

# ASSISTANCE TO VOLUNTARY ORGANISATIONS ASSESSMENT FORM

Applicant:	Mid Argyll Pipe Band	Scheme:	Education and Leisure Dev
Project:	Running costs	Cost:	£1503
		Amount Requested:	£700
		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

<b><u>Leisure &amp; Education Development Grants</u></b> If over £2,000 have you sent this grant to finance?	N/a
<b><u>Social Welfare Grants.</u></b> 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 <b><u>Disclosure Scotland?</u></b>	Y
Have you checked that the organization is registered with the <b><u>Care Commission?</u></b> (If applicable)	N/A
Does the organization comply with the <b><u>Children's Scotland Act (2003)</u></b>	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?	Y

**Additional Information**

This organisation is a body recognised as a charity by Inland Revenue and was formed in 1927.

It has all relevant policies in place to comply with the POCSA requirements.

This application is made to assist with rentals, fees, insurances and the development costs of running the organisation.

The group targets for this year are to

Continue the chanter classes - 1 adult –16 Juniors

Continue advanced classes - 6 adults 11 juniors

Develop performance opportunities - 25 local events

There are 9 voluntary committee members in this group.

**Specific Criteria**

This application meets the following criteria:

- A demand for the project locally
- Impact on the wider community
- Community Development
- Supporting personal development
- Extending learning opportunities

Signed: Felicity Kelly

Assessment Officer

Date: April 2005