

**ASSISTANCE TO VOLUNTARY ORGANISATIONS**  
**ASSESSMENT FORM for Leisure 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:       | <b>Cowal Europe</b>   | Scheme:                                     | <b>Leisure Development</b> |
| Project Title:   | European People's Festival in Cantanhede, Portugal                    | a) Grant requested from A&B Council         | £1,000                     |
|                  |   | b) Grant awarded last year?                 | £1,000                     |
|                  |   | c) Total Cost                               | £14,000                    |
|                  |   | d) How much is coming from group resources? | £12,500                    |
|                  |   | e) How much is coming from other agencies?  | £500                       |
| Reason for grant | Financial contribution towards the cost of travel and transport costs | <b>Grant Recommended:</b>                   | £1,000                     |

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

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

**3 General Criteria**

|   |   |  |  |
|---|---|--|--|
| <b>Do you concur with the organisation in their assessment of need? Please supply a very brief summary:</b>   |   |  |  |
| In order to promote Argyll and Bute and Scottish culture abroad - Cowal Europe transport brochures, publicity materials, musical instruments and equipment at considerable expense to the organisation members. They also provide outfits, uniforms and sporting equipment for participants. The grant will be used to transport brochures, promotional goods etc for the business stand, musical instruments, costumes and associated costs. |   |  |  |
| Is the activity non-political?  | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |  |
| Is the project consistent with Council priorities?  | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |  |
| Does the project have open membership?  | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |  |
| Have sponsorship agreements been checked?   | N/A                                     |  |  |
| How many people overall will benefit from this grant?   | 40+                                     |  |  |
| Is the organisation well established?   | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |  |
| Have you identified any training needs for the organisations committee or volunteers?   | Yes <input type="checkbox"/>            | No <input checked="" type="checkbox"/> |  |
| Does the organisation have volunteer training in place?   | Yes <input type="checkbox"/>            | No <input checked="" type="checkbox"/> |  |
| Have you confidence in their ability to deliver a service?  | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |  |



5 Equal Opportunities

Please tick the appropriate box to indicate the age of your client group

- 0 - 14 years       15 - 29 years  
 30 - 44 years       45 - 59 years  
 60 - 74 years       75 and over

Please tick the appropriate box to indicate the sex of your client group

- Male       Female       Both

Are any of your client group disabled?

- Yes       No

What are your clients ethnic group(s)?

**A** White

- Scottish       Other British       Irish  
 Any other White background please specify

**B** Mixed

- Any Mixed background please specify

**C**  Eastern European

**D** Asian, Asian Scottish or Asian British

- Indian       Pakistani  
 Bangladeshi       Chinese  
 Any other Asian background please write in

**E** Black, Black Scottish or Black British

- Caribbean       African  
 Any other Black background please write in

**F** Other Ethnic background

- Any other background please write in