Development
Project Title:	Running Costs	a) Grant requested from     A&B Council	£6,000
Tiuo.		b) Grant awarded last year?	£6,000
		c) Total Cost	£42,000
		d) How much is coming from group resources?	£6,000
		e) How much is coming from other agencies?	£30,000
Reason for grant	Funding is required to assist with staffing, premises and programme costs.	Grant Recommended:	£6,000

## 2 Financial Check – Have you checked the Organisation is:

a)	Fully constituted	Yes	X	No
b)	b) Has submitted a bank statement			No
c)	c) Has submitted audited/signed accounts			No
d)	d) Leisure and Education Development Grants: If over £2000 has			
	this grant been sent to finance?	Yes	X	No
e)	If relevant, has the grant passed the financial check?	Awaiting Comments		
f)	Have you checked that the organisation is within 50% of the			
	costs for Education or Leisure Development grants?	Yes	X	No
g)	Have you checked that the Council is meeting is obligations	Yes	Х	No
	under Best Value in awarding this grant, for example, if the grant			
	is awarded will the work definitely go ahead?			

### 3 General Criteria

## Do you concur with the organisation in their assessment of need? Please supply a very brief summary:

Bute Youth Project is a well established organisation that provides a valuable service to young people on the Island. The grant is needed to maintain the youth work activities offered by Bute Youth Project.

Is the activity non-political?	Yes	Χ	No
Is the project consistent with Council priorities?	Yes	Χ	No
Does the project have open membership?	Yes	Χ	No
Have sponsorship agreements been checked?		N/A	\
How many people overall will benefit from this grant? 200+			+
Is the organisation well established?	Yes	X	No
Have you identified any training needs for the organisations	Yes	X	No
committee or volunteers?			
Does the organisation have volunteer training in place?  Yes X			No
Have you confidence in their ability to deliver a service?	Yes	X	No

### 4 Policy and Procedures

If the organisation works with a child/children under 18 or a vulnerable adult/s do they meet the following criteria?

a)Clear recruitment policies	Yes	Χ	No
b)Ongoing training and support for volunteers	Yes	Χ	No
c)A code of conduct for staff and volunteers	Yes	Χ	No
d)A Code of Good Practice	Yes	Χ	No
e)An Equal Opportunities Policy	Yes	Х	No
f)A Policy for Managing Confidential Information	Yes	Χ	No
g)Grievance Procedure for staff and volunteers	Yes	Х	No
h)A Disciplinary Procedure for staff and volunteers	Yes	Х	No

#### Please outline reason for Grant and Recommendation

Bute Youth Project is a major youth work service provider on Bute with over 200 young people regularly using the premises.

They meet the required criteria for consideration under the Community Learning and Regeneration heading. They play a major role in promoting personal development, diversionary and educational activities for young people and have had great success in providing youth work services from their premises.

The project staff work in partnership with the Council's Community Learning and Regeneration Service, Social Work Department and Strathclyde Police to develop responses to the needs of local young people.

Signed:	Martin Turnbull	Assessment Officer
Date:	5 <sup>th</sup> May 2009	

## 5 Equal Opportunities

PΙ	ease tio	ck the appropriate 0 - 14 years	box to indicate the age of your client group $\sqrt{15-29}$ years
		30 - 44 years	45 - 59 years
		•	75 and over
		60 - 74 years	
Ρl	ease ti	ck the appropriate Male	box to indicate the sex of your client group  Female  Both
Ar	e any o	of your client grou Yes	o disabled?
W	hat are	your clients ethni	c group(s)?
A	White √	Scottish	√ Other British Irish
		Any other White I	packground please specify
		American	
В	Mixed		
	V	Any wixed backg	round please specify
С		Eastern Europea	า
D		, Asian Scottish o	
		Indian	Pakistani
		Bangladeshi	Chinese
		Any other Asian b	packground please write in
E	Black	, Black Scottish or Caribbean	Black British African
		Any other Black b	packground please write in
		, , , , , , , , , , , , , , , , , , , ,	V - 1
F	<u>Oth</u> er	Ethnic backgroun	d
		Any other backgr	ound please write in