

ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals****1 Details**

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| Name of Assessing Officer | Laura Macdonald | |
| Name of Organisation | Oban Viewpoint Group | |
| Contact Person in Organisation | Sean MacIntyre | |
| Have you contacted/visited the organisation to assess this application? | Contacted Visited <input checked="" type="checkbox"/> | |
| Name and Designation of Council Officer you have contacted to discuss the application eg Arts & Culture, Social Work, Sports etc. | | |
| Name: | Designation: | |
| Third Sector <input checked="" type="checkbox"/> | Events and Festivals <input type="checkbox"/> | |
| a) Grant requested from A & B Council? | £2,000 | |
| b) Grant awarded last year? | n/a | |
| c) Total Project cost? | £13,570 | |
| d) How much coming from own resources? | £1,150 | |
| e) How much coming from other agencies? | £10,000 | |
| f) Grant Recommendation | £2,000 | |
| Reason for grant: | <i>Contribution towards feasibility study into the proposal for a new build community facility based in Soroba.</i> | |
| Please tick which of the following is being addressed: | | |
| a) | Addressing Social Inclusion | <input checked="" type="checkbox"/> |
| b) | Alleviation of rural isolation | <input type="checkbox"/> |
| c) | Community Capacity Building | <input checked="" type="checkbox"/> |
| d) | Enhancement of quality of life for residents and visitors | <input checked="" type="checkbox"/> |
| e) | Positive impact on local communities | <input checked="" type="checkbox"/> |
| f) | Improvement of health and wellbeing | <input type="checkbox"/> |
| g) | Positive impact on the local environment | <input type="checkbox"/> |
| Have you received an end of project report for the previous grant award? n/a | | |
| n/a | | |
| Do you concur with the organisation in their assessment of need? Please supply a very brief summary | | |
| This project is to establish the feasibility of a new build community centre in the Soroba area of Oban. The amount requested is part of a larger overall cost. However, the group have been working on the project for some time and it is recommended that an award be made on the condition that the group secures the remaining funding by 31 st . December 2014. | | |
| If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant? | | |
| n/a | | |

2 Financial Check – Have you checked the Organisation is:

| | | | | |
|----|-----------------------------------------------------------------------------------------|-----|----|----|
| a) | Has passed financial check | Yes | No | √ |
| b) | Fully constituted | Yes | √ | No |
| c) | Has submitted a bank statement for all bank/savings accounts | Yes | No | √ |
| d) | Has submitted audited/signed accounts (or signed financial projections if a new group). | Yes | No | √ |
| e) | Within 50% of the costs for the project/activity | Yes | √ | No |

3 General Criteria

| | | | | |
|----|---------------------------------------------------------------------------------------|--------------------------------|----|----|
| a) | Is the activity non-political? | Yes | √ | No |
| b) | Is the project consistent with Council objectives? | Yes | √ | No |
| c) | Does the project have open membership? | Yes | √ | No |
| d) | Have sponsorship agreements been checked? | Group have not confirmed | | |
| e) | How many people overall will benefit from this grant? | Population of town potentially | | |
| f) | Is the organisation well established? | Group undergoing some changes | | |
| g) | Have you identified any training needs for the organisations committee or volunteers? | Yes | √ | No |
| h) | Does the organisation have volunteer training in place? | Yes | No | √ |
| i) | Have you confidence in their ability to deliver a service? | Yes | No | |

4 Policy and Procedures

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|------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|---|
| a) | If relevant, is the organisation compliant with Protection of Vulnerable Groups (Scotland) Act 2007? If No, can you refer to Children and Families Section, Social Work? | n/a | | |
| b) | Clear recruitment policies | Yes | No | √ |
| c) | On-going training and support for volunteers | Yes | No | √ |
| d) | A code of conduct for staff and volunteers | Yes | No | √ |
| e) | A Code of Good Practice | Yes | No | √ |
| f) | An Equal Opportunities Policy | Yes | No | √ |
| g) | A Policy for Managing Confidential Information | Yes | No | √ |
| h) | Grievance Procedure for staff and volunteers | Yes | No | √ |
| i) | A Disciplinary Procedure for staff and volunteers | Yes | No | √ |
| Comments : | | | | |

Signed: Laura Macdonald

Date: 06/08/2014

ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals****2 Details**

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|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------|-------------------------------------|
| Name of Assessing Officer | Laura Macdonald | |
| Name of Organisation | Newstart Oban | |
| Contact Person in Organisation | David James | |
| Have you contacted/visited the organisation to assess this application? | Contacted <input checked="" type="checkbox"/> Visited | |
| Name and Designation of Council Officer you have contacted to discuss the application eg Arts & Culture, Social Work, Sports etc. | | |
| Name: Myra MacDonald | Designation: Homeless Prevention Officer | |
| Third Sector <input checked="" type="checkbox"/> | Events and Festivals <input type="checkbox"/> | |
| a) Grant requested from A & B Council? | £300 | |
| b) Grant awarded last year? | £206 (returned because not required) | |
| c) Total Project cost? | £600 | |
| d) How much coming from own resources? | £300 | |
| e) How much coming from other agencies? | n/a | |
| f) Grant Recommendation | £300 | |
| Reason for grant: | The group provides start-up packs for people moving from homeless accommodation in to new tenancies. | |
| Please tick which of the following is being addressed: | | |
| a) | Addressing Social Inclusion | <input checked="" type="checkbox"/> |
| b) | Alleviation of rural isolation | <input type="checkbox"/> |
| c) | Community Capacity Building | <input type="checkbox"/> |
| d) | Enhancement of quality of life for residents and visitors | <input type="checkbox"/> |
| e) | Positive impact on local communities | <input type="checkbox"/> |
| f) | Improvement of health and wellbeing | <input checked="" type="checkbox"/> |
| g) | Positive impact on the local environment | <input type="checkbox"/> |
| Have you received an end of project report for the previous grant award? Yes No | | |
| If No, please give a reason | | |
| Do you concur with the organisation in their assessment of need? Please supply a very brief summary | | |
| This group provide starter packs for homeless individuals moving into permanent accommodation. This application is to support the provision of start-up packs. This group received an award in 2013/14 but returned it since they did not require the funding. | | |
| If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant? | | |
| Group applied for this purpose two years ago but were advised at that point that this was not an eligible purpose. Since then, they received a grant for publicity materials in 2013/14 which they returned – demand on volunteers meant they focussed on their core activities. | | |

2 Financial Check – Have you checked the Organisation is:

| | | | | |
|----|-----------------------------------------------------------------------------------------|-----|---|----|
| a) | Has passed financial check | Yes | √ | No |
| b) | Fully constituted | Yes | √ | No |
| c) | Has submitted a bank statement for all bank/savings accounts | Yes | √ | No |
| d) | Has submitted audited/signed accounts (or signed financial projections if a new group). | Yes | √ | No |
| e) | Within 50% of the costs for the project/activity | Yes | √ | No |

3 General Criteria

| | | | | |
|----|---------------------------------------------------------------------------------------|-----|---|------|
| a) | Is the activity non-political? | Yes | √ | No |
| b) | Is the project consistent with Council objectives? | Yes | √ | No |
| c) | Does the project have open membership? | Yes | √ | No |
| d) | Have sponsorship agreements been checked? | Yes | √ | No |
| e) | How many people overall will benefit from this grant? | 15 | | |
| f) | Is the organisation well established? | Yes | √ | No |
| g) | Have you identified any training needs for the organisations committee or volunteers? | Yes | | No √ |
| h) | Does the organisation have volunteer training in place? | Yes | | No √ |
| i) | Have you confidence in their ability to deliver a service? | Yes | √ | No |

4 Policy and Procedures

| | | | | |
|----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|---|------|
| a) | If relevant, is the organisation compliant with Protection of Vulnerable Groups (Scotland) Act 2007? If No, can you refer to Children and Families Section, Social Work? | Yes | √ | No |
| b) | Clear recruitment policies | Yes | | No √ |
| c) | Ongoing training and support for volunteers | Yes | | No √ |
| d) | A code of conduct for staff and volunteers | Yes | | No √ |
| e) | A Code of Good Practice | Yes | | No √ |
| f) | An Equal Opportunities Policy | Yes | √ | No |
| g) | A Policy for Managing Confidential Information | Yes | √ | No |
| h) | Grievance Procedure for staff and volunteers | Yes | | No √ |
| i) | A Disciplinary Procedure for staff and volunteers | Yes | | No √ |

Comments :

Signed: Laura Macdonald

Date: 06/08/2014