

GRANT ASSESSMENT SHEET 2006/07. (APPENDIX A)

<p align="center"><u>Criteria</u></p> <p>Name of Organisation:.....</p>	<p><u>Comments</u> (include evidence of how the criteria are met and/or any additional conditions that may be needed if grant awarded)</p>	<p align="center"><u>Score</u></p>
<p>Declaration of interest: Please declare if you have any involvement with the application such as committee member, beneficiary, relative etc.</p>		<p align="center">N/a</p>
<p>1. <u>Contribution to Council's objectives / strategies.</u></p> <p>Does the project fit within the core objectives of another statutory authority e.g. Oxfordshire County Council, PCT, Mental Health Trust, DAAT, Arts Council etc. Yes/No</p> <p>If yes, is this a partnership project?</p> <p>Does this project lever external funding that is contingent on this funding? Yes / No</p> <p><u>Has evidence been provided that the application helps the Council work towards at least one of these aims?</u> (Score as no contribution = 0, some contribution = 1, fully contribute = 2)</p> <p>i) Tackling poverty through advice and information giving.</p> <p>ii) Promoting social inclusion and equality.</p> <p>iii) Tackling homelessness.</p> <p>iv) Promoting community safety and health and well-being.</p> <p>v) Community sector support e.g. neighbourhood projects, playschemes, youth & community activities, twinning.</p>		

vi) Supporting arts, culture & leisure pursuits. vi) Improving our local environments. vii) Creating local prosperity and employment.		
Total score objectives / strategies		/ 16
2. <u>Finances</u> <i>(Score this section as follows, max 15 points)</i> i) Accounts / financial plan provided /statements satisfactory? <i>(score as good = 3, adequate = 2, poor = 1)</i> ii) If applying for money for a specific project, estimated costs provided / reasonable? <i>(score as good = 3, adequate = 2, poor = 1)</i> iii) Other sources of funding or other resources? Will the application lever in other funds if this grant is awarded? If so how much £ <i>(score as: lever in more than request = 3, same level = 2, less than = 1)</i> iv) If application for start-up costs what is the level of risk to the Council in providing grant requested? (Do we know anything about the groups work / ability to deliver?) <i>(score as high risk =1, medium = 2, low = 3)</i> v) Would the project remain viable if only part of the request was funded? <i>(score as 100% = 0, 75% = 1, 50% = 2, 25% = 3)</i> vi) What is the lowest grant that could be given? £		
Total finances score		/ 15
3. <u>Need / Demand / Targets & Outcomes</u> i) Evidence of need / demand? <i>(score as no evidence = 0, little recent</i>		

evidence = 1, good quality recent evidence = 2)		
ii) Are the targets measurable and realistic? (<i>No targets = 0, Just measurable & achievable = 1, Measurable & achievable = 2</i>)		
iii) Do the outcomes relate to the measurable targets? (<i>no relation = 0, some relation = 1, well related = 2</i>)		
iv) Has the organisation outlined its intentions for future funding? (<i>intending to apply again solely to City = 1, Intends to reapply to range of sources including City = 2, intends to resource project from other sources = 3</i>)		
Total score need / demand / targets & outcomes		/ 9
GRAND TOTAL		/ 40

4. Officers Recommendation

Recommend a grant of £

The purpose of the grant is:

Recommend that the following conditions are attached to the grant:

Do not recommend a grant because (please list reason(s)).

Date:

<p><u>Basic Requirements</u></p> <p>i) Voluntary / community group run by a committee having a constitution or set of aims stating how the group will operate?</p> <p>ii) Grant would be of direct benefit primarily to Oxford residents?</p> <p>iii) Organisation has a bank/building society account and has provided an up to date bank statement?</p> <p>iv) Organisation has provided copies of previous years accounts that are appropriate to the size of the organisation (if a new organisation have they provided a budget plan and details of income / expenditure to date?)</p> <p>v) Provided an equal opportunities statement / included in constitution?</p> <p>vi) If requesting contributions to salary costs are staff paid minimum wage?</p> <p>vii) If received money last year, monitoring form returned? performance satisfactory / conditions met?</p>		
<p>Are all basic requirements met? YES / NO <i>(Please indicate)</i> <i>If NO then application declined – please state in the comments column which requirement not met.</i></p>		