

ASSISTANCE TO VOLUNTARY ORGANISATIONS ASSESSMENT FORM

Applicant:	Tarbert Music Festival	Scheme:	Leisure Dev
Project:	Costs associated with event in 2005	Cost:	£18000
		Amount Requested:	£5000
		Grant Recommended:	£1050
		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>	N/a
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>	N/a
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

The costs associated with this event have been estimated at £18,000 for 2005, of which £8,000 will be coming from the group's own resources.

The committee of this festival was fortunate last year in attracting one off funding amounting to £2750 which assisted in the promotion of the event.

The benefits associated with this event are promoting of tourism, strengthening community involvement, and maintaining economic stability in the area.

Last year the audience range increased by offering a classical concert. This year the programme will contain two such events.

This type of development helps to put the Tarbert Music Festival on the cultural map of the west coast of Scotland.

Specific Criteria

This grant application addresses the following criteria:

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

Signed: Felicity Kelly

Assessment Officer

Date: April 2005