

# ASSISTANCE TO VOLUNTARY ORGANISATIONS ASSESSMENT FORM

Applicant:	A B R E E F	Scheme:	Education and Leisure Dev
Project:	Organising of environmental fairs in Islay and Campbeltown	Cost:	£13,000
		Amount Requested:	£2000
		Grant Recommended:	£750
		Other Funding in Place:	Yes

### General Criteria

Y – yes; N – No; N/A – not applicable)

S.M.A.R.T. Objectives demonstrated	Y
Applicant's expertise & resources adequate for project	Y
Work has not started	Y
Non political activity	Y
Volunteer training demonstrated	Y
Project Consistent with Council priorities	Y
Constitution/non-profit making status checked	Y
Fundraising/contribution to the project	Y
Signed Audited Accounts checked	Y
Bank accounts & reserves checked	Y
Open membership demonstrated	Y
Sponsorship agreements checked	N/A

### Financial Check

<b><u>Leisure &amp; Education Development Grants</u></b> If over £2,000 have you sent this grant to finance?	Yes
<b><u>Social Welfare Grants.</u></b> Has it been registered with the Lochgilphead central support team, who will send it to finance. (All SWG go to finance for checking)	

### Project funding

Application within 50% of total costs	Yes
Statutory permissions obtained	N/A
Three written estimates submitted	N/A
Ownership/leasehold checked	N/A
Provision for on-going running & maintenance checked	Yes
Publicity plans for A&B inclusion checked	Yes

### Child Protection

N/A

Have you checked that the organization is registered with <b><u>Disclosure Scotland?</u></b>	
Have you checked that the organization is registered with the <b><u>Care Commission?</u></b> (If applicable)	
Does the organization comply with the <b><u>Children's Scotland Act (2003)</u></b>	
Does the organization have comprehensive recording procedures in place for all workers? (Voluntary and Statutory)	
Does the organization have a clear understanding of what is meant by harm and risk of harm to children and young people?	
Does the organization have a code of conduct, which sets out a list of acceptable and unacceptable behaviour?	
Does the organization have procedures for reporting a grievance and concerns made by and issues raised by workers, parents, carers, children and young people?	
Does the organization have arrangements for regular support, which allows for any emerging concerns about workers behaviour to be discussed and addressed?	
Does the organization have a good practice guide?	
Does the organization have an equal opportunity policy?	
Does the organization have disciplinary procedures for dealing with continuing serious concerns about a workers conduct?	
Does the organization have procedures for managing confidential information?	

## Additional Information

This organisation organises one-off events throughout the area

- to develop enthusiasm for the environment
- raise awareness of the need for sustainability in our lives
- help people of all ages and backgrounds develop the knowledge, skills, understanding, attitudes and values to enable them to contribute to securing a sustainable world.

The activities include

- environmental fairs, seminars and talks
- production of directories
- support community environmental projects
- support education for sustainable development
- dissemination of information through newsletters and networking.

The group itself does not have substantial access to children or regular contact with children. Work with children is carried out within the school curriculum.

Funding is sought for environmental fairs on Islay (27 and 28<sup>th</sup> May 2005) and in Campbeltown (September 2005)

The fairs planned are open to the general public, residents of Argyll and Bute and visitors alike.

## Specific Criteria

This project addresses the following criteria for Leisure Development Grants:

**to provide a development opportunity that will impact on community life in Argyll and Bute, and have a positive effect.**

**increase in participation, quality of provision or a new experience for residents and visitors to Argyll and Bute.**

The project also :

- Enhancement to quality of life for participants
- Sustainability of its impact among local residents
- Impact on the local and wider community

Signed: Felicity Kelly  
Officer

Assessment

Date: April 2005

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