

ASSISTANCE TO VOLUNTARY ORGANISATIONS ASSESSMENT FORM

Applicant:	Tayvallich Village Hall	Scheme:	Education Dev
Project:	Work associated with the provision of an outdoor, all year multi function sports facility.	Cost:	£17096
		Amount Requested:	£7096
		Grant Recommended:	£750
		Other Funding in Place:	pending

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	N
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	Imminent
Three written estimates submitted	Y
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>	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

This group is undertaking a project to enhance the facilities associated with the local village hall in Tayvallich –to provide an area for out door play and have the opportunity of having the foundations built free of charge by a contractor. This offer is only available as long as the contractor is working in the area.

Members of the association are willing to contribute to the installation by donating time.

The organisation has another project in the pipeline, electrical work and refurbishment of the hall with an estimated cost of £20,000 and a new kitchen between £3,000 and £10,000. Funds are held in reserve for this work.

Specific Criteria

This group's application addresses the following :

- Proposals should display evidence of partnership with the local community
- Building community capacity in a way that is sustainable, and contributes to local community life.
- Links to other developments in order to maximise opportunity.

Signed: Felicity Kelly

Assessment Officer

Date: April 2005