

**ASSISTANCE TO VOLUNTARY ORGANISATIONS**  
**ASSESSMENT FORM for Social Welfare Grants, Education and Leisure**  
**Development Grants**

1 Details

Name of Assessing Officer	<b>Cath McLoone</b>
Have you contacted the organisation to assess this application?	✓
Have you checked that the organisation has had their accounts correctly audited?	✓

Name of Group:	Argyll & Bute Rape Crisis	Scheme:	
Key Contact Person:		a) Grant requested from A & B Council?	<b>£3,000</b>
		b) Grant awarded last year?	£3,000
		c) Total cost?	£3,000
		d) How much coming is from own resources?	nil
		e) How much coming from other agencies?	nil
		Grant Recommended:	<b>£1,700</b>

Reason for grant:	<p>We provide support, information and advocacy to women or girls (aged from 13 Years) who have experienced rape, sexual assault, childhood sexual abuse, sexual harassment, sexual bullying, stalking and commercial sexual exploitation – including prostitution, trafficking and pornography. We also offer support to partners and family members of survivors of sexual violence and this part of our service is available to men.</p> <p>Our support takes the form of a dedicated telephone helpline which is open five days a week (increasing to include week-end cover from March 2009), one to one support with specially trained support workers and facilitated group-work. We may also offer home support visits to women who are disabled or unable to leave their home to access services.</p> <p>Our service covers the whole of Argyll and Bute Local Authority area, although limited resources permit face to face support in Bute and Cowal, Helensburgh and Lomond and Oban and Lorn at this time. Telephone/Email support is available to all other areas. Recently submitted funding applications, if successful will enable paid and volunteer workers in the areas of Oban and Lorn (increased service provision by employing a Locality Co-ordinator) and Mid Argyll and Kintyre (both enabling a measure of face to face support to Survivors on the islands). We have a working knowledge of the needs of our client group and the challenges faced working in remote rural areas.</p> <p>There is an increasing demand on our service to deliver Awareness Raising Training to external agencies and organisations. We are currently compiling a waiting list for work within schools and youth groups on Sexual Bullying, Internet Safety and other related topics. A pilot project was positive and we have been requested to return in October 2009 to deliver Awareness Training to mixed classes of 3<sup>rd</sup> Year pupils. Similar work has also been undertaken with youth groups in Helensburgh and Lomond and Cowal and Bute. If funding applications are successful, this programme will be rolled out thorough schools and youth groups Argyll and Bute wide in 2009/2010. ASWG dedicated youth website – <a href="http://www.tessaproject.co.uk">www.tessaproject.co.uk</a> has been pioneered by Argyll and Bute Rape Crisis to highlight youth issues and empowering information. (Argyll and Bute databases Stats attached) in line with development already carried out and planned future development, referrals to our organisation from partner agencies are increasing weekly. Statistics will continue to be gathered.</p>
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## 2 Financial Check – Have you checked the Organisation is:

a)	Fully constituted	Yes	✓	No	□
b)	Has submitted a bank statement	Yes	✓	No	□
c)	Has submitted audited/signed accounts	Yes	✓	No	□
d)	<u>Leisure and Education Development Grants</u> : If over £2000 have you sent this grant to finance?	Yes		No	
e)	<u>Social Welfare Grants</u> : Has the grant been registered with Library Headquarters?	Yes	✓	No	□
f)	If relevant, has the grant passed the financial check?	Yes	✓	No	□
g)	Have you checked that the organisation is within 50% of the costs for Social Welfare, Education or Development grants?	Yes	✓	No	□
h)	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	✓	No	□

## 3 General Criteria

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

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 type="checkbox"/> No <input type="checkbox"/>
How many people overall will benefit from this grant?	Variable – depends on referral rate.
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

Have you checked that the organisation, particularly if they work with children under 18 or vulnerable adults has in place a Child Protection Policy or a Vulnerable Adults Policy?

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

Signed: \_\_\_\_\_

Assessment Officer

Date: \_\_\_\_\_

#### 5 Equal Opportunities

What are the 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