

# CaDVAS Newsletter

April 2009

Issue 5

## In This Issue

[CaDVAS News](#)

[Members' News](#)

[Other news](#)

[Training and Events](#)

## Contact details

Don't forget our mobile number which is:

**07595 543411.**

Please let us know if any of your contact details change so that we can keep our database up to date. If you receive this newsletter by post but do have an email address, please let us know so that we can email future mailings to you and so keep costs down. Thank you.

[Join Our Mailing List!](#)

## CaDVAS News

**CaDVAS** membership continues to grow. Our members are drawn from an increasingly wide range of sectors and include organisations working with children and young people, elderly people and carers; in health including mental health services; in counselling, advice and support services; and in community centres and neighbourhood associations.

In addition to the general Directory of Organisations that we manage with Canterbury City Council via the Community Portal, we would like to set up a directory of **CaDVAS** members, to facilitate the networking and information-sharing that you have identified as valuable. We will be contacting you after Easter to set this up and hope that you will all agree to sharing your contact details with other members of **CaDVAS**.

We are delighted to welcome **Jan Poynter** to the **CaDVAS** team. Jan is going to be concentrating on seeking the funding which we need if we are to grow and develop and therefore become better able to respond to the changing needs of our members.

### **FOR THE COMMUNITY BY THE COMMUNITY**

**Whitstable Umbrella Community Centre** is a voluntary organisation which strives to provide a fully inclusive community centre for the whole community. It aims to improve the health and well-being of local people through the various activities and services the centre provides.

We are currently looking for volunteers who are willing to join the **management committee of trustees**. They should desirably have a business or management background, but it is essential they have an interest in their local community and empathy for issues around health and well-being.

We are also seeking people to join our band of dedicated volunteers who support the centre and assist with various activities, including fund raising.

This is your chance to give something back to your Community.  
If you are interested and would like more information please contact:

**Janet Cowell - Centre Manager** at: Whitstable Umbrella Community Centre, on **01227 274880**.

### **WE ARE LOOKING FOR PEOPLE TO JOIN OUR BOARD OF DIRECTORS**

**Skillnet Group Community Interest Company** is a social enterprise (not-for-profit organisation) working with people with learning difficulties (sometimes called learning disabilities).

The mission of the Skillnet Group is to support people to speak up, make choices, be heard and taken seriously.

We support people with and without learning difficulties to work together equally to develop projects and support networks and to change attitudes about disability in society generally.

We support people to develop opportunities and become more independent in all aspects of life, including; learning, work, housing, health, money, transport, leisure and relationships. We focus on making links within local communities so that people with a learning difficulty have an equal place as citizens within

mainstream society and are not segregated.

We are looking for people to join our **Board of Directors**.

We are looking for people with a wide range of skills and interests. We are particularly interested in hearing from people with learning difficulties and disabled people but applications are welcome from anyone with the right attitude!

- The Board meets at least 4 times a year in East Kent.
- All directors are also expected to attend some of our Decision Team meetings and additional Skillnet Group events.
- The posts are voluntary but we will be able to meet reasonable expenses.
- All directors receive induction training and we are currently developing a new training package for all directors
- These posts are for 3 years. Then directors automatically step down from the board unless people specifically vote for them to stay or unless there are not enough directors on the board at that time.

For an informal discussion to find out more and an application pack, call:

**Jo Kidd (Chief Executive):**

**07968 105862 or 01227 752607**

**Fax: 01227 752607**

E-mail: [jo.kidd@skillnetgroup.co.uk](mailto:jo.kidd@skillnetgroup.co.uk)

Web: [www.skillnetgroup.co.uk](http://www.skillnetgroup.co.uk)

Informal interviews will be held at our Decision Team meeting.

Successful applicants will be needed to come to a following Board Meeting to be formally voted in.

(We will require you to undertake an enhanced Criminal Records Bureau Check for this post. You will also be required to declare all past convictions, whether spent or not, as this post is exempt from The Rehabilitation of Offenders Act 1984.)

## **CHANGE OF NAME**

**The Northgate Ward Over 60's Community Service** has changed its name to:

**Over 60's Community Service (Northgate Ward & Canterbury District).**

Our contact details have not changed:  
Tel: 01227 456616  
Fax: 01227 781184  
Email: northgateward@oversixties.fsnet.co.uk

## **CHANGE OF ADDRESS**

From Monday 30th March, **The Umbrella Centre of Herne Bay** will be moving to new premises at:

**54 William Street  
HERNE BAY  
Kent CT6 5PB**

Please use this address for all correspondence. Our telephone number and email addresses remain the same.

All sessions and activities that took place at Underdown Works will move to 54 William Street. Woodwork and gardening sessions will continue to take place at St George's Avenue and St Peter's Church respectively.

To help the move progress smoothly, please could you use our official title Umbrella Centre of Herne Bay rather than 'Herne Bay Umbrella', in any correspondence in the future.

We look forward to welcoming you at our new premises.

## **CHANGE OF CONTACT DETAILS**

**Canterbury and Thanet Cruse Bereavement Care** have a new email address which is:

[canterbury@cruse.org.uk](mailto:canterbury@cruse.org.uk)

All their other contact details remain the same.

**Other news**

## **Learndirect Volunteer Referral Service**

My name is **Ken Baughan**, Learndirect Centre Manager here in Canterbury.

We are looking into the possibilities of expanding our volunteer referral service through the Canterbury and Herne Bay Volunteer Centre, and make volunteering more attractive by offering the structure and the CV enhancement of a **qualification** to complement the skills they'll develop with you.

We're hoping to persuade more people in general to volunteer, also help those who at present are **unemployed** to volunteer (and inform them of how they can claim AND work, and get some **training** to help them get back into work). We'd also like to provide you with access to often highly **skilled European volunteers** who are willing to give up their time in order to gain international work experience and improve their already good English on a block placement of a few weeks, a month, or maybe longer. We believe that we could fund this through learndirect.

We would like to ask you spend a few minutes completing a very brief survey. That's it! We'll then collate and analyse all the information we receive and use it to try and create a programme with the Volunteer Centre that gives you more of the volunteers you need, more of the time.

Thanks for your time.

Ken

To complete the survey click on the following link:

<http://www.surveyconsole.com/console/TakeSurvey?id=560650>

## **Free PR guide for small charities**

By Hannah Jordan, Third Sector Online, 16 March 2009

### **Abbey offers help on media relations**

A free online guide to help small third sector organisations improve their public relations has been launched by financial services firm Abbey.

The bank says its **Abbey PR Guide** provides a practical introduction to media relations, including issues such as working with corporate PR teams and hosting journalists at events.

The idea, it says, is to help small charities publicise themselves and develop relationships with supporters and potential volunteers. The 17-page guide,

developed by the Abbey Charitable Trust with the help of professional PR firms and charity communications officers, is divided into six sections, including how to work with corporate partners, what journalists want from media releases and press material and how to plan media activity.

Alan Eagle, manager of the Abbey Charitable Trust, said effective public relations campaigns were vital to making campaigns work.

"Good PR is just as essential for charities, voluntary and community groups as it is for commercial businesses," he said.

Download a copy of the [Abbey PR Guide](#) here.

## Training and Events

### CaDVAS TRAINING

**1.** We are pleased to offer another opportunity to attend **Health and Safety** training, which will again be delivered by Carl Davies from **Kent Safety Training**. The Kent Safety Training team has over 17 years of experience in training and as front line members of the emergency services. Candidates completing these courses will receive a certificate from the instructor, valid for three years.

#### **Fire Safety Awareness**

**Date:** Thursday 14th May

**Time:** 10am - 12 noon

**Venue:** Beach House, Herne Bay

**Cost:** CaDVAS members: 2 places free, further places £10  
Non members: £10

This event is aimed at all staff (particularly new employees) in all workplaces, to help them identify and reduce the risks from fire in the workplace and which conforms to the requirements of the Regulatory Reform (Fire Safety) Order.

#### **First Aid Appointed Person**

**Date:** Wednesday 17th June

**Time:** 9.30am - 4.00pm

**Venue:** Seasalter Christian Centre, Seasalter, Whitstable

**Cost:** CaDVAS members: 2 places free, further places £15  
Non members: £15

This course is suitable for people who:

- Want to learn First Aid which qualifies them to act as the Appointed Person in the workplace, under the terms of the Health and Safety (First-Aid) Regulations 1981
- Want to attend a general First Aid course, or
- Want to learn Emergency First Aid (EFAW).

2. From April 1st this year there have been changes to the **Awards for All** funding programme (see below in our funding news section). To find out more, come along to our information workshop on:

### **Awards for All and other Lottery small grants**

**Date:** Thursday 7th May

**Time:** 10.00am - 12.30pm

**Venue:** Parish Social Centre, Whitstable

**Cost:** This is a free event

### **3. Using media to increase your profile - for free!**

Do you need help getting your message across? Is keeping your profile high even more important in a recession? Do you want to know how to improve your chances of being noticed by the local press and other media? This workshop will be delivered by **Liz Crudginton**, who after completing a degree in journalism and spending eight years working on local newspapers, now runs her own media consultancy.

**Date:** Thursday 21st May

**Time:** 10.00am - 12.30pm

**Venue:** To be confirmed (likely to be a Canterbury venue)

**Cost:** CaDVAS members: 2 places free, further places £10  
Non members: £10

### **4. Trustee and Governance briefing**

**Trustee and governance session:** a two hour briefing session covering the essential duties and responsibilities of trustees. The agenda covers:

- Introduction and welcome
- What is governance?
- The twelve essential responsibilities of the board
- Who are the trustees?
- What are the duties of trustees?
- About legal structures and charitable status
- About trustee liability

The session includes interactive group and pair exercises as well as presentation and discussion, with plenty of time for questions. It also works well as a half day or two evening sessions paired with one of the courses listed below. The course works well as part of a new trustees' induction or as an update or refresher for existing board members.

**Date, time and venue to be confirmed.** Please look out for details on our website at [www.cadvas.org](http://www.cadvas.org) or contact Sue Tucker to register your interest and she will forward details to you as soon as they are available.

To apply for any of these courses please download a [Training Application Form](#) or contact Sue Tucker on **01227 452381** or **07595 543411**

## **DEAF AWARENESS AND DEMENTIA TRAINING**

**Volcare** are hosting two training events at Beach House in Herne Bay:

**1. Deaf Awareness**, to be delivered by **Hi Kent**. This will be a half day course, on the morning of **Wednesday, 3rd June**. If there is enough interest they will be able to run an afternoon session as well. (10 places in all per session.) The cost will be £15 per person, payable on the day. Organisations will be invoiced for any places they book but do not take up.

**2. Working with Dementia**, a full day course to be delivered by **INCARE** on **Monday 27th April**. The course is aimed at people who have significant ongoing contact with people with dementia. There will be 4 places available at £40 per person.

For further information and to check availability of places please contact: **Kate Gollop** on **01227 749400**.

## **PERSONAL SAFETY TRAINING**

Do you, your staff or volunteers ever work alone? If so, this may be for you: **Swale CVS** are hosting a **Personal Safety Workshop** aimed particularly at lone working, on **Tuesday 5th May** 10.30 - 12.30 at Phoenix House, Central Avenue, Sittingbourne ME10 4BX.

The training will be delivered by the **Suzy Lamplugh Trust**, and the price is **£15 per person**. For further information and to book a place please contact:

**Jo Burt**, Swale CVS TRaining Co-ordinator, on **01795 592587**.

## **CDCA NETWORKING EVENT**

**The Canterbury District Community Alliance (CDCA)**, in conjunction with **Canterbury City Council**, will be holding a networking event at the **Neighbourhood Centre in Hersden on Monday 20th April**.

This event will seek both to highlight the support given to the Voluntary and Community Sector by the City Council as well as looking at the actual process of applying to the **Single Grants Gateway**. This will certainly be an opportunity to look at the key changes in this year's application process.

We are aiming to provide workshops relating to the new on-line application process as well as the outcomes and outputs approach which underlies the whole SGG process.

This is a very topical event as applications for next year's grant will be underway (the closing date for applications is May 12th) and, for those considering making an application, this event will certainly be of benefit.

We are also hoping that the Lord Sheriff of Canterbury will be in attendance as well as a number of representatives from the City Council including the Council Leader, Councillor John Gilbey and the Deputy Leader, Jean Law.

If you would like to attend or wish to know further details please contact:

**Alex Krutnik** on **01227 768546** or email: [alex@chbvc.org](mailto:alex@chbvc.org)

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The event will run from 1 - 5pm with lunch provided.

I look forward to seeing you there.

## Funding news

### AWARDS FOR ALL

As many of you may know, for the last ten years the **Big Lottery Fund** has run **Awards for All** as a joint programme with the other three main distributors of Lottery money. From 1 April each distributor will now run its own small grants programme. As a result, the Big Lottery Fund has launched a new-look Awards for All programme.

To find out if the programme is right for you please visit the Awards for All website: [www.awardsforall.org.uk](http://www.awardsforall.org.uk) or call 0845 4 10 20 30 for an application pack.

### ALL TO PLAY FOR ...

There's less than a month left for voluntary and community groups across England to grab a share of a £1.5 million playground renovation programme. Applications to the Department for Children, Schools and Families-backed Third Sector Adventure Playground Fund must be made by **13 April**.

The scheme, which is run by children's support organisation **Play England**, can offer grants worth up to £19,000 to refurbish and upgrade adventure playgrounds that are managed by charities, voluntary organisations and community groups.

Funding can cover both capital costs, such as minor building works and purchasing equipment, and revenue expenditure, including staff costs directly linked to the project.

Proposals must be submitted by **13 April**, with the successful organisations notified by 04 May. All grants must be spent by 31 March 2010. For further information about the **Third Sector Adventure Playground Fund**, visit the **Play England** website at [www.playengland.org.uk](http://www.playengland.org.uk)

## **CONNECTING COMMUNITIES TO THE INFORMATION SUPERHIGHWAY**

Charities and community groups across the UK and Ireland can scoop a helping hand with getting to grips with the internet by entering a long-running competition.

Established in 2000, **BT's Connecting Communities Awards** can provide successful entrants with a brand new laptop computer and free broadband connection for a year.

The scheme aims to tackle digital exclusion and increase the opportunities for people to use IT and the internet. A BT survey carried out last year discovered that 33% of people in the UK are "digitally excluded" by having no access to computers or the internet.

The awards are open to entries from any UK or Ireland-based charity or community organisation that can show how improving IT and internet access will benefit their local area. Social enterprises, Community Interest Groups or profit-making bodies are ineligible. Amongst the 6,000 organisations who have already received support over the lifespan of the scheme are arts and cultural groups, local sports teams, youth clubs, and even "silver surfer" groups showing older people how to use IT.

A new category has also been introduced this year, with up to five organisations encouraged to team up and apply for a Cluster Award, which aims to enhance networking and collaborations between local groups. As well as each participant receiving a free laptop and one year's broadband connection, Cluster Awards will also offer packages of specialist equipment, such as digital cameras and printers, along with a range of online support and advice.

**This year's competition will run over two separate periods:**

### **Round One**

Opens to applications: 17 March.

Postal application deadline: 9 June.

Online application deadline: 11 June.

Winners announced: week commencing 10 August.

### **Round Two**

**Opens to applications: 17 September.**

**Postal application deadline: 5 January 2010.**

**Online application deadline: 7 January 2010.**

**Winners announced: week commencing 8 March 2010.**

For further information about the scheme, visit the BT Community Connections website at [www.btcommunityconnections.com](http://www.btcommunityconnections.com)

For up-to-date news on other funding available, try the following contacts:

Kent4Community, which is a free web based grant search facility, at [www.open4community.info/kent/](http://www.open4community.info/kent/); they also produce a regular e-newsletter; email [administrator@open4community.info](mailto:administrator@open4community.info)

Inside Track, the KCC External Funding service newsletter - email [externalfunding@kent.gov.uk](mailto:externalfunding@kent.gov.uk) to be added to their mailing list or contact Jill Frankland, Projects Officer, External Funding Unit  
Tel: 01622 694055; Email: [jill.frankland@kent.gov.uk](mailto:jill.frankland@kent.gov.uk) for further information.

j4bCOMMUNITY.co.uk produce a regular funding newsletter; email [newsletter@j4bcommunity.co.uk](mailto:newsletter@j4bcommunity.co.uk)

If you have difficulty contacting any of the above, please feel free to contact CaDVAS for further information and advice.



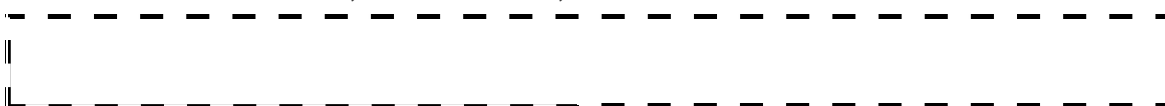
If you have articles for inclusion in the next issue, please contact Sue Tucker at CaDVAS:  
Tel: 01227 452381. Mob: 07595 543411 Email: [info@cadvas.org](mailto:info@cadvas.org).

**Deadline for items for the next newsletter:**

Midday on Friday 1st May - thank you.

Registered Office: Tower Works, Simmonds Road, Wincheap Business Park,  
Canterbury, Kent. CT1 3RA. Registered Company No: 6584654.

CaDVAS can also be contacted c/o: Whitstable Volunteer Centre, St Mary's  
Hall, Oxford Street, Whitstable. CT5 1DD



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