



# Fit For Funding

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# Preparation

- Governing Document
- Annual Accounts
- Bank Statements
- Community Consultations and Research
- Obtaining Accurate Costs



Important groups can access this information;

- Governing document – constitution, trust deeds, articles and memorandum of association. Ask group if they have seen their governing document and would be able to access it for an application. Don't worry if they are really old – 100 year old trust deeds are still relevant today!
- Annual accounts – are they up to date? Have they been audited if you are required to do so.
- You will be required to send copies of your latest bank statements.
- Have you obtained accurate prices for the items you require? This may be quotes from contractors, internet & catalogue research etc.

# Searching for Grants

- **Local Support and Development Organisations – Funding Advisers**
- **Books - e.g. Directory of Grant Making Trusts**
- **Funding conferences/fairs**
- **Newsletters**
- **Searchable databases**

[www.fundingcentral.org.uk](http://www.fundingcentral.org.uk)

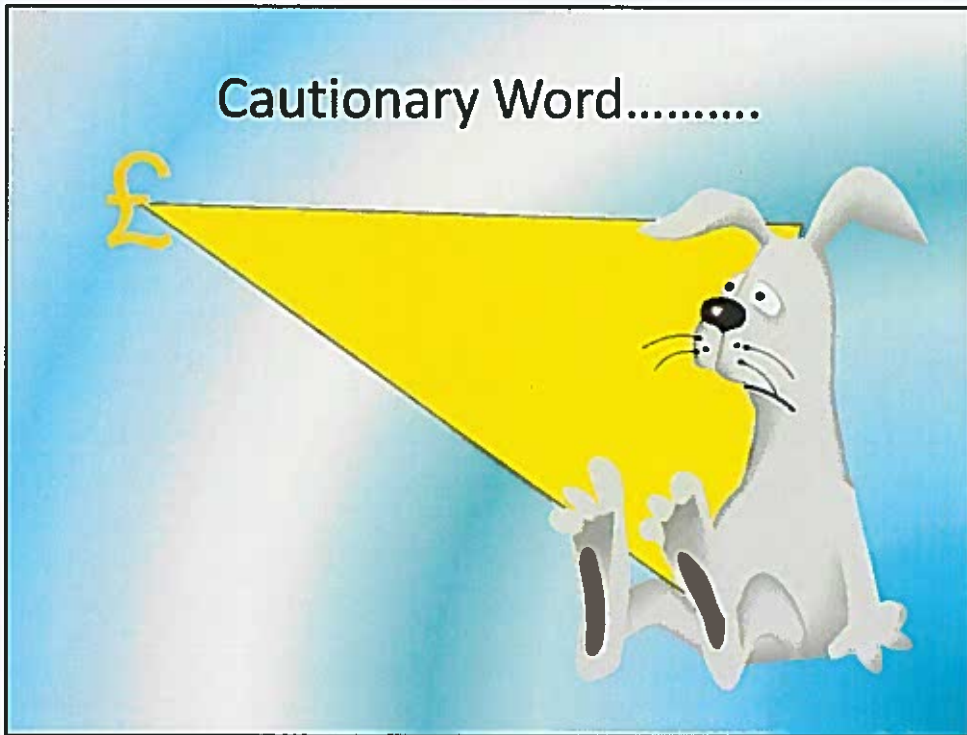
[www.grantnet.com](http://www.grantnet.com)

[www.j4bcommunity.co.uk](http://www.j4bcommunity.co.uk)



Word of warning – directories of funding are great starting point but are not particularly good at filtering out ineligible grants.

## Cautionary Word.....



**Don't become the bunny blinded by the 'lights' of possible funding. Beware of chasing particular funds just because they are there. Do not be funding led and change your project completely to fit the funders priorities as you will be in danger of stepping outside your aims and objectives and what is set in your constitution.**

# How does your project relate to the funders priorities?



Make sure you are applying for the right funds for your project

# Outcomes

What will change as a result of your project?

Remember this is about the people and not a building, garden, park etc!



Highlight notes in red!

This is not about saying we will have a better looking village hall or we will have a new swing and slide!

## Example Outcomes

- Reduction in anti-social behaviour
- More young people engaged in positive activities
- Improved family relationships
- More positive community attitude to young people



Some practical tips on how to write outcomes:

-Wording is important. The words need to indicate the fact that you're working towards change, to emphasise this change use words like more, better, increased, reduced, improved.

-Do your outcomes link logically to the need you have identified?

- Are your outcomes short and clear?

- A single project may identify outcomes at a number of levels. For example, a family centre may identify outcomes for children, their families and for local schools.

- Outcomes need to be achieved by the end of the project and must link to a programme outcome.

- An easy way to think about outcomes is by thinking about who will benefit, how things will change, and what will change:

1. Who should relate to the people or organisations who will benefit, and should be specific e.g. Local families with autistic children.
2. 'How' should relate to change or difference, such as improving, reducing,

expanding;

3. 'What' should tell us what is going to change – opportunities, skills, knowledge, confidence, access to services.
4. Avoid using broad terms like 'the whole community will have better services.' This is not specific, and is likely to be unrealistic.



## Monitoring & Evaluation

- Annual surveys
- Feedback Forms
- Comment Boxes
- Observations
- Attendance Records
- Video Diaries
- Social Network Sites – Facebook...



Discuss the best ways this can be done in order to reach as wider group as possible.

The evidence you collect at the start of the project to show it is needed forms a baseline for you then to show the changes the project has made to people.

## Summary of Top Tips

- Clearly identify a problem
- Back that up with facts
- Propose a solution – PROJECT
- Check eligibility criteria
- Funders don't bite!
- Check application



**Questions??**



Nothing GREAT  
was ever achieved  
without enthusiasm.

- Emerson

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