

Third Sector Assistance for External Grants

1. Background

- 1.1 External grants are a significant source of additional financial resources for a wide variety of organisations; whether they are a Public Authority, Local Authority, Charity, Social Enterprise, Limited company by guarantee, Public Limited Company(PLC), Private Limited Company (Ltd.) or a Voluntary & Community Organisation.
- 1.2 Cambridgeshire County Council is a Local Authority and has its own officers for developing and submitting bid applications as well as the Innovation in External Grants team for assisting services with this process and co-ordinating bids across the Council.
- 1.3 Third Sector organisations in Cambridgeshire (Charity, Social Enterprise, Limited company by guarantee or a Voluntary & Community Organisation) do not always have the dedicated resources in their own organisations and require assistance.
- 1.4 It is important to remember that there is already support in place for the Third Sector in Cambridgeshire, and that the County Council should be able to direct any Third Sector organisation in Cambridgeshire to these.

2. Overview

- 2.1 The available support is divided into three areas; Council for Voluntary Services, Other Organisations and Web-Based support.
- 2.2 Appendix of further contact details can be found below.

3. Council for Voluntary Services

- 3.1 The core function of these organisations is the representation, support and development of Third Sector Organisations. These are, in-part, funded by the District Councils and Cambridgeshire County Council. They provide district based infrastructure for generalist organisations.
- 3.2 CVS should be the first point of call for funding advice and they will refer a group on to a specialist infrastructure organisation where this would be helpful. Funding is usually the trigger for seeking advice, but when it comes to developing an application a whole host of other developmental needs arise, such as developing policies, business plans etc.
- 3.3 They also provide advice on:
 - Funding
 - Quality Standards
 - Developing Standards
 - Governance Arrangements

3.4 Cambridge CVS

- 3.4.1. Cambridge CVS is an independent registered charity, set up by local organisations in the 1980's as an support and network organisation to help community and voluntary groups in Cambridge and South Cambridgeshire. Services are classified under three broad headings; Representation, Networks and Organisation Development.
- 3.4.2. Cambridge CVS can help groups identify possible funding sources often using GrantFINDER. Local community and voluntary groups can find potential funding

opportunities, free of charge, through a funding search facility available at Cambridge CVS.

3.4.3. Cambridge CVS can give advice on how to write a good bid and on monitoring and reporting back once funds have been secure. Full cost recovery and other aspects of money management are also popular topics with groups and feature regularly in the CCVS training events.

3.4.4. Further information can be found on their website at: www.cambridgecvcs.org

3.5 **Hunts Forum**

3.5.1. Hunts Forum of Voluntary Organisations is an umbrella body for voluntary and community groups in Huntingdonshire. They support voluntary and community organisations with information, advice and training. Advice and information on starting up or accessing funds is available to any group in the Huntingdonshire district free of charge for the first consultation. However, after one meeting or advice session, they do ask groups to consider joining Hunts Forum before receiving further support.

3.5.2. Specifically, Hunts Forum membership brings access to the following services:

- Information, advice and training on all aspects of running a voluntary or community group.
- Signposting to other sources of support or help as appropriate.
- Access to other members (community/voluntary groups)
- Regular newsletters.
- Access to our database of over 600 documents and publications.
- Access to photocopier and laminator.
- Reduced cost access to any training we run.
- Fundraising advice and information about sources of funding.
- Free use of Fundfinder and access to the Directory of Social Change's web site, Trustfunding.
- Discounted room hire.

3.5.3. Further information can be found on their website at: www.huntsforum.org.uk

3.6 **Fenland CVS**

3.6.1. FCVS is an infrastructure organisation for the Voluntary and Community Sector in Fenland, North East Cambridgeshire.

3.6.2. FCVS provides a range of services for local member groups including:

- Training courses on a wide range of topics.
- General information and advice.
- One to one advice and support on a range of issues including funding, setting up and developing organisations, policy/planning.
- Bi-monthly newsletter with the latest on local and national issues.
- An annual Directory.
- Access to their resource centre and library.

- Access to a range of equipment which members may borrow free of charge.
 - Representation of the views of the sector at Strategic meetings and partnerships.
- 3.6.3. They have two toolkits which have been developed in conjunction with Fenland District Council. These toolkits will be useful to Fenland groups to develop their organisations and help them to submit good quality funding applications.
- 3.6.4. Copies of the toolkits are available from FCVS or can be download from either the resources page of the FCVS website or from Fenland District Council website www.fenland.gov.uk. Specific details of the resources available are listed below:
- 3.6.5. Funding Alert Bulletin - Providing member groups with the details of up to date funding opportunities.
- 3.6.6. Funding Insert – Additional information included in their newsletter. .
- 3.6.7. Jargon Buster - A list of some of the more common terms used, and an attempt at the definitive explanation for them.
- 3.6.8. Writing a Tender – Advice on how to dissect exactly what’s involved in a tender process.
- 3.6.9. Further information can be found on their website at: www.fenlandcvs.co.uk

3.7 Voluntary and Community Action for East Cambs

- 3.7.1. The Voluntary and Community Action for East Cambs provides support to other voluntary organisations by providing much needed training, advice and guidance, on things as diverse as governance and fundraising together with access to IT equipment and a resource library.
- 3.7.2. They help groups in becoming “fit for purpose” through achieving charitable status, assisting with policy development, governance issues and training.
- 3.7.3. Members receive regular newsletters and e-bulletins, plus groups receive a fact pack full of invaluable information regarding the charity commission, trusteeship, volunteers and the law.
- 3.7.4. They also run the VITAL (Voluntary sector Information Training And Liaison) lunch forum, which provides an opportunity for networking, catching up on relevant information, and occasional briefing sessions to provide more in depth information. VITAL lunches are open to anyone whose group serves a community in East Cambridgeshire.

4. Other Organisations

4.1 The Social Enterprise People

- 4.1.1. The role of The Social Enterprise People is to promote and develop democratically organised enterprises owned and controlled by the membership. These include organisations such as:
- Co-operative businesses
 - Community businesses, such as a day nursery owned and controlled by parents and the children
 - Social firms which are co-op businesses offering paid work in a supportive environment, to people with either learning or mental health disabilities

- The promotion of co-operative practice, particularly with regard to people marginalized in the labour market

4.1.2. The Social Enterprise People exists to provide help and advice in:

- Drafting business plans
- Cash flows and financial management
- Market research
- Assessing the feasibility of prospective co-operatives
- Access to sources of funding
- Choosing an appropriate legal structure
- Registering new co-operatives
- Access to a small loans fund to help set up and develop co-operatives
- Training

4.1.3. Further information can be found on www.thesocialenterprisepeople.co.uk

4.2 Cambridgeshire ACRE

4.2.1. Cambridgeshire ACRE (Action with Communities in Rural England) is the rural community council for Cambridgeshire and Peterborough.

4.2.2. They:

- Engage with the rural communities of Cambridgeshire and Peterborough by supporting community participation, providing funding advice, facilitating community-led planning and setting up new projects.
- Work in partnership with individuals and organisations and seek to influence policy makers at local, regional and national level.
- Carry out research and analysis, building a rural evidence base that underpins and advises on our own work and that of others.

4.2.3. Cambridgeshire ACRE has a strong background in managing and distributing grant funding streams on behalf of other agencies. It is their policy to involve the local community in the decision-making process wherever possible and, to this end, they usually organise local grant panels, inviting local people to join in and make decisions on which groups to fund.

4.2.4. If a local community group or organisation is looking for sources of funding, they can provide a list of major funders to whom they might like to apply. ACRE's funding advice is very focussed on local rural based project work, for example play spaces, village halls and landfill taxes, they are keen not to duplicate the CVS generalist advice

4.2.5. Further information can be found on www.cambsacre.org.uk

5. Web-based support

5.1 GRANTnet

5.1.1. GRANTnet, a straightforward free-to-use service from GRANTfinder, can help organisations to identify suitable funding.

- 5.1.2. Information on over 4,000 grants and other incentives is rapidly identified by answering a few simple questions about the activity that the organisation wishes to undertake and the type of funding required. There are several steps and, at each step, a Help screen provides assistance in completing the required information.
- 5.1.3. The system is updated regularly to ensure access to the very latest funding information and includes funds from Europe, the UK Government and local authorities. GRANTnet also provides a link to experts from Business Links in England, Scottish Enterprise, Invest Northern Ireland, the Flexible Support for Business service in Wales and the Enterprise Europe Network in the UK - so once a grant has been identified, advice is available on submitting an application.
- 5.1.4. Access to GRANTnet is provided through the Business Link East license for the GRANTfinder database.
- 5.1.5. Further information can be found on www.grantnet.com .
- 5.2** www.cambridgeshire.gov.uk
- 5.2.1. Support and training for 3rd sector organisations regarding funding and commissioning is a top agenda item for Cambridgeshire County Council's 3rd Sector Commissioning Group.
- 5.2.2. Further information can be found on <http://www.cambridgeshire.gov.uk/council/depts/ecsoffice/learning/compact/> .

Appendix 1

CONTACT DETAILS FOR 3RD SECTOR (VOLUNTARY & COMMUNITY) FUNDING ENQUIRIES

1. FUNDING ADVICE & ASSISTANCE

Local CVS offers funding advice, including access to on-line resources such as Grant Net or Funder Finder. They also run training sessions on fundraising and can help with organisational development that may be required for a funding application, for example health and safety.

- **Cambridge Council for Voluntary Service** covering Cambridge City and South Cambridgeshire
01223 464696 <http://www.cambridgecvcs.org/>
- **Voluntary & Community Action East Cambridgeshire** covering Ely and East Cambridgeshire
01353 666556 website currently unavailable
- **Hunts Forum** covering Huntingdonshire
01480 420601 <http://www.huntsforum.org.uk/>
- **Fenland Council for Voluntary Service** covering Fenland
01354 659772 <http://www.fenlandcvcs.co.uk/>

Other organisation can help with specific funding, such as:

- **Cambridgeshire ACRE** Funding for rural projects, including Parish Planning and advice on village halls
01353 860850 <http://www.cambsacre.org.uk/>
- **The Social Enterprise People** Advice and support with regard to commissioning and general social enterprise development
01223 360 977 <http://www.thesocialenterprisepeople.co.uk/>

2. SMALL GRANTS SCHEMES

- **Awards for All**
Grants up to £10,000 <http://www.awardsforall.org.uk/england/>
- **Cambridgeshire Community Foundation**
Manage the county council vulnerable adults small grants scheme & a range of other funds
01223 410535 <http://www.cambscf.org.uk/>
- **Young Lives** Manage the county council small grants scheme for organisations working with children, families and young people
01480 494333 <http://www.young-lives.org.uk>

3. LOCAL AUTHORITIES

The following local authorities manage their own small grants schemes:

- **Cambridge City Council** www.cambridge.gov.uk
- **South Cambridgeshire District Council** www.scambs.gov.uk/
- **Fenland District Council** www.fenland.gov.uk/
- **Huntingdonshire District Council** www.huntsdc.gov.uk/

For further information visit www.cambridgeshire.gov.uk and search under 'Compact' or contact: Sandie Smith, 3rd Sector Development Officer, Cambridgeshire County Council, 01223 715471 sandie.smith@cambridgeshire.gov.uk