



Funding : The fundamentals

6pm - 9pm

Wednesday 17th March 2010

Pollyfields Centre, Bideford

or

Wednesday 21st April

Heathfield Community Centre,

Newton Abbot

“An evening session on the key steps to developing a more successful funding base for your organisation”

Planning:

- ❖ Staying on mission – put planning at the heart of your fundraising
- ❖ Know your income options and diversify your funding streams
- ❖ Your organisation’s full costs and how to calculate them

Funding – get it ! manage it!

- ❖ Shape up your funding package
- ❖ Communicate an effective case for support
- ❖ Writing grant applications – develop- your skills



Beyond grants – exploring other income streams

- ❖ How to progress funding from different sources
- ❖ Loan finance how it could help your organisation

This event is free including buffet tea (subsidised by Devon Community foundation)

Participants are required to make a £10.00 refundable deposit

Funding the Fundamentals: Booking Form



Please complete all relevant sections in BLOCK CAPITALS and return to:

Gail Hickson, Community Council of Devon, School Hut, County Hall, Topsham Road, Exeter EX2 4QB.

Tel: 01392 383443 Fax: 01392 382062 email: gail@devonrcc.org.uk

Course Title: Funding your vision - Funding the Fundamentals

Course Date and Venue: 17th March or 21st April 2010 - please state which event below

Cost: Free highly subsidised by Devon Community Foundation £10 refundable deposit per participant (cheques payable to 'Community Council of Devon'). Limited spaces for infrastructure organisations (please call to discuss)

Details to be sent to.....Organisation.....

Address:.....

Postcode.....Email:.....

Telephone:.....Fax.....

PARTICIPANT/S	Deposit
Deposit	

SPECIAL REQUIREMENTS

- Do any of the participants require disabled access? YES/NO Details.....
- Do any of the participants require an induction hearing loop? YES/NO Details.....
- Do any of the participants require large print information? YES/NO Details.....
- Do any of the participants have special dietary requirements? YES/NO Details.....

PAYMENT – I enclose cheque for £.....made payable to 'Community Council of Devon.'

A confirmation letter, map and details of the day will be sent to you ten days before the event.

DATA PROTECTION

These details will be retained on our database for CCD information. CCD may use the database in its work, but only with local authorities, statutory, voluntary and community organisations. If you do not wish us to pass your details to these organisations, please tick the box.

TERMS & CONDITIONS

Please book using this booking form. You may provisionally book over the telephone or email, but must confirmed within 14 days, using this form. If confirmation has not been received places will not be guaranteed after the 14 days. You must let us know immediately if you need to cancel a place on the course. Full refunds will only be granted for cancellations at least 15 working days before the course date. No refund will be given for cancellations after this time. In the event that CCD has to cancel the course a full refund will be given to all delegates. Please enquire for availability of concessionary fees.

Authorised Signature..... Date.....

This document is available in large print, braille and audio formats upon request. Please ring 01392 383443

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Please cut and retain for reference, return details above to CCD.

Course Title:	Participants attending:
Course Date:	
Venue:	
Cheque sent: Yes/No No:	

