

ASSISTANCE TO VOLUNTARY ORGANISATIONS ASSESSMENT FORM

Applicant:	Islay Canoe Club	Scheme:	Leisure Dev
Project:	Equipment costs	Cost:	£9547.62
		Amount Requested:	£2387
		Grant Recommended:	£900
		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

<u>Leisure & Education Development Grants</u> If over £2,000 have you sent this grant to finance?	Y
<u>Social Welfare Grants.</u> 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	y
Statutory permissions obtained	N/a
Three written estimates submitted	N/a
Ownership/leasehold checked	N/a
Provision for on-going running & maintenance checked	y
Publicity plans for A&B inclusion checked	y

Child Protection

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

Additional Information

This organisation, based on Islay, is keen to pursue its inclusive aims by purchasing necessary equipment. The total cost of this is in the region of £9500 and includes pool training kit, outdoor GP boat, sea touring kit, boat (disabled), Children's' buoyancy aids, windproof jackets, safety kit and racking.

The group is affiliated to the Scottish Canoe Association and members are pursuing training from this parent body.

The group appears have a very business like approach to the running of the club in both administrative as well as safety matters.

Specific Criteria

This grant application is eligible for funding from Leisure Development and fulfils the criteria as follows:

- Affiliated to a governing Body of Sport,
- Legitimate partner for the furtherance of sport in Argyll and Bute.
- Increased participation in one or more sports
- Raised quality of coaching in one or more sports
- Improved facilities for one or more sports linked with increased participation and raised quality of coaching.
- New provision of facilities or opportunities provided by local communities.

Signed: Felicity Kelly

Assessment Officer

Date: April 2005