ASSISTANCE TO VOLUNTARY ORGANISATIONS
ASSESSMENT FORM

Applicant:	Mid Argyll University of the Third Age	Scheme:	**Education Dev**
Project:	Assistance towards running costs	Cost:	**£2408**
		Amount Requested:	**£1130**
		Grant Recommended:	£680
		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

Leisure & Education Development Grants If over £2,000 have you sent this grant to finance?	N/a
Social Welfare Grants. 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 ***Disclosure Scotland***?	N/a
Have you checked that the organization is registered with the ***Care Commission***? (If applicable)	N/A
Does the organization comply with the ***Children's Scotland Act (2003)***	
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 is part of the national body University of the Third Age.

The group enables "third agers" to continue life long learning in many different forms. The groups in the Mid Argyll branch include German, French, Play reading, Poetry, Art, Walking, Local History, Music, Computing, Literary discussions, Board games, Bird watching, Video making and Handicrafts. All course are organised and delivered by members. Groups meet either in members homes or in the Lochgilphead Community Centre. The accent is on self-help and self-funding. Membership ranges from 50 to 85 + and covers people from all walks of life and interests.

Specific Criteria

This application from Mid Argyll U3A meets the following criteria:
- Supporting learning opportunities for specific age groups
- Supporting opportunities for individuals to play an active part in community life
- Building community capacity
- Promoting lifelong learning
- Gap in provision

Signed: Felicity Kelly   Assessment Officer

Date: April 2005