# 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:	Kirn Gala Committee Scheme:		Leisure
			Development
Project	Kirn Gala	a) Grant requested from	£2,000
Title:		A&B Council	
		b) Grant awarded last	£2,000
		year?	,
		c) Total Cost	£4,299
	d) How much is coming		£2,299
		from group resources?	
		e) How much is coming	
		from other agencies?	
Reason	To organise and run the	Grant	£2,000
for grant	annual Kirn Gala.	Recommended:	

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

a)	Fully constituted	Yes	X	No	
b)	Has submitted a bank statement	Yes X No			
c)	Has submitted audited/signed accounts	Yes X No			
d)	Leisure and Education Development Grants: 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	X	No	
g)	Have you checked that the Council is meeting is obligations	Yes X 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:

Kirn Gala is now firmly established as a successful community based event showcasing the village of Kirn. It is very well attended by visitors from Dunoon and further afield. Leisure Development Grants Funding is necessary to meet the additional costs as the event increases in size. This year the group will have to find additional funding to provide adequate toilet facilities.

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 X N				
Have sponsorship agreements been checked?	N/A			
How many people overall will benefit from this grant?	3000+			
Is the organisation well established?	Yes X No			
Have you identified any training needs for the organisations committee or volunteers?	Yes		No	Х
Does the organisation have volunteer training in place?	Yes	Χ	No	
Have you confidence in their ability to deliver a service?	Yes	Х	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	Χ
b)Ongoing training and support for volunteers	Yes	No	Χ
c)A code of conduct for staff and volunteers	Yes	No	Χ
d)A Code of Good Practice	Yes	No	Χ
e)An Equal Opportunities Policy	Yes	No	Х
f)A Policy for Managing Confidential Information	Yes	No	Х
g)Grievance Procedure for staff and volunteers	Yes	No	Х
h)A Disciplinary Procedure for staff and volunteers	Yes	No	Х

#### Please outline reason for Grant and Recommendation

Kirn Gala has become an important event in the build up to the Cowal Highland Gathering. It is well established and attracts upwards of 3000 spectators. The gala committee members are highly motivated and keen to continue the development of this community event. As well as promoting the village of Kirn the gala has a positive impact on the local and wider community by raising the profile of Kirn and contributing to its improvement. It also encourages community development through the involvement of voluntary organisations and giving local organisations the opportunity to fundraise.

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

### 5 Equal Opportunities

	Plε	ease tio	ick the appropriate box to indicate the age of your client group  0 - 14 years  15 - 29 years				
		$\sqrt{}$	30 - 44 years	√ 45 - 59 years	Al	Il ages.	
		$\sqrt{}$	60 - 74 years	$\sqrt{}$ 75 and over			
	Ple	ease tid	ck the appropriate I Male	pox to indicate the sex of Female		elient group oth	
	Are	e any o	of your client group Yes	disabled?			
	Wł	nat are	your clients ethnic	group(s)?			
	Α	White √	Scottish	Other British		Irish	
			Any other White ba	ackground please specify	,		
	В	Mixed √		ound please specify			
	С	$\sqrt{}$	Eastern European				
	D	Asian, √	, Asian Scottish or Indian	Asian British √ Pakistani			
		$\sqrt{}$	Bangladeshi	√ Chinese			
			Any other Asian ba	ackground please write in			
	E	Black,	, Black Scottish or I Caribbean	Black British √ African			
			Any other Black ba	ackground please write in			
	F	Other	Ethnic background Any other backgro	l und please write in			
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