



cvs south gloucestershire

supporting developing representing

Making your Organisation Work

WORKSHOPS TO RUN YOUR GROUP EFFECTIVELY

WINTER PROGRAMME 2012

Sustainable Funding

CVS SOUTH GLOUCESTERSHIRE

Mulberry House, Kingswood Foundation, Britannia Road, Kingswood, South
Gloucestershire BS15 8DB
Tel 01454 865205

sarah.buckle@cv-sg.org.uk

Introduction to Sustainable Funding

This course is designed for Managers and Trustees of VCS organisations who wish to develop a strategy and plan to ensure that their organisation can continue to operate in a challenging environment. Priority will be given to groups based in Kingswood Locality Area, though places may be available for groups in the wider South Gloucestershire or beyond.

In an increasingly unstable funding climate, you can start to build a more sustainable future for your organisation. The course will:

- explore the range of income sources open to groups,
- help you to consider appropriate strategies for your particular organisation,
- assist you in developing your fundraising plan.

Feedback from this course includes:

A very encouraging and informative day. I came away with ideas to put into practice and a feeling of optimism, that sustainable funding is possible.

One of the most specifically targeted and useful training days that I've been on

Trainers: Helen Black and Geni Hall-Kenny
Date: Tuesday 6 December 2011
Venue: TBC in Kingswood
Time: 9.30am to 4.00pm
Cost: £30 for the first delegate, £50 for two from the same organisation

Trading: Grow Your Own Income

How to earn income, and strengthen your organisation through trading.

About the course

Trading is a great way to build organisational independence and sustainability. Get the technical and cultural aspects right and social enterprise will drive growth. Participants will explore the key issues through games, discussion and activities drawing on examples and case studies from across the voluntary sector.

Key topics covered on the day;

- *How trading will fit with your organisation*
- *The key role of business planning and finance*
- *Your budget and pricing strategy*
- *Legal issues and organisational structure*
- *Developing the right products*

The day culminates in an exciting peer-mentoring session where you can share ideas and learn from the experience of your sector colleagues.

All participants receive a free copy of the [Good Guide to Trading](#), a comprehensive guide to setting up trading and enterprise (RRP £25).

Who should attend:

This interactive workshop is for individuals in voluntary and community organisations who may have a trading idea or who want to encourage new ideas for earning. It is designed for a mixed audience of staff, managers, trustees and volunteers.

It is an opportunity for all groups to explore new ways of generating income - and will be especially useful for those who have attended our 'Introduction to Sustainable Funding' courses.

Trainers: NCVO
Date: Wednesday 25th January 2012
Venue: TBC
Time: 9.30am to 4.00pm
Cost: £30 for the first delegate, £50 for two from the same organisation

Grant Fundraising

Develop your skills in grant fundraising – and increase your success in securing income from a range of sources.

This is a rare opportunity to talk directly with Big Lottery and NCVO (National Council for Voluntary Organisations). At a time when grant funding applications have become much more competitive the day will provide practical tools to support anyone in fundraising or writing funding bids.

- Identify the key principles of a good application and common mistakes to avoid
- Look at Awards for All funding scheme from Big Lottery and consider if an application may be appropriate
- Consider the wide range of trusts and Foundations and how you might generate income from these sources

You will also receive training in how to search national funding databases to find funding opportunities that are right for you.

Trainers: Big Lottery, NCVO and CVS Development workers
Date: Wednesday 15th February
Venue: TBC
Time: 9.30am to 4.00pm
Cost: £30 for the first delegate, £50 for two from the same organisation

Sustainable Funding: Action Planning

A one day workshop helping you to move from theory to action.

About the course:

During the day you will learn how to build a strong and practical sustainable income strategy, understand why this requires more than just fundraising, and learn how you can involve and win over other members of your organisation.

The event uses presentations and interactive exercises to compare income streams, apply the discipline of marketing to fundraising, examine what systems and processes you may need and consider how you can anticipate and manage risk.

You will leave the day with an action plan for:

- Developing a sustainable income approach aligned with your mission and vision.
- Understanding the external environment and future proofing your ideas.
- Identifying organizational strengths and addressing weaknesses.
- Finding and making best use of resources, people and skills.
- Setting achievable targets for your plan and overcoming barriers to making them a reality.

Make It Happen is grounded in the [Sustainable Funding approach](#) and uses real-life examples from across the breadth of the voluntary sector. We will also use tools and techniques developed with CASS business school and charity marketing expert Ian Bruce.

Who should attend?

This is an intermediate level course aimed at individuals from voluntary and community organisations who have an understanding of the principles of Sustainable Funding but are finding it difficult to create a practical strategy that can be quickly put into action.

Trainers: NCVO
Date: Wednesday 29th February 2012
Venue: TBC in Yate
Time: 9.30am to 4.00pm
Cost: £30 for the first delegate, £50 for two from the same organisation

Commissioning for Public Services – for Trustees and Managers

This introductory session will give an overview to trustees and managers of commissioning and procurement processes and provide trustees an understanding of their legal responsibilities.

For trustees and managers of charities who want to find out about commissioning and competitive tendering as a possible new avenue for their organisation. This course will enable you to understand the principles, processes and assess potential risks and benefits to your organisation.

Trainers: Helen Black and Maxine Powell
Date: Wednesday 14th March 2012
Venue: TBC
Time: 4pm to 7.00pm
Cost; **Free of charge**

Training for Management Committees and Boards of Trustees

Over the years CVS South Gloucestershire has worked with many Boards of Trustees and Management Committees. We are now able to offer a bespoke training service to work with a Committee or Board on any aspect of governance or organisations development.

If you are re-focussing your organisation, have new Committee or Board members, need to undertake some business planning or just wish to review your operation we could help.

For more information contact Helen Black on 01454 865205 or
helen.black@cvs-sg.org.uk

Cancellation Policy Cancellations: If you cancel your place on a training session, you will need to give at least 2 weeks' notice to ensure no cost is incurred. Anything less than 2 weeks' notice, the full cost of the course will be invoiced.

Booking Form Winter 2012

Date	Course	Venue	Fee	Participant

Organisation Name

Address

Tel;

Email

Working with partners to build a strong voluntary and community sector, funded by



We are an NCVO Sustainable Funding Beacon, supported by the Big Lottery Fund



National Council for Voluntary Organisations
Sustainable Funding Project



Full details of all courses can be found on our website at www.cvs-sg.org.uk