

**SPECIAL
POINTS OF
INTEREST:**

- What have we been up to?!
- Drop-in day
- The amazing work our Funding Advisers have done in each district
- Working with individuals
- Local Network Fund

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A little word about our *new* CIB Review

Welcome to our *new* CIB Review.

You may well be thinking “Hold on a minute, I’ve just received the Inform newsletter from CIB?” Well, just to explain, the purpose of Inform is to concentrate on one particular theme, the last one was working with local government. Therefore, we thought it would be a nice idea to put together a more informal newsletter about the Charities Information Bureau, including news and information on what we have been doing as an organisation for the last year and what our aspirations are for the coming year.

So we hope you like it and will find it useful!

What have we been up to?!

They do say that one of the more stressful things you can do is to move. Perhaps we forgot this here at CIB, as not only did we take on the task of moving premises this year, there was also the additional recruitment of 3 new members of staff and a change of name at the same time!

Even this being the case, the move went successfully and we have now settled into the new surroundings along with getting to know new faces.

From October 2007, we altered our name to Charities Information Bureau South & West to reflect the areas we

cover and also changed our legal status so that we are now a charitable company limited by guarantee. All of these changes have meant for quite a face lift and has put CIB in a much stronger position in which to continue our level of service.

The handling of funding enquiries continues to be a regular activity for the team at CIB. Based on figures for the last 3 months (July to September) the amount of enquiries we have dealt with for the whole year will hopefully be over 1000 for the third year running. The



Happy in our new office!

greatest concentration of enquiries has been welfare and children/youth related, which combined, make up just short of 50% of the enquiries. The North and West Wiltshire districts are those that have generated the majority of enquiries for us, with just over 50% being from these areas combined. The Kennet and Salisbury areas have approximately accounted for a further 25% of the enquiries.

We are always happy to receive feedback (especially from people who we have helped to achieve funding), so please email us with any comments you have. Also, our funding database can be accessed through our website, so please let us know if you would like to register to use the database. Email: sylvia@cibwilts.org.uk

The work of our Funding Advisers

Jane Butler - Funding Advice Team Leader and adviser for Swindon area

Jenny Moss - Funding Adviser for Kennet and Salisbury areas

Mary Waters - Funding Adviser for Bath & North East Somerset, North and West Wiltshire areas

Swindon

Jane Butler, continues to be closely involved in the development of Swindon Employees in the Community Network (SEitCN) and she has advised the Network's planning committee since its inception in 2003. The Network brings together some of Swindon's major employers with the local voluntary sector to promote and encourage employer supported volunteering. As well as seeing an increase in the number of practical projects completed by teams of employees (CIB had the toilets in its own new offices painted by a team from Motorola!), the Network has also encouraged employees to lend their business skills to local groups and to serve as trustees. Help has been given with business planning, human resource advice, finance, websites and marketing. The model of promoting volunteering through a network of employers and voluntary sector organisations was pioneered through SEITCN and has attracted much attention across the UK. Jane works closely with Volunteer Centre Swindon and spoke at a national conference in November 2006 and has also advised embryonic networks in Milton Keynes, Basingstoke and Gloucester. CIB continues to work with Voluntary Action Swindon to provide funding advice to groups.

Kennet and Salisbury

Projects in the Kennet and Salisbury area vary from the very small, such as a village toddler group needing funding of less than a thousand pounds, through to much larger groups who are planning to raise £2million for building projects! Regardless of how much a group is

seeking to raise, they all share a huge amount of goodwill. At CIB we meet so many people who are willing to give up their time for the general good and improve their local area or services. In Salisbury district, CIB works in partnership with Salisbury District Council and Wessex Community Action as the South Wilts Funding Advice Service and since April 2006, 235 enquiries have been made from groups. In the Kennet district, where we work alongside Voluntary Action Kennet, 142 enquiries were made during this time. Depending on the group and their needs, our assistance can be in the form of a search of our CIB funders database, giving telephone advice, or a visit to the groups premises or group member's home.



An example of recent success is **Greatwood**, a charity in Marlborough that is a home for retired racehorses and works with disadvantaged youth. They contacted CIB last summer and received funding advice which was invaluable in helping them successfully fundraise. "It was so helpful, we couldn't have done it without CIB", Elizabeth Frearson at Greatwood explains, "We were put on the right trail!"

North Wiltshire, West Wiltshire and Bath & North East Somerset (B&NES)

Overall, the enquiries in these areas covered a wide spectrum of organisations, from the very small

community groups up to branches of large national charities, all with the same thing in common – how can we raise more money? The amount of experience and knowledge of funding varied as well. Since April 2006 over £500,000 has been recorded as being raised by the groups we have worked with in these three areas and, although this is not really an accurate figure (some people just don't tell us), and not really a way to measure success (applications fail for many reasons – not always because they are bad), we feel proud to have been part of all that hard work and effort put in by so many people.

Here's one success story: "After many years of fund raising commencing with the sale of "bricks" in 1998, our 1970's hall has been transformed into a Hall fit for the 21st century. To improve the hall even further during 2006, the Trustees decided to apply for a grant from Awards for All after a meeting with and being advised by Mary Waters of the CIB. Our application was for a grant of £4,307 to install a state of the art system which included a Loop and PA system with radio microphones, together with a DVD/CD player and a ceiling mounted projection unit. The grant was given in full. This sophisticated modern equipment has enabled hirers to improve the presentation of lectures, seminars, meetings, and enabled the Trustees to hold "film" shows under licence. The Trustees are most grateful to all our benefactors and supporters."

*Yvonne Trudgett ,
Sutton Veny Village Hall*



"Regardless of how much a group is seeking to raise, they all share a huge amount of goodwill. At CIB we meet so many people who are willing to give up their time for the general good and improve their local area or services".

Our Training Courses



CIB is continuing to be able to offer the 'Advising Voluntary and Community Groups on Funding Issues' course for all workers with a responsibility or interest in giving funding advice to groups.

We are currently half way through our 4-day programme for a group in Newport, and their portfolios are due to be submitted for marking in January. We are very much hoping to be able to offer the course more locally early next year, possibly in Swindon. As soon as the venue is confirmed, the flyer and booking form will be sent round to all our usual contacts.

We are also delighted to report that we have been approached by a residential college in Birmingham who have booked two CIB tutors to deliver the course for the college in February/ April 2008. This is the second time we have been able to stretch up into the West Midlands. Being approached and commissioned by a reputable teaching environment demonstrates our growing reputation and professionalism for delivering high quality, accredited training. Even more excitingly, the training team will be developing new accredited and non-accredited courses for delivery to groups, funders and funding advisers in 2008 and is currently in the middle of a recruitment drive for new tutors to work with our existing team.

2008 promises to be another busy, exhilarating year!

"...this new partnership demonstrates our growing reputation and professionalism for delivering high quality, accredited training".

National Funding Advisers Network



Improving support for a stronger third sector

In the South-West, we are fortunate enough to have a number of established funding adviser networks, each providing support to its funding adviser members. This is not the case across all regions. Following research conducted by Sheffield Hallam University, the Finance Hub, part of Capacitybuilders, wanted to set up a project to look at how a National Network for funding advisers might work.

A partnership of organisations with an interest in meeting the needs of funding advisers won the contract for this project and CIB is one of those partners.

Much progress has already been made since the summer, most significantly perhaps the consultation with funding advisers and networks from across England and Wales on how they would like to see a National Network

run which, we are pleased to say, was extremely well contributed to.

Rosemary, Chief Executive Officer, is now in the process of developing a business plan for the National Network which must include suggestions for funding.

Clare, Training Team Leader, is also involved in the development of a new unit for a Level 4 course aimed at funding advisers.

Working with individuals

Almost half of CIB's enquiries continue to come from individuals in need. We maintain a database of funders, both national and local, who will help individuals with a variety of needs. Some trusts are very small and very local; others are dedicated to people from a particular profession or with particular disabilities or needs. Many enquiries come to CIB from social workers, health professionals or other support workers, but we also speak directly to those needing financial help, including students and families buying new school uniforms.

We provide an individual list of potential funders to each enquiry, together with some notes on how to make a good application, including a sample letter.

CIB also handles a number of "miscellaneous" enquiries about dealing with charities. Most commonly we are asked where to dispose of unwanted furniture, whether charities are bogus, and for contact details of charities.

Grass Routes

Knowing that groups in rural areas have particular problems when it comes to fundraising, CIB is currently working with The Community Foundation for Wiltshire & Swindon on a pilot project called Grass Routes, funded by Capacitybuilders. We are giving practical fundraising advice to smaller groups in rural areas, identifying how the help they need is different, and developing new advice materials. The result will be a report showing how rural groups can be helped to get funding advice, and a set of tested materials, covering fundraising strategies, sources of funding, applying for funding and keeping track of fundraising.

So far, CIB's three fundraising advisers have been enjoying meeting a variety of groups, from a Brownie pack in Salisbury district to an older people's club in North Wilts. We never cease to be amazed by the enthusiasm and resilience of volunteers running activities with very little funding and hope that our advice and support can help make their job a little easier.



Local Network Fund for Children and Young People



From 2003-2007, CIB supplied specialist support to the Local Network Fund in Wiltshire and Swindon which was administered by the Community Foundation for Wiltshire & Swindon. By the time the Fund closed this summer, CIB had handled almost 900 enquiries from people looking for funds to help them provide activities for disadvantaged children.

CIB organised publicity for the Fund, producing various versions of a "yellow flier" which could be seen widely across the county on noticeboards in churches,

shops, community centres, schools and anywhere we could reach really local groups needing funds for their work with young people.

CIB gave help with setting up new groups, identifying need, preparing budgets, articulating benefits and generally filling in the application form. We developed expertise in formulating child protection policies and ran training for small groups on safeguarding children.

2007/8 was sadly the final year of this government fund, administered locally by

The Community Foundation for Wiltshire and Swindon, and a year's worth of grants had to be allocated in the first 4 months. CIB had a huge publicity push and worked with a large number of groups to ensure that there were enough applications to make this happen. Now the successful groups are busy spending the money to the benefit of children and young people, and at CIB we are applying what we learnt from delivering LNF support to our on-going general funding advice.

Thank you!

Everyone here would like to say a big thank you to all those who have made donations in recognition of our help to Charities Information Bureau South & West.

It is a real pleasure for everyone at CIB to provide the advice they do in order to see others helped in their activities, and all donations help towards continuing this work. So far this year we have already

received over £300 from various organisations and individuals who have received our services and as mentioned we would like to say that all amounts have been greatly appreciated.

CIB is grateful to the following organisations and individuals for their new or continuing financial support.

We look forward to continuing our association with them next year:



Castlefields Canal & River Park
Lansdowne Hall
Derry Hill
Bath Hospital Radio
Diana Farrow
Amesbury Children & Families Team
Broad Hinton Village Hall
Cricklade & Swindon Railway
SW Holidays for the Disabled
Bradford on Avon Station Group
Pilgrims' Association
UKOWLA - Nick Maurice

Charities Information Bureau South & West

Unit 7a, Bath Road Business Centre, Bath Road, Devizes, Wiltshire, SN10 1XA

Tel: 01380 729279. Email: enquiries@cibwilts.org.uk

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Drop-in day!

We are celebrating our move to new offices by hosting a Drop-in day. This is due to be held on Wednesday 6th February between 10am and 4pm and you are all invited!

It's a great opportunity to meet us all, find out more about what CIB do and have a look around. If possible, please let us know if you would like to come along or you can simply turn up on the day.

The new building has given us more space and we are settling in brilliantly. We are lucky enough to have a Conference Room which will be available to hire. It is ideal for meetings, presentations and training. Refreshments are provided and buffet lunches can be arranged if required.

Come along to our Drop-in day and check it out!

For further details or to make a booking, please contact us on 01380 729279 or email us at enquiries@cibwilts.org.uk