

CaDVAS Newsletter

November 2011

Issue 9

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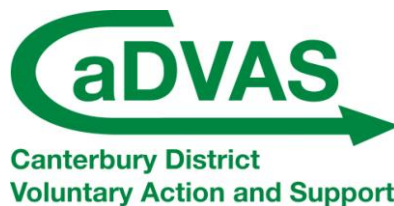
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Next Issue:

Deadline for items for the next newsletter:
Midday on 14th December - thank you. Please send your items to Sue Tucker at the address above or email to sue@cadvas.org

Welcome and CaDVAS News



Welcome to our November 2011 newsletter. You'll find the usual mix of news, events and funding sources currently open for applications, as well as some job opportunities and the chance to have a whole group of volunteers helping you for a half-day next Spring.

We have news of some of the training courses we have planned for 2012. Thanks to those of you who have let us know what you would like us to include in both the general programme and the IT training programme. Keep your suggestions coming so that we can make sure our programmes are keeping up to date with your training needs.

Our next newsletter will be coming out in mid-December (before Sue goes on leave at the start of the school holidays on Monday 19th – see deadline, left) but if you have events you want us to publicise in the run-up to Christmas, remember that we can post them on our website and send out separate mailings, so do let us know.

Training and Events

CaDVAS TRAINING

We are in the process of putting together our training programme for January – July 2012. Full details will be circulated as soon as they are finalised, but so far we know that the programme will include:

- 26.01.12: Volunteer Management
- 22.02.12: Keeping your Profile High – working with local media
- 27.03.12: Improving Your Funding Applications
- 19.06.12: How to Ask for Money

We will also be offering further IT training dates, in line with the results of our recent [IT training needs survey November 2011](#) . If you haven't already completed this, please do so by Friday 25th November and don't forget to let us know if there are any other subjects you'd like to see included in our general training programme.

Other training

Due to popular demand **KCFN** have extended their

Kent Safeguarding Children Board (KSCB) Accredited **Child Protection training!**

Still only £20!

Ashford:

1st December & 16th February

Margate:

10th January & 21st February

Canterbury:

23rd January & 28th February

[For more info please click here](#)



a Social Enterprise Kent partner

“Quality learning with the individual at the heart of everything we do ,”

What we have to offer

- 10 years of experience in delivering quality learning and development
- A grade 2 Ofsted rated training
- Expertise in accessing and applying maximum funding, bringing learning and development opportunities to as many people as possible. For example, £1000 through the Skills South East Leadership and Management Fund, part or full funding for awards through the Skills Funding Agency, etc.
- We are a social enterprise, and by using our organisation we will help you meet your Corporate Social Responsibility (CSR) aims and objectives. Please find a link to our [social impact report](#) and [course prospectus](#)

We offer a wide range of learning and development opportunities to businesses across Kent, including;

- Day training in a range of subjects from health and safety, first aid, and improving communication, to supervisions and appraisals and so many more
- IT training
- Team leader and management qualifications accredited by the Institute of Leadership and Management
- Apprenticeships in customer services, team leading, management and health and social care
- QCFs in business administration, customer services and health and social care
- Employability training (CV writing, interview skills, literacy, numeracy, etc)

If you would like to discuss training opportunities for you or your staff, please contact us on 01227 844 449.

www.learnto.org.uk

We have a few places left on some of our November and December courses

including first aid and health and safety – call us now for details.

KnowHow NonProfit presents:

'Trustee training pack' – online training for your board

This three-in-one training pack gives you and your board the tools and information to govern more effectively. It includes:

1. a **'board appraisal toolkit'** to help you identify and address any problems your board is facing
2. a course on **'effective governance'** (including how to make board meetings work)
3. **'strategy made easy'** - quick wins for developing and implementing an effective strategy

[Preview the 'trustee training pack'](#)

The **KnowHow NonProfit** website includes a section called **How to**; Practical how-to guides, written by people who have **real world experience** on their subjects.

The how-to top ten

Here is **KnowHow NonProfit's** countdown of the most popular guides on KnowHow in the last month. Please read, edit and improve them!

10. [How to maximise regular donations for small charities](#) created by charitycheckout and edited by chrism
9. [How to write a job description and person spec](#) created by TPP and edited by chrism
8. [How to run a website satisfaction survey](#) created by Madeleine
7. [How to write an application to a charitable trust](#) created by jogoldberg
6. [How to use the internet for fundraising](#) created by watfordgap and edited by catherine.lee
5. [How to get funding for a social enterprise](#) created by AndyYates
4. [How to write a compelling job application](#) created by TanyaStevens
3. [How to create a blog for your charity](#) created by amysampleward and edited by watfordgap
2. [How to create QR codes](#) created by Damien Clarkson and edited by watfordgap
1. [How to fundraise in tough times](#) created by gallygaskins

Remember, every guide can be amended or updated – so don't be afraid to log in and make changes if you see something that could be improved.

EVENTS

St Nicholas parade and free art workshop

As you may know there is a St Nicholas parade on the 3rd of December in the centre of Canterbury and, as part of the preparations, on Saturday the 26th November, between 11 and 3, there will be an artist-led free workshop to prepare decorations and the music for the parade, at the Westgate Hall. Full details:

[St Nicholas parade and free art workshops](#)

There will be a service at Canterbury Cathedral on 30th November to mark

World Aids Day 2011:

[World AIDS Day event – overcoming the stigma](#)

Swale & Canterbury Carers' Support Carers' Rights Day, 02.12.11

You are invited to our [Carers' Rights Day](#) event to be held on 2nd December at Teynham Village Hall, Belle Friday Close, Teynham, Kent ME9 9TU. There will be speakers from Jobcentre Plus, East Kent Coastal PCT, Findon Legal and Mr Gordon Henderson MP will also be attending, along with a number of organisation including CASA Support, Milk n More, Wiltshire Farm Foods, Age UK and others.

If you would like a **stand** and area to **display your information**, but haven't yet booked a space, please **contact the office on 01795 583440** as soon as possible. Please distribute this to your networks and any colleagues that you feel may have an interest. We will be providing transport for Carers from the Sheppey and Canterbury areas in order to alleviate any transport issues they may have, there will also be a crèche facility available (please contact the office to book a place).

The Kent and Medway Disability Involvement Forum

will meet on Tuesday 6th December in Margate. For details and to book your place see: [Kent and Medway Disability Involvement Forum meeting 6th December 2011](#)



Book your tickets now for the [Whitstable Choral Society Christmas carol concert](#), Saturday 17th December.

Members' News

GREAT NEWS FOR KASBAH

KASBAH are a charitable organisation that support any disabled person in the County of Kent through a range of support services; information and advice, advocacy, empowerment and specialist services in independent living skills such as support with cooking, budgeting and social skills.

For the last four and a half years, KASBAH have not had a presence in East Kent but thanks to the great team spirit of Strode Park Foundation in Herne, they have agreed to work in partnership with a KASBAH East Kent Advisor who will be on site every Tuesday from the **10th January 2012** to offer advice, information and support on all disability issues.

If you would like further information please contact

Emma or Fred on 01474 536501.

Job Opportunities at Learn to...

Learn to... are looking for:

[Learn to... Sessional Assessor](#)

[Learn to... Sessional Numeracy Assessor](#)

Closing date for applications: 30th November 2011

Other News

Volunteers Available

Concorde International has a group of about 22 teenage Austrian students coming in during the first week of March 2012 who are interested in doing a half-day project for a local charity. Could be interesting, might generate a bit of press coverage? If you have a suitable project in mind, contact: **Ken Baughan** at

Concorde International, Hawks Lane, Canterbury CT1 2NU

01227 451035

ken@concorde-int.com

www.concorde-int.com

Spare stationery/office supplies

Kent Arts Development Unit will shortly be moving into new offices which requires us to radically thin down our storage requirements. Over the years, we have acquired spare items of stationery which although second-hand, are still in perfectly good condition (including suspension files, lever arch files, ring binders, plastic folders, various desk items etc) and are now surplus to requirements.

Naturally we wish to avoid wastage and would be delighted if any of this could be useful to any volunteering or charitable organisations.

If you are interested please contact Lesley Fissenden, Kent Arts Development Unit, Kent County Council, on 01622 696 466 or email ADUGUEST01@kent.gov.uk.

Find out more at our ever growing website - www.kent.gov.uk/arts

101 – Police non-emergency number

From 14th November 2011 communities across Kent will have access to **101**, the new national non-emergency telephone number for the police throughout England and Wales. While 999 is a well-recognised number used to report emergencies, the 2010 British Crime Survey found that only 54% of the public know how to contact their local police if they want to talk to them about policing, crime or anti-social behaviour.

The introduction of the **101** number will give the public a simple, easy way to contact their local police force to report non-emergency crime and disorder, speak to their local officers or make general enquiries. The number is already in use by many police forces around the UK with the last force due to go live in December this year.

We know from their experience that **101** has been well received by the public and has led to improvements in public satisfaction and confidence when calling the police. Further information can be found at www.police.uk/101

Each call to **101** will never cost more than 15 pence, no matter how long you are on the phone – this applies to both landlines and mobile phones.

In an emergency the public should continue to call 999, when a crime is in progress or life is in danger.

People who are deaf or speech impaired can still text ‘police’ and their message to 60066.

Our current number, 01622 690690, will remain in place for callers from overseas but will no longer be promoted as the non-emergency number for Kent Police.

Our Corporate Communications team is leading the introduction of **101** within Kent Police and should be the first point of contact for any queries (Helen Marshall – 01622 652162, Helen.marshall@kent.pnn.police.uk).



Kent and Medway

Maternity public consultation launched in East Kent

A three-month public consultation into the future of maternity services in East Kent has recently been launched. Members of the public, along with midwives, GPs and staff, are being invited for their views on three options.

The options are set out in a full consultation document, plus a shorter 12-page summary version, which are available online now at www.easternandcoastalkent.nhs.uk/maternityreview.

The closing date for responses is **20th January 2012**.



DIGITAL TV SWITCHOVER

Television in Kent and Medway is going digital!

The digital TV switchover is starting in Kent from May 30th 2012.

Analogue TV signals will be turned off and Freeview services boosted to reach all areas. After switchover, virtually all homes will be able to receive digital TV free via an aerial, including those served by local relay transmitters. When you switch depends on which transmitter your TV gets its signal from. To find out when you switch and what your digital options are, visit www.digitaluk.co.uk or call **Digital UK on 08456 50 50**.

What do you need to do?

If you have Freeview, Top Up TV or BT Vision, you will need to retune your digital TV or box at switchover or you will lose channels. Switchover is a two-stage process and you need to retune at both stages. **If you have a satellite or cable service** on all your sets, you will not need to retune as these are not affected by switchover. **If you have 5 channels or fewer** (i.e. analogue TV) on any of your sets, you will need to convert them to digital. **If you're 75 and over, or eligible disabled**, call the Switchover Help Scheme - they can provide everything you need to keep watching your TV.

How Action with Communities in Rural Kent can help

We can provide speakers for your meetings to explain the steps and when to take them. For more information contact Kim Fletcher at digital@ruralkent.org.uk or 01303 813790.

If you would like to be a local champion, supporting your local community, we can give you the information you need, so please contact us. **The Switchover Help Scheme is run by the BBC under an agreement with the Government.** If you are eligible for the Help Scheme, they will write to you to offer you practical help to convert one of your TV sets to digital.

For more information ring 0800 40 85 900 for free or e-mail info@helpscheme.co.uk

You can also get more information at www.helpscheme.co.uk

DSC e-news 26.10.11:

Legal Eyes: An Autumn of Charity law reform

The next few months see some immediate changes to charity law and the start of some processes that may lead to long term changes. What do you need to know and how will it affect you? [Read now.](#)

LINX 201, 28 Oct:

Health and Social Care Bill explained

The Department of Health have produced [a series of fact sheets on the Health and Social Care Bill](#) explaining particular topics contained in the Bill, including its key themes. They include case studies of the policy in action, and answer frequently asked questions.

Age UK is compiling a guide to volunteering activity that supports the health and social care needs of older people. If you would like to showcase the volunteering work you are doing to support older people in this guide please contact eyv2011@ageuk.org.uk as soon as possible.

LINX 204, 17 Nov:

The Localism Act 2011 has received its [Royal Assent](#), so is now law. NAVCA's Chief Executive, Kevin Curley gives a [response](#) on CLG's news page. There is still a lot of uncertainty about how the measures will work and a lot of work needed to make the measures in the Bill help local communities.

As well as the [full text](#) of the Act, you can view a [plain English guide](#) to the Act.

Work Programme concerns

VE has [reported](#) that some volunteer centres have been asked by Work Programme providers to work for no payment. Employment minister Chris Grayling has confirmed that the programme providers should always pay charities for their services. Patrick Butler's [Guardian cuts blog](#) covered this story.



Treasurer Recipe

Single Parent Charity Gingerbread has developed a [range of resources](#) aimed at branch treasurers. The Treasurers Guide, hosted on the Gingerbread website is a practical and well produced plain English guide to taking on the treasurer role and includes templates that can be downloaded and customised.

Civil Society e-news 18.11.11:

Health Bill amendment raises prospect of VAT victory

The House of Lords has voted for an amendment to the Health and Social Care Bill requiring government to report to Parliament on the VAT treatment of supplies used by charities providing healthcare services on behalf of the NHS.

Funding and Finance News

LINX 201, 28 Oct:

At Your Bidding is a guide for charity trustees about **commissioning and tendering for public services**, published in partnership with the Local Government Association.

This publication is not a detailed technical manual on how to tender. The focus is squarely on the key issues that individuals need to be aware of in fulfilling their duties as charity trustees.

At Your Bidding electronic copy

Civil Society e-news 28.10.11:

BIG announces £50m of funding to help sector battle cuts

The Big Lottery Fund (BIG) will open £50m of investment to the voluntary and community sector in England this week to help organisations cope with funding cuts.

Culture Secretary raises concerns about Health Lottery

The new Health Lottery is facing investigations into both its advertising and general structure, after the Culture Secretary voiced concerns about whether it might erode other charitable income.

LINX 202, 3 Nov:

Cash machine donation system

Independent ATM operator Bank Machine is inviting UK charities to [apply](#) to benefit from its cash machine donation system which is due to launch next year. Bank Machine operates over 3,500 cash machines and the donations option will go live during April 2012. Applications must be made before the end of November 2011.

Civil Society e-news 4.11.11:

Public decides on five new BIG programmes

The Big Lottery Fund has announced five new funding streams based on public opinion of how the funder should allocate its money. Strengthening community is a consistent theme across the five Millennium Now project areas, an area which proved popular with the public.

Civil Society e-news 18.11.11:

BIG provides £6m to bolster social investment

Social investment proposals which are already underway, but require additional funding have been thrown a £6m lifeline by the Big Lottery Fund in response to government recommendations.

Funds currently accepting applications include:

Communitybuilders looking for six flagship regeneration projects

Communitybuilders are looking for 6 of the best, most promising examples of sustainable, community regeneration projects in England to be pioneer investees of the new era of the Communitybuilders Fund. To help you find out if your organisation is eligible for a Communitybuilders investment they have an [online eligibility checklist](#). Deadline 9 December.

Prince's Trust Community Cash Awards

[Funding and support](#) to help young people in the UK start up their own project that will benefit their community. The money can pay for: equipment and materials; venue hire; transport costs; advertising and publicity; printing; insurance; volunteer expenses; and to employ other people for aspects of the project, but not for the whole project. Grants of up to £3,000 are available. Young people aged 14 to 25 years are eligible to apply. There are no deadlines.

Warm Homes Healthy People Fund

The [Warm Homes, Healthy People Fund](#) for winter 2011/12 supports local authorities in England to reduce the levels of death and morbidity due to cold housing but they must apply to the fund in partnership with their local community and voluntary sector and other statutory organisations. This local authority circular explains arrangements for applying to the fund for 2011/ 2012. Members may wish to discuss with their local authorities how you could work with them on this.

£100,000 Available for Business Ideas through the Stake Competition

Funded by Channel 4 Education in partnership with Barclays Bank, the Stake is a new competition providing young people in the UK the opportunity to exploit their business and enterprising skills in order to win funding that can be used towards community or business ideas that will make a difference.

The Stake aims to show young people that business and social enterprise can be creative, fun, challenging and that good ideas and passion can be rewarded. The initiative enables the wider public to decide how a total of £100,000 will be spent.

A maximum of six winners will be given up to £20,000 (minimum of £1,000), along with support from Barclays' mentors and youth engagement agency, Livity, to make their ideas become a reality between January and March 2012.

The money can be used to fund a variety of projects; for example a start-up business, a new school skate ramp or a one-off event.

Anyone aged between 16 and 21 years of age can submit ideas about how they would spend a share of the money. To submit an entry, the participant must be resident in the United Kingdom. **The deadline for the receipt of nominations is 23 December 2011.**

Full details: <http://www.thestake.co.uk>

Armed Forces Community Covenant Grant Scheme

The aim of the Community Covenant Grant Scheme is to financially support projects, at the local level, which strengthen the ties or the mutual understanding between members of the Armed Forces Community and the wider community in which they live.

The Grant Scheme will consider applications for projects that deliver tangible results and meet the overall aims of the Community Covenant Scheme. An application for funding can be submitted by any part of the community, this might include volunteer groups, charities, public bodies such as schools, and so on. The guidance below explains how to apply for funding under the scheme.

Bids are assessed by an MOD and HM Treasury panel but will require endorsement from the leading parties to the Community Covenant (see guidance notes for details of the full process) before being sent to MOD. The first panel will sit in October 2011 and bidders will be notified of the outcome shortly. **The next panel will sit in December 2011, the deadline for bids to reach the MOD Covenant Team is 30 November 2011.**

Bidding panels will also take place in March 2012 and at quarterly intervals thereafter. Subsequent deadlines for bids to be submitted will be posted on this page.

- [Community Covenant Grant Scheme Criteria and Guidance PDF \[262.1 KB\]](#)
- [Community Covenant Grant Scheme Application Form DOC \[334.5 KB\]](#)

Health and Social Care Volunteering Fund - National Grants 2012 (England)

The Health and Social Care Volunteering Fund (HSCVF) National Grant Scheme has launched for 2012 with a bespoke partner search portal that will support interested organisations to find appropriate partners to meet the fund's requirements.

Projects that focus on volunteer involvement in key health, public health and social care areas such as personal budgets, cutting smoking and encouraging healthy eating will be targeted as part of this national fund that will run over the next three years.

Applicants can apply for up to £200,000 per annum for a maximum of three years to support four key priority areas including:

- Personalisation and choice of care and support.
- Delivering better health and care outcomes.
- Improving public health.
- Improving health and social care.

Full details: <http://www.volunteeringfund.com/>

Expressions of Interest must be made by 21 December 2011.

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

Inside Track, the KCC External Funding Service newsletter - email externalfunding@kent.gov.uk to be added to their mailing list or contact **Martyn Riley**, External Funding Officer, Chief Executives Department, KCC. Tel: 01622 694384; Email: martyn.riley@kent.gov.uk for more information, or visit their website at www.kent.gov.uk/externalfunding

You can also view the current edition of Inside Track on the CaDVAS website at <http://www.cadvas.org/index.php/funding-information>

Kent CAN, a county level infrastructure organisation, provides regular **funding e-bulletins** and also hosts the **GRANTnet funding search website**. For more information visit www.kentcan.org

Kent4Community, which is a free web based grant search facility, at www.kent.gov.uk/community_and_living/external_funding/search_for_grants.aspx

J4b community produce a **regular funding newsletter**: newsletter@j4bcommunity.co.uk

Funding Buddies, a programme to assist community and voluntary groups access funding opportunities. It will also develop training courses to increase and enhance the skills of community organisations.

Contact Kent Funding Buddies:

Tel: 01303 813790 Fax: 01303 814203 Mobile: 07900 560235
Email: nigel.turley@ruralkent.org.uk Website: www.fundingbuddiesinkent.org.uk

Funding Central is a free smart website for all third sector organisations, including community groups, providing access to thousands of funding and finance opportunities, plus a wealth of tools and resources supporting organisations to develop sustainable income strategies appropriate to their needs. Visit www.fundingcentral.org.uk

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