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	Yes
correctly audited?	

Applicant:	Cowal Fiddle Workshop	Scheme:	Leisure Development
Project Title:	Tutor Costs	a) Grant requested from A&B Council	£3,046
Titlo:		b) Grant awarded last year?	£500
		c) Total Cost	£6,046
		d) How much is coming from group resources?	£2,000
		e) How much is coming from other agencies?	£1,000
Reason	To fund the cost of employing	Grant	£500
for grant	fiddle tutors	Recommended:	

2 Financial Check – Have you checked the Organisation is:

a)	Fully constituted	Yes	Χ	No	
b)	Has submitted a bank statement	Yes	Χ	No	
c)	Has submitted audited/signed accounts	Yes	Χ	No	
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?	Yes		No	X
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 its obligations under Best Value in awarding this grant, for example, if the grant	Yes	X	No	
	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:

Cowal Fiddle Workshop is a well-established organisation that encourages the teaching and playing of traditional Scottish Fiddle music. They meet in the Dunoon Community Education Centre and run workshops for junior and senior musicians of all levels. The funding requested is towards running costs including professional tuition, administration and the purchase of instruments.

Is the activity non-political?	Yes	X	No	
Is the project consistent with Council priorities?	Yes	Х	No	
Does the project have open membership?	Yes	Х	No	
Have sponsorship agreements been checked?		N/A	4	
How many people overall will benefit from this grant?		50-	ŀ	
Is the organisation well established?	Yes	Χ	No	
Have you identified any training needs for the organisations	Yes		No	X
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	No	Х
b)Ongoing training and support for volunteers	Yes	No	Χ
c)A code of conduct for staff and volunteers	Yes X	No	
d)A Code of Good Practice	Yes	No	Χ
e)An Equal Opportunities Policy	Yes X	No	
f)A Policy for Managing Confidential Information	Yes X	No	
g)Grievance Procedure for staff and volunteers	Yes X	No	
h)A Disciplinary Procedure for staff and volunteers	Yes X	No	

Please outline reason for Grant and Recommendation

Cowal Fiddle Workshop has been going for over twenty years and is a good example of an arts based group that has identified a demand and has provided a strong developmental focus on promoting traditional fiddle music. They also meet the other main criteria requirements for funding, including having an impact on the local community through performances at Homes for the Elderly, Ceilidhs and number of other community based events.

This project is consistent with the Council's commitment to support the performing arts through local activity and community development. It also has a significant cultural impact preserving a traditional style of music and teaches participants to read music rather than playing by ear.

The group is in the advanced stages of registering with CRBS however any award made should be conditional on the completion of appropriate child protection procedures.

Signed:	Martin Turnbull	Assessment Office
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Date:	5 th May 2009	

5 Equal Opportunities

Please tick the appropriate box to indicate the age of your client group $\sqrt{}$ 0 - 14 years $\sqrt{}$ 15 - 29 years					
		-			
	√	30 - 44 years	√ 45 - 59 years		
	$\sqrt{}$	60 - 74 years	$\sqrt{\ }$ 75 and over		
Ρl	ease ti		box to indicate the sex of your client group		
	Ш	Male	Female √ Both		
Ar	e any o	of your client grou Yes	o disabled? √ No		
L					
W	hat are	your clients ethni	c group(s)?		
Α	White				
	V	Scottish	V Other British Irish		
		Any other White I	packground please specify		
			German		
В	Mixed				
	$\sqrt{}$	Any Mixed backg	round please specify		
			Indonesian/Scot		
С	$\sqrt{}$	Eastern Europea	n		
	A	A characteristics	A character D. W. In		
D	Asian	, Asian Scottish oi Indian	Pakistani		
		Bangladeshi	Chinese		
		Any other Asian b	packground please write in		
			Indian		
E	Black	, Black Scottish or	Black British		
	$\sqrt{}$	Caribbean	√ African		
		Any other Black h	packground please write in		
		Mozambique			
_	O4b	Ethnia haalawa	٠,		
F	Other	Ethnic backgroun Any other backgr	ound please write in		
		,	•		