

**ASSISTANCE TO VOLUNTARY ORGANISATIONS**  
**ASSESSMENT FORM for Leisure Development Grants**

**1 Details**

Name of Assessing Officer	<b>Martin Turnbull</b>
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>Mount Stuart Trust</b>	Scheme:	<b>Leisure Development</b>
Project Title:	eatBute 2009	a) Grant requested from A&B Council	£1,625
		b) Grant awarded last year?	Nil
		c) Total Cost	£57,844
		d) How much is coming from group resources?	£22,094.50
		e) How much is coming from other agencies?	£34,124.50
Reason for grant	Funding is requested to support educational activities with children and young people as part of the eatBute event.	<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>			
eatBute highlights sustainability, biodiversity, traditions and cultures linked with food on Bute and the surrounding areas. Local producers, suppliers and exhibitors have the opportunity to showcase to the local community and visiting public their produce.			
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?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
How many people overall will benefit from this grant?	4000		
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 checked="" type="checkbox"/>	No <input type="checkbox"/>	
Have you confidence in their ability to deliver a service?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	

#### 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	<input type="checkbox"/>
b)Ongoing training and support for volunteers	Yes	X	No	<input type="checkbox"/>
c)A code of conduct for staff and volunteers	Yes	X	No	<input type="checkbox"/>
d)A Code of Good Practice	Yes	X	No	<input type="checkbox"/>
e)An Equal Opportunities Policy	Yes	X	No	<input type="checkbox"/>
f)A Policy for Managing Confidential Information	Yes	X	No	<input type="checkbox"/>
g)Grievance Procedure for staff and volunteers	Yes	X	No	<input type="checkbox"/>
h)A Disciplinary Procedure for staff and volunteers	Yes	X	No	<input type="checkbox"/>

#### Please outline reason for Grant and Recommendation

eatBute is a 3-day festival aimed at celebrating food production in Argyll & Bute, during Scottish Food Fortnight. Promoting some of the very best food and drink that Scotland has to offer, eatBute highlights the region as a sustainable food tourism destination and encourages visitors to the area. A food/tourism trade day is planned in conjunction with Caledonian MacBrayne and a launch dinner will mark the start of the festival.

Children's activities (to be run in partnership with the joint school campus and Achievement Bute,) interactive food sessions, a two-day farmers' market, a Bute Ceilidh and food trails are among the planned activities. The event will also encourage healthy eating and promote the schools based "Hungry for Success" programme and the Food for Life Campaign.

The key aims of the event are –

- Encouraging domestic tourism to the region during a traditionally quiet period, with a particular focus on encouraging repeat visitors annually.
- Developing Bute as a food tourism destination, thus attracting a new, lucrative market of visitors.
- Establishing a prestigious annual event on the island to encourage repeat visitors.
- Showcasing Bute's Food Heritage.

This application meets the requirement for Leisure Development Grant funding as it is designed to "sustain and develop indigenous business" and "attract inward investment" in a rural island community.

Signed:           Martin Turnbull           Assessment Officer

Date:           5<sup>th</sup> May 2009

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

