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:	Argyll and Bute Regional Environmental Education Forum (ABREEF)	Scheme:	Leisure Development
Project Title:	Environmental Fair 2009	a) Grant requested from A&B Council	£1,000
1100		b) Grant awarded last year?	£2,000 (OLI Area Committee)
		c) Total Cost	£10,630
		d) How much is coming from group resources?	£1,805
		e) How much is coming from other agencies?	£7,825
Reason for grant	Funding to assist with the running costs annual ABREEF Environmental Fair which will be held this year in Cowal.	Grant Recommended:	£1,000

2 Financial Check - Have you checked the Organisation is:

a)	Fully constituted	Yes	Х	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	Χ	No
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	Χ	No
g)	Have you checked that the Council is meeting is obligations	Yes	Χ	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:

The ABREEF annual Environmental Fair has been running since 1996 meeting in a different part of Argyll and Bute each year. The event has grown in size and stature and requires financial assistance to meet the increasing costs of accommodation, publicity, travel and materials.

Is the activity non-political?	Yes	Х	No	
Is the project consistent with Council priorities?	Yes	Х	No	
Does the project have open membership?	Yes	Χ	No	
Have sponsorship agreements been checked?	N/A			
How many people overall will benefit from this grant?	Approx 1,500			
Is the organisation well established?	Yes	Х	No	
Have you identified any training needs for the organisations committee or volunteers?	Yes		No	X
Does the organisation have volunteer training in place?	N/A			
Have you confidence in their ability to deliver a service?	Yes	Χ	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?

All children and young people attending the event are accompanied by a responsible adult such as a parent, teacher or youth worker.

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	Χ
f)A Policy for Managing Confidential Information	Yes	No	Χ
g)Grievance Procedure for staff and volunteers	Yes	No	Χ
h)A Disciplinary Procedure for staff and volunteers	Yes	No	Х

Please outline reason for Grant and Recommendation

The ABREEF Environmental Fair aims to encourage children, families and communities to develop an enthusiasm for environmental issues, raise awareness of the need for sustainability, encourage community involvement in local initiatives and help people develop an understanding of the values and skills required in a sustainable world

The event is being held on the 30th September and 1st October 09 in Hunters Quay Holiday Park and will bring together a wide variety of workshops, stalls and displays highlighting environmental themes. A number of methods will be used to get the message across including art and drama, games and scientific experiments. This year there is a focus on renewable energy and food production.

ABREEF expect the environmental fair to attract a wide audience from schools, youth groups and third sector organisations. A new development in the programme for this year will be the promotion of careers advice on employment opportunities in the environment sector.

This event meets the criteria for a Leisure Development grant as it develops new opportunities for young people and the wider community through the use of a community development approach to raising awareness of environmental issues.

Signed: Martin Turnbull Assessment Officer

Date: 4th August 2009

5 Equal Opportunities

Pl	e <u>ase</u> ti	the appropriate box to indicate the age of your client group
	\checkmark	- 14 years $\sqrt{15}$ - 29 years
		0 - 44 years 🔨 45 - 59 years
	\checkmark	0 - 74 years $\sqrt{75}$ and over
ΡI	ease ti	the appropriate box to indicate the sex of your client group
		lale ☐ Female √ Both
Ar	e anv o	your client group disabled?
	$\overline{\mathbf{A}}$	/es No
W	hat are	our clients ethnic group(s)?
Α	White	
		Scottish $$ Other British Irish
		ny other White background please specify
В	Mixed	no Mina di la subarra da la sus sites
	N	ny Mixed background please specify
С	N	astern European
	Acion	Asian Spattish or Asian British
۲	Asian	Asian Scottish or Asian British ndian Pakistani
		angladeshi Chinese
	\square	ny other Asian background please write in
Е	Black	Black Scottish or Black British
		Caribbean African
		ny other Black background please write in
F	Other	thnic background
		ny other background please write in