

ASSISTANCE TO VOLUNTARY ORGANISATIONS ASSESSMENT FORM

Applicant:	Mid Argyll Youth Project	Scheme:	Education Dev
Project:	Training and running costs	Cost:	£12,100
		Amount Requested:	£5900
		Grant Recommended:	£5,500
		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	Y
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?	Y
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?	Y

Additional Information

The Mid Argyll Youth Project building is well used – Mon – Fri 9-5 and on Monday, Tuesday, Wednesday and Thursday evenings.

13 different organisations use the building regularly.

Recently, work has started on an extension to the building with funding from the Big Lottery.

The grant will ensure the continued use of a dedicated building for young people in the area.

Young people are involved in the management committee and are represented at all levels of organisation and planning.

There is an ongoing commitment from interested adults and training opportunities are provided through the project for both young people and adult volunteers.

Specific Criteria

The application from this group meets the following criteria:

- Supporting personal development
- Social inclusion
- Extending learning opportunities
- Promoting active citizenship
- Building community capacity
- Working in partnership

Signed: Felicity Kelly Assessment Officer

Date: April 2005