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:	Girl Guiding Argyll	Scheme:	Leisure Development
Project Title:	Training Weekend	a) Grant requested from A&B Council	£500 from Bute and Cowal Area Committee
			£1,500 in total including £500 – OLI £500 - MAKI
		b) Grant awarded last year?	Nil
		c) Total Cost	£4,735.80
		d) How much is coming from group resources?	£2,735.80
		e) How much is coming from other agencies?	£500
Reason for grant	To support a residential training weekend for leaders from across Argyll and Bute	Grant Recommended:	£500

2 Financial Check – Have you checked the Organisation is:

a)	Fully constituted	Yes	Χ	No
b)	Has submitted a bank statement Yes X No			
c)	Has submitted audited/signed accounts	Yes	Χ	No
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	Х	No
g)	Have you checked that the Council is meeting is obligations under Best Value in awarding this grant, for example, if the grant is awarded will the work definitely go ahead?	Yes	X	No

3 General Criteria

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

The geography of Argyll is such that training is difficult to organise and expensive. Residential training has been proven to be efficient and cost effective. The grant will help minimise the cost of participation for volunteer leaders who are already making considerable time commitments and in many cases are out of pocket.

Is the activity non-political?	Yes	Χ	No
Is the project consistent with Council priorities?	Yes	X	No
Does the project have open membership?	Yes	Χ	No
Have sponsorship agreements been checked?		N/A	1
How many people overall will benefit from this grant?	500+		
Is the organisation well established?	Yes	X	No
Have you identified any training needs for the organisations	Yes	Х	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	X	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	Χ	No
f)A Policy for Managing Confidential Information	Yes	Χ	No
g)Grievance Procedure for staff and volunteers	Yes	Χ	No
h)A Disciplinary Procedure for staff and volunteers	Yes	Χ	No

Please outline reason for Grant and Recommendation

The Girl Guide movement in Argyll and Bute works with large numbers of girls and young women aged between 5 and 26 in Argyll and Bute. The organisation is run by volunteers who provide personal development, sport, arts and cultural opportunities for the girls. They have a significant impact on many rural communities and have a positive effect on the young people's development.

The training weekend will ensure that volunteer leaders have the appropriate skills and information to maintain a quality service in their local units. It will also provide an opportunity to network, exchange good practice and be familiar with new initiatives.

There will be a mixture of young leaders and experienced leaders participating and, as the event is being held in Benmore outdoor centre this year, there is likely to be a healthy turnout from Bute and Cowal.

Signed:	Martin Turnbull	Assessment Officer
Date:	5 th May 2009	
Date.	5 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
		60 - 74 years	75 and over
ΡI	ease ti	ck the appropriate Male	box to indicate the sex of your client group Variable
Ar	e any o	of your client group Yes	o disabled? No
W	hat are	your clients ethni	c group(s)?
A	White √	Scottish	Other British Irish
		Any other White b	packground please specify
В	Mixed		round please specify
С		Eastern Europea	1
D	Asian √	, Asian Scottish or Indian	Asian British Value Pakistani
	$\sqrt{}$	Bangladeshi	√ Chinese
		Any other Asian b	packground please write in
Ε	Black,	, Black Scottish or Caribbean	Black British √ African
		Any other Black b	ackground please write in
F	Other	Ethnic backgroun Any other backgroun	d ound please write in