ASSISTANCE TO VOLUNTARY ORGANISATIONS ASSESSMENT FORM for Education and Leisure Development Grants

1 <u>Details</u>

Name of Assessing OfficerMartin TurnbullHave you contacted the organisation to assess this application?Yes

Applicant:	Innellan Carpet Bowling Association	Scheme:	Leisure Development
Project	Renew Equipment	a) Total cost of project	£1,757
Title:		b) How much is funded from group resources?	£500
		c) How much is coming from other agencies	Nil
		d) Grant requested from A & B Council?	£878.50
		Grant Recommended:	£500
Reason for grant	To purchase carpet bowling tables and Scotch carpet.	Grant awarded last year (2006/07)	Nil

2 Financial Check - Have you checked the Organisation is:

a)	Fully constituted	Yes	Χ	No	
b)	Has submitted a bank statement	Yes	Χ	No	
c)	Has submitted audited/signed accounts	Yes	Χ	No	
	Leisure and Education Development Grants: If over £2000		N/A		
d)	has this grant been sent to finance?				
e)	Social Welfare Grants: Has the grant been registered with		N/A		
	the Lochgilphead Office.				
f)	If relevant, has the grant passed the financial check?		N/A		
g)	Have you checked that the organisation is within 50% of the	Yes	Χ	No	
	costs for Education or Leisure Development grants?				
h)	Have you checked that the Council is meeting is obligations	Yes	Х	No	
	under Best Value in awarding this grant, for example, if the				
	grant is awarded will the work definitely go ahead?				

3 General Criteria

Do you concur with the organisation in their assessment of need? Please supply					
a very brief summary:					
The existing equipment used by the Carpet Bowling Association has been well used for					
a number of years and is worn. New equipment is essential to continue this activity.					
Is the activity non-political?		Χ	No		
Is the project consistent with Council priorities?		Χ	No		
Does the project have open membership?	Yes	Χ	No		
Have sponsorship agreements been checked?			No	X	
How many people overall will benefit from this grant?		20+			
Is the organization well established?	Yes	Χ	No		
Have you identified any training needs for the organisations			No	Х	
committee or volunteers?					
Does the organisation have volunteer training in place?	Yes		No	Х	
Have you confidence in their ability to deliver a service?	Yes	Χ	No		

2007-08

4 Policy and Procedures

If the organisation works with a child/children under 18 or a vulnerable adult/s do they meet the following criteria? – N/A

a) Clear recruitment policies	Yes	No X
b) Ongoing training and support for volunteers	Yes	No X
c) A code of conduct for staff and volunteers	Yes	No X
d) A Code of Good Practice	Yes	No X
e) An Equal Opportunities Policy	Yes	No X
f) A Policy for Managing Confidential Information	Yes	No X
g) Grievance Procedure for staff and volunteers	Yes	No X
h) A Disciplinary Procedure for staff and volunteers	Yes	No X

Additional Information

The Innellan Carpet Bowling Club meets weekly in Innellan Village Hall. It has a healthy membership of male and females in the "over 50's" age range. As well as regular sessions they hold four open competitions per year.

Innellan Carpet Bowling Club is one of the few remaining carpet bowling clubs in Cowal and new equipment will help keep alive this once popular form of bowling.

Specific Criteria

Innellan Carpet Bowling Club provides an opportunity for older people in a rural community to participate in a sport which will ultimately benefit their health and well-being.

Signed: Martin Turnbull Assessment Officer

Date: 19th June 2007