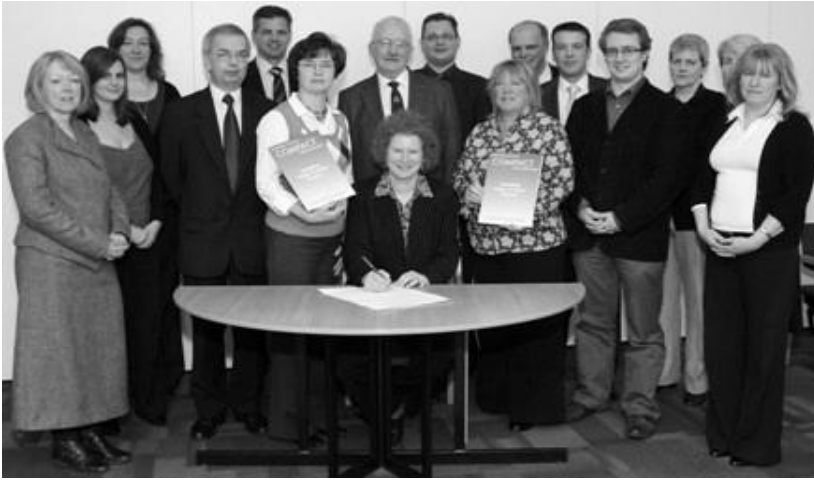


# BEDS-SPREAD

February 2009

## Compact - Central Beds Sign Up



At a ceremony on 14th January, **Jaki Salisbury** (Chief Executive of the new **Central Beds Unitary Council**) signed the authority up to the **Beds and Luton Compact** (the working agreement for the voluntary and statutory sectors in the county). Has your organisation signed up yet?

## Credit Union Development



On Thursday 22nd January 2009 **Bedford Credit Union** launched their first collection point in Mid Beds at **Shefford Baptist Church**. Amongst others **Mid Beds District Council Leader Tricia Turner** and **Shefford Mayor Paul Machin** were on hand to mark the event by opening new accounts. **Bedford Credit Union** have also launched their new website at [www.bedfordcreditunion.org.uk](http://www.bedfordcreditunion.org.uk)



## Community & Voluntary Service

Mid and North Bedfordshire  
43 Bromham Road  
Bedford  
MK40 2AA

Tel: 01234 354366  
Fax: 01234 347503

E-mail: [info@cvsmidandnorthbeds.org.uk](mailto:info@cvsmidandnorthbeds.org.uk)  
Web: [www.cvsmidandnorthbeds.org.uk](http://www.cvsmidandnorthbeds.org.uk)

## Contents

Page 2

**Quality Standards /  
Local Voluntary Sector  
Training Opportunities**

Page 3

**CVS Training  
Opportunities**

Page 4 - 6

**Funding Opportunities**

Pages 7 & 8

**Snippets**

## Contacts

To email the people below simply prefix the individual's first name to [@cvsmidandnorthbeds.org.uk](mailto:@cvsmidandnorthbeds.org.uk)

<i>Martin Trinder</i>	<i>Chief Officer</i>
<i>Ian Curtis</i>	<i>Collaborative Working Officer</i>
<i>Mark Smith</i>	<i>Information Officer</i>
<i>Maxine Hayes</i>	<i>Funding &amp; Development Officer</i>
<i>Jane Owen</i>	<i>Funding &amp; Development Officer</i>
<i>Jan Warnier</i>	<i>Training and Events Officer</i>
<i>Linda Bulled</i>	<i>VOC Officer</i>
<i>Mira Talo</i>	<i>Finance Administrator</i>
<i>Kay Brennan</i>	<i>Office Assistant</i>



## FUNDING FAYRE 2009

Wednesday 17th June 2009  
Bedford Corn Exchange

Get the date in your diary!

Serving the Voluntary and Community Sector in Mid and North Bedfordshire

Registered Charity: 1091423

## USEFUL RESOURCES

### Finding Opportunities to Tender for Public Services

As we move progressively into the era of 'open and competitive tendering for public services' more and more Third Sector Organisations will become interested and decide that this type of business is for them. CVS has now created a webpage that aims to help inform you about where to look for tenders locally, regionally and nationally.

The 'Tender Opportunities' page can be accessed at [www.voluntaryworks.org.uk/cvsmidandnorthbeds/TenderOpportunities.asp](http://www.voluntaryworks.org.uk/cvsmidandnorthbeds/TenderOpportunities.asp), so bookmark this page to keep up to date with local, regional and national developments.

### Using New Media to reach new audiences

The New Media Trust has just produced a booklet entitled 'How to use New Media' that is available to download from <http://digbig.com/4ydqs>. The booklet shows how voluntary and community groups can employ the following examples of new media in reaching new audiences:

- **Social Networks** - ([www.facebook.com](http://www.facebook.com), [www.bebo.com](http://www.bebo.com) and [www.myspace.com](http://www.myspace.com)). Why not create a page for your organisation and as these networks are built around the idea of 'friends', you may find the 'friends' of your organisation increasing dramatically, especially amongst younger members of the community.
- **Blogs** - (such as [www.wordpress.com](http://www.wordpress.com), [www.blogger.com](http://www.blogger.com) and [www.typepad.com](http://www.typepad.com)). Blogs are online narratives that your organisation could use in highlighting or reporting on particular issues or events. They can also be interactive in that those reading your blog can comment on the entries you post, so you can really engage with your audience (that may include volunteers, users etc).
- **Forums** - (such as [www.forumotion.com](http://www.forumotion.com)). Setting up a forum could really benefit your organisation in that they allow a discussion between users. Once set up they are cheap to run, encourage the exchange of ideas and build up a online community for your organisation.
- **Flickr** - ([www.flickr.com](http://www.flickr.com)). It is often said that a picture is worth a thousand words. The Flickr site allows you and your supporters to upload images to the site where your organisation can create a Flickr group around your groups issues. The images are then free to view and can be an effective means of promoting your cause.
- **Wikis** - ([www.wikispaces.com](http://www.wikispaces.com)). You may have heard of Wikipedia (a collaborative encyclopaedia that anyone can contribute to), well Wikis essentially offer a giant whiteboard, where individuals from an organisation can add articles and pages and in the process amass lots of material that can be connected and made searchable. In essence the result will be an organisational encyclopaedia that everyone can get involved in and everyone can view.
- **Online Video** - ([www.youtube.com](http://www.youtube.com)). The growth in cheap video cameras, particularly cheap mobile phone cameras, the availability of free video-editing software and in particular the explosion in sites that allow you to store, share and then embed videos in other sites, has meant we can all make films that

### Other Useful Websites

- **Microsoft Templates** - (<http://office.microsoft.com/en-us/templates>). Microsoft have built up a library of templates that you may find useful, after all 'why reinvent the wheel!' Templates range from budgets to timesheets, so why not take a look!
- **Zamzar** - ([www.zamzar.com](http://www.zamzar.com)). This new website provides online file conversion. For example you could upload a word document and the website can convert this into a PDF file. You will be notified by email that the file has been converted, with a link to where you can download the converted file. You can even store your converted files on the site.

# TRAINING OPPORTUNITIES

<p><b>Progressing into Partnership (Half-day)</b> Thursday 12th February 2009</p> <p>Working in partnership may be the key to survival for many organisations. Many funders are looking for more groups to be working in partnership. This half-day course will give you an understanding of the policy background, different partnership models and the steps to take to get into partnership!</p>	<p><b>Creating a Better Business Plan</b> Thursday 19th February 2009</p> <p>If you are looking for larger amounts of funding, most funders will expect applicants to have a Business Plan. This course will explain what a Business Plan should include and how it can help with developing and sustaining the work of your organisation.</p>
<p><b>Making a Good Funding Application (NEW)</b> Tuesday 24th February 2009</p> <p>The aim of the workshop is to develop understanding of how to make grant applications — to local authorities, companies, trusts etc. Plus how to structure and present the most convincing application and how to avoid common pitfalls.</p>	<p><b>Volunteers and the Law: Payments and Perks</b> Wednesday 25th February 2009</p> <p>The seminar will cover such subjects as tax and national insurance implications of payments to volunteers, volunteers and employment rights, volunteers and the national minimum wage, volunteers from overseas and volunteer agreements</p>
<p><b>Getting Tender Ready (NEW)</b> Tuesday 3rd March 2009</p> <p>If you want to know about tenders, contracts and how your organisation needs to prepare itself for this brave new world, this is the place to start. The workshop will focus on public sector funding, so it is a must for those holding or wanting funding these sources.</p>	<p><b>Behaving More Assertively (NEW)</b> Thursday 5th March 2009</p> <p>Anyone who feels that they don't always manage exchanges with others very well. If you think that you allow others to impose on you, find it hard to say "no" and tend to let others make decisions for you, this day will help.</p>
<p><b>Presenting Your Tender</b> Thursday 12th March 2009</p> <p>40% of all competitive tenders are won after giving a presentation to an assessment panel. This course will give you the opportunity to receive guidance and practise your skills in a supportive learning environment before you have</p>	<p><b>Cost and bookings for these workshops</b></p> <p><b>£10 per delegate.</b> For further details please contact <b>Jan</b> at <b>CVS</b> on <b>01234 354366</b> or email: <b>jan@cvsimidandnorthbeds.org.uk</b></p>

## Luton Rights - Free Workshop for Staff & Volunteers

- **FRIDAY 20<sup>th</sup> March** - 10.00am to 3.00pm - Community & Voluntary Service, 43 Bromham Road, Bedford
- **THURSDAY 26<sup>th</sup> March** - 10.00am to 3.00pm - Voluntary Action Luton, 15 New Bedford Road, Luton

**Luton Rights** is a Voluntary Sector Advice Agency which has provides advice on debt, welfare benefits, employment law and support for people to gain skills and employment. As part of a project funded by **HM Revenue & Customs (HMRC)** **Luton Rights** are offering a free training workshop for staff & volunteers from voluntary & community groups in Bedford and Luton who work with clients who will benefit from Tax Credits, Child Benefit, Child Trust Fund and the National Minimum Wage. The workshop will provide also provide information about signposting and referral opportunities who work with people in the community who will benefit from these **HMRC** services. The workshop will introduce the Getting it Right! Project and how it can support your group, increase awareness and understanding of Tax Credits, Child Benefit, Child Trust Fund and the National Minimum Wage for staff & volunteers, identify signposting and referral routes for your clients to receive Advice and support to access these services and develop skills and confidence for staff & volunteers to provide information about these services and effective signposting & referrals.

If you are interested in attending one of the training workshops in either Bedford or Luton please email [rob@lutonrights.org](mailto:rob@lutonrights.org) or phone **01582 453372** to request a booking form.

# FUNDING

## Important Awards for All News

The Lottery's Awards for All programme comes to an end in March 2009. If you have partially completed an application, you will need to finish it off and submit so that it is received by 31<sup>st</sup> March. From 1 April 2009 new small grants programmes will be available from:

- **Big Lottery Fund** will launch a new small grants programme on 1 April 2009 awarding grants of £300 to £10,000 to local communities in 2009-2010.
- **Sport England** will provide small grants for sports ranging from £300 - £10,000 from 1 April 2009.
- **Arts Council England** will provide small grants through their existing 'Grants for the arts' programme, supporting awards between £1,000 and £100,000.
- **Heritage Lottery Fund** small grants will be provided through the existing 'Your Heritage' (£3,000 to £50,000) and 'Young Roots' (£3,000 to £25,000) schemes.

## Funding for Sport in the Community

**Sport England** has published its new funding strategy, setting out the investment programmes that will be available to organisations delivering grassroots sport from April 2009. The report can be downloaded from:

<http://digbig.com/4yeam>

'**Funding sport in the community**' explains how investment will be focussed on organisations and projects that can deliver the key outcomes of Sport England's overall strategy - 'grow, sustain and excel'.

Sports clubs, voluntary and community organisations, local authorities and education establishments will be able to apply to these four open-access funding streams worth a maximum of £45 million per year:

- Up to £30 million will be invested via regular themed funding rounds that meet specific needs of community sport
- £7 million will be available in small grants of between £300 and £10,000 to support sporting projects across England
- £3 million will be distributed through Sportmatch, enabling community clubs to make the most of the funding they receive from the private sector by matching that investment
- £5 million will be invested, through a new Innovation Fund, in projects that identify and pilot new ways of promoting and supporting grassroots sport

Website: [www.sportengland.org](http://www.sportengland.org)

## B&Q Celebrates 40<sup>th</sup> Birthday with 40 Community Awards

**B&Q** is launching this year's community awards scheme, the **One Planet Living® (OPL) Awards**, with a 40th birthday twist – 40 winners. This means that 40 projects around the country will benefit from up to £10,000 of **B&Q** products if they can demonstrate how their activities will support one of the following themes namely Save energy, Conserving nature, Local culture & heritage or Grow your Own. This year the B&Q OPL Awards will be giving £10,000 of B&Q products to one community group that shows how they will significantly contribute to working towards a one planet way of living. In addition, B&Q is offering four awards of £5,000, followed by thirty five awards of £2,000, to groups who actively demonstrate how they meet the above themes. To apply for an award, visit [www.diy.com/awards](http://www.diy.com/awards) or call the B&Q application hotline number on **0845 300 1001**. The closing date for entries is the **27th March**.

**Download the Updated Fundraising Toolkit**



# FUNDING

## Funding Workshops

### Fit for Funding

This workshop will cover all the basics to get you to the stage where your organisation will be able to apply for funding. We will go through all the documentation you will need, including your governing document, policies, budgeting, and explain the basics of outcomes and demonstrating need. There will also be the opportunity to go through examples of funding applications and guidance on the use of our resources area, including a demonstration of **funderfinder** and **trustfunding.org.uk/companygiving.org.uk**.

- **Monday 2nd March 2009 (7pm - 9pm)**
- **Wednesday 1st April 2009 (10am - 12pm)**
- **Monday 1st June 2009 (7pm - 9pm)**



### Demonstrating Need and Understanding Outcomes

This workshop will build on the skills you gained from the **Fit for Funding** workshop and will explain how to identify and explain the need for your work, plus define aims, outcomes, targets and milestones. Through using practical examples and an interactive workshop we aim to make sense of some of the most common problems groups have when making funding applications.

- **Saturday 21st February 2009**

If you would like to attend one of the workshops please contact **Kay Brennan** on **01234 354366** or email **kay@cvsmidandnorthbeds.org.uk**

## £2.4 million investment fund for community enterprises and other small rural businesses in Greensand Ridge

A group representing local rural business and community interests is looking to invest **£2.4 million** in community enterprises, farms, forestry and other small rural businesses (including local charities) in the **Greensand Ridge** area of Bedfordshire and Cambridgeshire over the next 5 years. **The Greensand Ridge Local Action Group**, chaired by **Charles Whitbread** of **The Southill Estate**, has secured the multi million pound investment fund through the **European Union's** and **United Kingdom's Rural Development Programme for England**. The Group aim to use this fund to support the local rural economy to become more competitive and sustainable. A Greensand Ridge rural development strategy and investment prospectus has been produced by the Group to help guide its grant funding investment activity and that of others. "We are looking to invest some of our **£2.4 million** grant funding to develop multi-use centre's serving rural communities, local tourism and leisure facilities and low carbon businesses across the Greensand Ridge", said the Group's Chairman, **Charles Whitbread**.

For further information on this exciting funding opportunity, please contact: **Joel Carré** on **01767 626458**; or visit: [www.greensand.org.uk](http://www.greensand.org.uk). There is real potential for charities to collaborate and achieve long lasting change in the area with appropriate projects. In the first instance visit the website and consult the prospectus to view the investment fund streams and the area covered. Then if there is a fit with your potential project contact Beds Rural Communities Charity, as facilitators are available to assist in the development of appropriate projects.



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

## NEWS

### An Update on the Local Survey of Voluntary and Community Organisations Update

Thank you to all those organisations who completed the recent Third Sector survey – we had over 400 responses from across the county, which was excellent! A summary of the results is currently being prepared and will be available on the CVS website or on request. The next stage will be the development of an action plan with local statutory agencies to ensure that the local environment for Third Sector organisations to 'thrive' is present. We will keep you updated in future editions of Beds-Spread.

The winner of the free laptop was

### Bedfordshire and Luton Third Sector ICT Support Needs Survey - Main Findings

Over 150 groups recently took part in the **Bedfordshire and Luton Third Sector ICT Support Needs Survey** and the report has now been published. You can download the main findings from the CVS website. The report interestingly reveals that **45% would consider using a Bedfordshire and Luton Circuit Riders/ICT Support Service** and **40% agreed there was a real and genuine need for a Bedfordshire and Luton Circuit Rider/ICT Support Service for the voluntary sector.**

The report will be used to evidence the need for greater ICT support for the local voluntary groups in future funding applications by ourselves and others on behalf of the sector.

### Update on the Third Sector Building

Regular readers will be aware that CVS has been working on plans for a 'third sector building'. Such a facility would offer office space, meeting rooms, and opportunities for the reduction of back office costs, such as IT, telephony, etc. A feasibility study, which was undertaken in 2008, outlines the potential and costings for such a building. The building is likely to offer self contained office space for both organisations both large and small. We are currently in the fundraising phase of the project, but if your organisation might be interested in taking office space in such a building, and you have not already come forward, or you would just like more information on the project, please contact **Martin Trinder** on **01234 354366**, or email [martin@cvsmidandnorthbeds.org.uk](mailto:martin@cvsmidandnorthbeds.org.uk)

### Goodbye Gerry, hello Will

Many readers will want to join us and say a big farewell to **Gerry Sansom**, the Manager of the **Volunteer Centre Bedford**, who retired at the end of December. (However, Gerry will become a Trustee of the organisation). **Will Sparrow** has been appointed as the new Manager, and he can be contacted on **01234 213100**, or email [vb@bedfordvb.org.uk](mailto:vb@bedfordvb.org.uk)

### Is your organisation affected by the Recession?

Please do let us know if you are being affected by the current economic downturn. Are you seeing fewer donations, or more clients needing your service, or more volunteers? Providing us with a local picture will help us to argue for any additional funds to help you through this period. Email [martin@cvsmidandnorthbeds.org.uk](mailto:martin@cvsmidandnorthbeds.org.uk). You may additionally find 'Defending Local Grants' from the **Local Grants Forum** of use, the leaflet can be downloaded from <http://digbiq.com/4yeek>.

## SNIPPETS

### FREE learning taster sessions in rural areas of Bedfordshire

**Beds County Council Adult and Community Learning** and **Beds Rural Communities Charity (BRCC)** are offering **FREE** learning taster sessions in rural areas of Bedfordshire. Sessions available are Basic Computing (ICT), Job searching, First Aid Awareness, Manual Handling, Safety at Work, Jewellery Making, Papercrafts, Digital Photography, Desk Top Publishing and Childcare Careers Advice. Sessions can be arranged for groups of 5 or more people, so if you think this may be of interest to you and your group, please contact **David Maxwell (BRCC)** on **01767 626 466** or **Lynne Leonowicz (Beds CC)** on **01525 402785** or **07917 028 046**

### Trustees Needed

Two local organisations are in need of further trustees/board members, namely:

- **Bedfordshire Refugee and Asylum Seekers Support (BRASS)** - Set up in 1999 in response to the large number of refugees arriving in Bedford their volunteers provide quality advice to this sector of the population. They are managed by an executive committee of volunteer trustees and are looking for individuals with an interest in this issue to join them to further the aims of the organisation. Telephone **01234 211381** or email [info@brass27b.org](mailto:info@brass27b.org) to find out more.
- **Bedford Credit Union** - a financial co-operative owned and controlled by their members. They offer savings and great value loans plus they are local, ethical and know what their members want. They have recently extended their bond (area of operation) to cover Mid Bedfordshire and are particularly looking for new board members from that area. If you are interested telephone **01234 346352** or email [bedcu@tiscali.co.uk](mailto:bedcu@tiscali.co.uk).

Remember to register your organisations need for trustees and volunteers with the **Volunteer Centre Bedford** on **01234 213100** or email [vb@bedfordvb.org.uk](mailto:vb@bedfordvb.org.uk)

### Giving World Online

**Giving World Online** connects donors of surplus goods directly with charities and communities in need. The website contains a database of business surplus goods (end of line stock, ex samples etc), accessible at the click of a button to charities and voluntary groups helping disadvantaged people. Website: [www.givingworldonline.com](http://www.givingworldonline.com)

### Children, Young People & Families Voluntary and Community Sector Stakeholder Events

- **Bedford Borough Council Event** - Tuesday 10th February 2009 - 9.30am to 2.30pm (including lunch) at Bedford Corn Exchange
- **Central Bedfordshire Council Event** - Thursday 26 February 2009 - 9.30 to 2.30pm – (including lunch, at a venue to be confirmed)

Come along and have a voice and meet the new respective Directors of Children's Services and the Assistant Directors of Commissioning (and other key people). These events are so important - bring your Chair, Trustees, Service Managers and Volunteers. We need as many people to attend as possible - to be an informed sector; an engaged sector and a consulted sector. For more information contact **Linda Bulled**, Voluntary Organisations Consortium Officer at [linda@cvsmidandnorthbeds.org.uk](mailto:linda@cvsmidandnorthbeds.org.uk) or ring her on **01234 354366**.

# SNIPPETS

## Do you give hands-on support to voluntary and community groups in Bedford Borough?

If so, whether you are a paid worker or volunteer, please come to:

### Bedford Borough Workers' Forum

Wednesday 12<sup>th</sup> March 2009

At 43 Bromham Road, Bedford (corner of Union Street) - 9.00am for tea/coffee, toast and networking

*Further Workers Forums on 10th June, 10th September and 9th December 2009*

Please phone **Jane Owen** on **01234 354366**

Or email [jane@cvsmidandnorthbeds.org.uk](mailto:jane@cvsmidandnorthbeds.org.uk) for more information

## Stables Christian Centre - Bolnhurst

Meeting rooms for hire, in tranquil rural setting, with use of kitchen and access to 5 acres of grounds, including woodland and meadow. Ideal for planning days, small youth events etc. 15 minutes' drive from Bedford. Please see our website: [www.stableschristiancentre.co.uk](http://www.stableschristiancentre.co.uk), phone: **01234 376237** and/or call in to view the facilities.

## Printer and Printer Cartridges needs good homes

**CVS Mid and North Beds** have a printer that is surplus to our requirements. It is **FREE**, so if your organisation is interested please register your interest and will do a draw to see which organisation is successful in securing this item. The only proviso is that you will have to collect it from our offices. The Printer in question is a **Brother MFC 9660 - Five in One Printer** that also Faxes, Copies and Scans documents.

We also have a number of black toner cartridges that are available for FREE. They are: 5 x **Sharp 226T** (suitable for Sharp Printers SF2216, 2218, 2220 and 2320); 3 x **Sharp AR-400T**; 2 x **Brother TN200** suitable for Brother Printers HL720, 730, 730 Plus, 760 or Fax 8000P, 8200P). Again, the only proviso is that you will have to collect it from our offices.

Please contact Mark Smith on **01234 354366** or at [mark@cvsmidandnorthbeds.org.uk](mailto:mark@cvsmidandnorthbeds.org.uk) in both instances.

**Beds-Spread** is the Newsletter of **Community & Voluntary Service Mid & North Bedfordshire, 43 Bromham Road, Bedford, MK40 2AA**. Tel: **01234 354366**. Email: [info@cvsmidandnorthbeds.org.uk](mailto:info@cvsmidandnorthbeds.org.uk). Website: [www.cvsmidandnorthbeds.org.uk](http://www.cvsmidandnorthbeds.org.uk). Registered Charity: **1091423**. Company limited by guarantee, Registered in England No. **4312967**.

**Beds-Spread** is distributed to voluntary and community groups across Mid and North Bedfordshire, as well as to Town and Parish Councils, Councillors (Beds County Council, Mid Beds District Council & Bedford Borough Council) and to local libraries. **Beds-Spread** is also available to download from our website at [www.cvsmidandnorthbeds.org.uk](http://www.cvsmidandnorthbeds.org.uk), where previous copies can also be accessed.

Please note:

- Every care is taken to provide accurate information, however **CVS Mid & North Beds** accepts no responsibility for any errors or omissions in, or complaints arising from, items in this publication.
- Inclusion of information in this newsletter does not imply endorsement by **CVS Mid & North Beds**.
- Please feel free to replicate any articles, as long as you credit **CVS Mid & North Beds**.

Contributions are welcomed. Deadline for copy for inclusion in the next issue of **Beds-Spread: 2nd March 2009**

Send copy to **Mark Smith** at [mark@cvsmidandnorthbeds.org.uk](mailto:mark@cvsmidandnorthbeds.org.uk)

*CVS Mid & North Beds operations are funded by:*

**Bedfordshire County Council, Bedford Borough Council, Mid Bedfordshire District Council, Capacitybuilders/Change Up, The Learning & Skills Council, The Bedford Charity, Investing in Communities, East of England Development Agency and The Learning Partnership Bedfordshire & Luton**