

Subj: **questionnaire and meeting note**
 Date: 08/10/2008 12:36:41 GMT Daylight Time
 From: gordon.sharp@dundeecity.gov.uk
 To: lormac1053@aol.com
 CC: ken.mcara@dundeecity.gov.uk

Hi Laurie,

Many thanks for the questionnaire. I think more is needed in order to do both Eighteen and Under and the VIP project justice. I've added some stuff from what you provided to Stuart and ask you to check this and expand as appropriate. I've put some comments in capitals and please delete when you think you have enough down. I want to make sure that the questionnaire does justice to what you do and it will help when we come to discuss outcomes. In relation to outcomes you should have received an email from Leilla about the Evaluation Scotland sessions. You mentioned that you might be able to suggest a person and that would be good.

Can you please go through what I've done, but feel free to take a couple of weeks. I'll remind you if you're late.

I also attach a meeting note and any corrections then let me know.

You could also clarify my understanding, which is that: -

The FSF money is paying for the delivery of the VIP programme in Dundee Education Dept. schools and nurseries. The programme resources have been purchased through the trading company by the Education Dept. direct. The VIP programme via the Education Dept, relates to the programmes for children and young people.

Lastly, can you please forward your audited accounts and any annual report for Eighteen and Under and your trading company - Dundee Young Women's Centre. Plus, any fairly recent evaluation would be helpful, especially if including feedback on the VIP programmes.

Any questions, please give me a phone - on 435821 as I've had to move desk, again!

All the best - Gordon

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Date: 3rd October 2008	FSF No.
Name of Project: 18 and Under	FSF Officer: Gordon Sharp
Type of meeting/visit: Introductory Meeting	People present: Gordon Sharp, Laurie Matthew, Ken McAra
Purpose of meeting: To explain FSF and the work of the team, update information and prepare for outcomes.	
Information/notes: Discussion and tour were helpful in understanding the project. The FSF contribution is the only City Council contribution. Ken McAra established as link with education Department. Strategic liaison may be Head of Secondary Education.	
Follow up action(by whom): Q. to be emailed by Gordon for completion over next couple of weeks. Accounts (both sets) and annual report to be forwarded to Gordon by Laurie.	
Date of next meeting:	21/11/2008 - 1.30pm

36% bullying
 Violence street 15%
 " school 11%
 home 6%
 Sex ass 5%