



Growing
Independent
Organisations



MARCH 2010

GIO News

LAUNCH OF THIRD SECTOR ESSENTIALS CIC

We are very pleased today to announce the launch of Third Sector Essentials CIC. This new Community Interest Company has been formed to take over the running of the GIO Project and other remaining VAM projects and to provide new and innovative services to the third sector across Greater Manchester. Look out for further details of our Launch Event in this newsletter.

Unfortunately, Voluntary Action Manchester has been placed into voluntary liquidation by its Board of Trustees. This measure became necessary as a result of a long standing financial problem with the European Commission over an ESF funded project (The Acorn Fund) that VAM ran from 1999 to December 2001.

It's a very long story and it has been a very difficult set of circumstances for VAM staff and Trustees to cope with over the past eight years that this situation has been ongoing. However, the VAM Trustees decided that the situation could not be allowed to continue any longer as it was hampering VAM's ability to develop and grow. Placing VAM into voluntary liquidation and ensuring that VAM's existing funded work was handed over to a new organisation, although done with a heavy heart, was the best course of action available to the VAM Trustees to protect existing staff and the good work that the organisation continued to do right up to the end.

Shirley Adams, previously the Chair of VAM Trustee Board and Emile Pinel, Vice Chair, have set up Third Sector Essentials Community Interest Company (CIC) with the support of all current staff members. With immediate effect, Third Sector Essentials CIC will take over the running of the GIO Project and VAM's previous role as part of the Manchester Community Central Partnership.

Third Sector Essentials CIC will, at times, do similar work to VAM's previous work but we intend to be more dynamic in sourcing new funds and new work, more innovative in our approaches to capacity building and community support, more focussed on working within our area of expertise, and not confined just to the City of Manchester. Third Sector Essentials CIC aims and objectives are:

- To promote good practice in all third sector activity.
- To promote and, in particular, build the capacity of third sector organisations and provide them with the necessary support, information and services to enable them to pursue or contribute to any charitable purpose for the benefit of their communities.
- To promote, organise and facilitate co-operation and partnership working between third sector, statutory and other relevant bodies in the achievement of the above purposes.

The staff of the newly formed Third Sector Essentials CIC are very excited about the prospect of launching a brand new organisation and ensuring that it develops into a vital part of the Third Sector and provides the kind of advice, training and support services that your group really needs to allow you to nurture your own projects. Look out for the new website coming soon at www.thirdsectoressentials.org.uk



THE DIFFERENCE BETWEEN OUTCOMES & OUTPUTS

In our regular feature on outcomes I am going to explore at whether outcomes ever look the same as outputs. First off, let me recap what outcomes and outputs are, just so that we are clear. Outcomes are the changes, benefits, learning or other effects that happen for your service user or target group. Outputs are the products, activities or services you deliver. There can be a few situations where outcomes may look as if they are outputs.

The first situation might be when the desired outcome is increased access or participation. The level of access or participation is usually an output indicator. For example, you may want to assess the number of single mothers, or number of people from ethnic minorities attending your drop-in session in order to measure the drop-in service as one of your outputs. However, there are times when increased access is the desired outcome. For example, you might have a health professional attending drop-in sessions to encourage people, particularly from ethnic minorities, to attend mainstream health services. In that case, an output indicator may be the number of ethnic minority people attending the drop-in. An outcome indicator may be the number of ethnic minority people attending mainstream health services.

The second situation might be when the desired outcome relates to the services or activities themselves. Al-

though we usually associate services with outputs, sometimes funding may be granted to increase or change the services delivered. That is where the desired change or outcome will be found. Here are two examples:

- Funding is given for a sports hall. The main output will be the hall itself, but the outcomes will be how the hall is used: the provision of gymnastic classes or five-a-side football, for example. This is the change that the hall has brought about.

- Funding is given to a volunteer coordinator to increase the number of volunteers and their skills. The outputs will be recruitment activities, training and support sessions to volunteers, and so on. The outcomes of that funding would then be more and better trained and supported volunteers, and an increased level of service.

If you want to learn more about outcomes, establishing them for your project or organisation and monitoring them, the Gio Project is holding a one day introduction session on 13th April. For more information or to book a place please email hello@gioproject.org.uk.

Claire Davis



NEW SHINEY WEBSITE

THE GIO PROJECT HAS IT'S VERY OWN NEW SHINY WEBSITE. . .

WWW.GIOPROJECT.ORG.UK

SINCE THE NEW YEAR I'VE BEEN THINKING UP IDEAS, DOODLING, PLANNING, CREATING AND DEVELOPING THE NEW SITE. IT'S BEEN MADE USING WORDPRESS AND I'VE TRIED TO MAKE IT AS USER FRIENDLY AS POSSIBLE BASED ON THE FEEDBACK WE RECEIVED FROM OUR GIO PROJECT REVIEW.

OVER THE NEXT FEW WEEKS YOU WILL PROBABLY NOTICE A FEW SMALL CHANGES AND TWEAKS TO THE WEBSITE AS WE IMPLEMENT SUGGESTIONS MADE BY OUR VISITORS. SO, IF YOU DO HAVE ANY IDEAS FOR MODIFICATIONS OR IMPROVEMENTS PLEASE LET ME KNOW BY SENDING AN EMAIL TO HANNAH@GIOPROJECT.ORG.UK. I'M ALWAYS KEEN TO HEAR ABOUT ANY ADDITIONAL CONTENT YOU WOULD LIKE TO SEE FEATURED ON OUR WEBSITE AND/OR NEWSLETTERS.



HOW RISKY IS YOUR ORGANISATION?

In our normal slot on tendering and commissioning we are going to look at risk management so let me explain how the two go hand-in-hand. When buyers (local authority, NHS etc) are looking to enter into a contract with a provider, they want to see that there is minimal risk involved. You might have heard the term 'risk averse' used in the same sentence as local authorities or other buyers. This means that organisations such as the local authority will go to great lengths to avoid any and every risk when looking to buy in a service.

When you are considering tendering, throughout the whole process your organisation will be assessed (amongst other things) as to how risky it would be to enter into a contract with you. Even your accounts will be assessed on the levels of risk. For example if your annual accounts show a large deficit then this will go against you and your organisation will be awarded fewer points than if your accounts showed a healthy balance.

So what can you do? You need to make sure that your organisation has a robust, ongoing process for managing risk. By this I mean, looking at the things that could go wrong and finding ways to deal with these risks to reduce the chances of them happening and /or their impact if they do. Risk management is all about forward planning.

“Show the commissioner that if they enter into a contract with your organisation there will be minimal risk for them.”

This is not a one off job but a continuous process. Firstly you need to identify risks for your organisation. They could be around governance, operational, financial, external or compliance. Once the risks have been highlighted, you need to assess them for the likelihood of it happening, the impact if it does and prioritise the ones that have the highest likelihood and the greatest impact. What steps can you take to minimise the risks? Could you control the risk (specialist training for a particular piece of equipment), transfer the risk (get insurance) or live with it? Once these things have been established then someone should be identified as the risk owner. It is their job to monitor that particular risk to see if anything changes. This information then feeds back into the process, which also involves monitoring the internal and external environment for new risks.

It is about showing the commissioner that if they enter into a contract with your organisation there will be minimal risk involved for them. However, managing risk is best practice within your organisation, whether you are thinking about tendering or not.

A simple and easy to understand guide to managing risk can be found at:
www.tennysoninsurance.co.uk/download/Making%20Risk%20Management%20Simple.pdf

CHANGES TO CRIMINAL RECORD AND VETTING AND BARRING CHECKS

At the end of 2009 the three previous barring lists (POVA, POCA and List 99) have been replaced by two new barred lists administered by the Independent Safeguarding Authority. Checks of these two lists can be made as part of an Enhanced CRB check. There is a page on the navca website that picks out the main changes that took place and future changes that will be brought in during 2010 and 2011.

<http://www.navca.org.uk/localvs/crb/changes12oct.htm>



FREE CAPACITY BUILDING SUPPORT FROM PILOTLIGHT

Pilotlight offers free capacity building support for ambitious small to medium-sized third sector organisations. Pilotlight brings together skilled professionals from the private sector to create growth and sustainability in small to medium-sized charities and social enterprises tackling disadvantage. Using a coaching/mentoring model, PilotLight focus on business planning and strategic thinking and work with leaders of organisations for 12-18 months. To find out more, visit www.pilotlight.org.uk or contact Pete Smith at psmith@pilotlight.org.uk or call 0207 283 7017

PROS AND CONS OF CONSORTIUM WORKING

Collaborative working can be a challenging topic to venture in to. There are key issues for exploration. Here is a list of pros and cons for working in consortium. Things to hold in mind: every situation is different so this list identifies general issues to consider. It is not a substitute for legal advice and many of the points below can be positive or negative depending on each organisation.

You should also think about the following questions:

What are you hoping to achieve by collaborating with another organisation(s)?

Are you sure that collaborative working is the best way to achieve this aim?

Who proposed the idea? Do they have a vested interest?

Do your Trustees and Chief Executive support the idea?

Does it fit within your organisation's charitable objects as stated in your governing document?

Do your plans for collaborative working fit your strategic vision, values and current priorities?

PROS	CONS
<p>Increase in funding Access to funding Funding could increase x 3 A consortium is more likely to get a slice of the cake</p>	<p>Increased bureaucracy Just another organisation to be accountable to More management costs</p>
<p>Share practice and increase capacity Improve training Economies of scale with training Share best practice x 3 Equity for smaller members Support for smaller organisations</p>	<p>Internal competition Loss of local control, distinctiveness Fear of someone else's dominant agenda Empire building Some organisations may feel less powerful May mean less money for currently successful organisations</p>
<p>Joint services Better co-ordination of services Drives up quality of services Joint working on projects Joint track records</p>	<p>Where will we find the capacity to do this How many consortia is each organisation expected to join?</p>
<p>Influence Strength in numbers Able to compete on a bigger scale Greater power to negotiate</p>	<p>Decision making Too many people unable to make decisions Conflict of interests and different agendas</p>
<p>Stability, sustainability</p>	<p>Contracting and monitoring No track record for new consortium Just a form of sub-contracting Who will monitor the consortium and ensure value for money Issue of one partner not delivering to contract</p>

ICT MONEY SAVING TIP



Open Office is a free suite of tools that copies many of the functions of Microsoft Office. Open Office has been under development for more than 10 years and can run on Windows, Apple's OSX, and Linux.

It is multilingual and includes a word processor, spreadsheet, presentation, database and other tools. It can read and save files in Microsoft Office formats, like .doc for word processing files, .xls for spreadsheet files, and .ppt for PowerPoint. Most users add Thunderbird for email and Firefox for internet browsing, which are also free.

Open Office is a piece of very stable software, and is easy to try by downloading and installing the latest version.

Download Open Office from: www.openoffice.org

SUCCESSFUL GIO PROJECT FUNDING FAIR

On Tuesday 23rd February the Gio Project held its first funding event at Cross Street Chapel. The day was a great success with over 80 groups turning up to speak to 10 funders and several other organisations providing other forms of support such as Merci, Manchester Community Central, Business in the Community and the Cranfield Trust.

A big thanks to everyone that turned up and remember if you want to be the first to hear about our funding events and other workshops please contact the Gio Project (hello@gioproject.org.uk) to fill in a Gio Initial Form. We also offer support when you are writing funding applications so if you need our help please contact us.



IAN PICKUP & CO - CHARTERED ACCOUNTANTS AND REGISTERED AUDITORS CHARITY AND NOT FOR PROFIT SPECIALISTS SINCE 1996

A member of the Charity Practitioners Forum, a national organisation for practices specialising in charities, we provide a flexible and cost effective specialist service to over 70 Charities and Not for Profit Organisations.

We focus exclusively on the voluntary sector. We have experience gained working in the voluntary sector and as trustees. Most of our staff are qualified accountants.

Our services include: • Audit and accounts preparation • Independent examinations • Budgeting, financial planning and systems • Mergers and charity registration • Bookkeeping • Internal audit • Charity Taxation including VAT

For a 'no obligation' discussion to see if we can help, contact: Ian Pickup BSc ACA DChA
123 New Road Side, Horsforth, Leeds LS18 4QD, Tel: 0113 2583343 Fax: 0113 2583113
E mail: admin@ianpickupandco.com

EVENTS



DATE	EVENT	DESCRIPTION	VENUE	TIME
30TH MARCH	BECOMING TENDER READY	Aimed at people who are considering tendering for the first time and need an introduction into what it might entail. The session is split into two parts with the morning to include a beginners guide to commissioning and tendering and in the afternoon organisations will develop a plan to become tender ready with the Gio Health Check and a generic PQQ. To book you can contact the Gio Project on hello@gioproject.org.uk	St Thomas Centre, Ardwick Green North	10 AM-4PM
13TH APRIL	INTRODUCTION TO OUTCOMES	This full day session covers what outcomes are, linking outcomes to planning through the use of effective planning tools, assessing and monitoring outcomes. This session is very interactive and helps you identify outcomes for your own project or organisation and how to monitor them. To book you can contact the Gio Project on hello@gioproject.org.uk	Northmoor Community Centre	10AM - 4PM
27TH APRIL	ORGANISATIONAL PLANNING AND STRATEGIC VISIONING	This workshop will enable you to be more forward thinking and operate with less crisis management. Through effective strategic planning, an organisation creates a framework for developing, adapting and aligning organisational vision, mission and goals to achieve and sustain a competitive advantage. A powerful strategic vision expresses core values that inform action, and nurtures the capabilities needed to prosecute that action. By developing your organisations strategic planning we will enable you to shape and guide its overall business objectives. You could think of a strategic visioning process as similar to the process of developing a fundraising strategy. To book you can contact the Gio Project on hello@gioproject.org.uk	Northmoor Community Centre	10 AM - 1PM
4TH MAY	WRITING COMPLEX APPLICATIONS	This will be a practical session to help you identify what funders are looking for in more complex applications, some of the issues that organisations come up against and areas where organisations tend to fall down when identifying need, business planning and establishing a unique selling point. This workshop will also cover identifying outcomes of a project, monitoring progress to achieve outcomes and costing a project. To book you can contact the Gio Project on hello@gioproject.org.uk	GMCVO	10 AM - 4PM

FUNDING OPPORTUNITIES

UnLtd Sport Relief Awards

Details: UnLtd Sport Relief Awards are funded by Comic Relief and provide opportunities for young people to bring communities together, to help promote understanding and solve problems through sport, arts and recreational activities.

Who for: Young people aged 11-21 years old, who have a great idea to make their communities a better place to be. Young people who can make it happen through sport and recreational activities.

Grant amount: 'Try It' Award Up to £1,000 for 11-21 year olds
'Shape It' Award Up to £5,000 for 11-21 year olds

'Do It' Award Up to £10,000 for 18-21 year olds

Deadline: 'Try It' Award and 'Shape It' Award – Rolling deadline. 'Do It' Award – 12th April 2010

Further information: Please see the website: www.unltdsportrelief.com

You can also email: sportreliefawards@unltd.org.uk

Trusthouse Charitable Foundation

Details: There are two overarching themes to their grants: Rural Issues & Urban Deprivation

Who for: they accept applications from local and national charities or not-for-profit organisations

Grant amount: Large Grants Scheme for applications between £10,000 and £30,000; Small Grants Scheme for applications between £5,001 and £9,999; Fast Track Scheme for applications of £5,000 and below.

Deadline: The Grants Committee meets quarterly to consider supported applications at the beginning of February, May, July and November. Applications must be received at least 8 weeks prior to a meeting in order to be considered at the next meeting but it cannot be guaranteed that any appeal will go to a particular meeting.

Further information: Contact Miss Judith Leigh, Grants Manager, Tel: 020 7264 4990

Faiths in Action CDF

Details: Faiths in Action is a £4 million grant programme, distributed over two years in two rounds of funding. In the first round, 216 organisations were offered grants of up to £12,000, totalling over £2.43 million. Faiths in Action is for local projects and activities, and is open to faith, inter faith, voluntary and community sector organisations at national, regional and local levels in England

Who for: Must be a not-for-profit, third sector voluntary or community organisation or group. Groups and organisations do not have to be registered charities. Must demonstrate in the application that they are involved in or planning to get involved in local faith or local inter faith work. Applications for local intra faith activity (i.e. ecumenical work between different strands of one faith community) will also be considered, as long as they directly relate to one or more of the priorities of the fund.

Grant amount: The maximum size of a grant is £6,000

Deadline: There is no formal deadline for applications – Round 2 is a rolling programme. Applications will be accepted in the date and time order that they are received by CDF, until the total value of the eligible, relevant applications received equals the overall value of the fund. Grants will be distributed from April 2010 and will fund activities that take place between April 2010 and March 2011.

Further information: Please visit the website www.cdf.org.uk/web/guest/faiths-in-action or call Tel: 01223 406533

Arts Council England - Art in empty space

Details: Grants are available for all eligible artistic activity as defined in the Grants for the arts How to apply handbook. This includes the use of premises for artists' studios and residencies, exhibitions, artist workshops, education and outreach projects, and rehearsal and performance space. The cost of publicising any artistic activity that takes place in the property is also eligible. The handbook can be downloaded from:

www.artscouncil.org.uk/funding/gfta2006_electronicfiles.php

Who for: Grants are for individuals, arts organisations and other people who use the arts in their work. They are for activities carried out over a set period and which engage people in England in arts activities or help artists and arts organisations in England carry out their work. It is expected that at least 10% of the total cost of your activity to come from other sources. Your activity must take place mainly in England.

Grant amount: The minimum you can apply for is £1,000. They expect that grants will typically be for amounts up to £10,000. They will, however, consider applications for grants above this amount.

Deadline: Rolling deadline

Further information: Email enquiries@artscouncil.org.uk or call 0845 300 6200

Polden-Puckham Charitable Foundation

Details: The Polden-Puckham Charitable Foundation (PPCF) is a grant giving trust with Quaker family roots in the United Kingdom. They support projects that seek to influence values and attitudes, promote equity and social justice, and develop radical alternatives to current economic and social structures.

• Peace and Sustainable Security - They support the development of ways of resolving violent conflicts peacefully, and of addressing their underlying causes.

• Environmental Sustainability - They support work that addresses the pressures and conditions leading towards global environmental breakdown; particularly national initiatives in UK which promote sustainable living.

Who for: UK registered charitable NGOs

Grant Amount: between £5,000 and £15,000 per year, for up to three years

Deadline: in Autumn 2010

Further information: www.polden-puckham.org.uk/ or email ppcf@polden-puckham.org.uk



CONTACT DETAILS

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Spring is in the air

Please note. The views expressed do not necessarily reflect the views and policies of Third Sector Essentials. Articles may be reproduced but please credit The Gio Project as the source.

BE PART OF GIO NEWS

Gio News will be published bi-monthly and distributed to over 400 voluntary and community organisations across the City of Manchester as well as to public bodies in the city. Organisations can arrange to have information/publicity flyers put into VAM News. This must be agreed in advance with the editor, Hannah Taylor, and 400 copies of the flyer must be delivered to VAM by the distribution date.

The cost of including flyers in Gio News will be:

- Commercial Organisations - £60
- Statutory Bodies - £50
- VCS Organisation outside of Manchester - £30
- Manchester-based VCS Organisations - £20

NEW GIO PROJECT EMAIL ADDRESSES

Please update your address book.

Given our recent change to a new Gio Project website - www.gioproject.org.uk - we have also changed our contact email addresses. Please add the new ones listed below to your address book.

Claire Davis, Project Manager
claire@gioproject.org.uk

Barbara Bailey, Development Adviser
barbara@gioproject.org.uk

Francess Tagoe, Development Adviser
frances@gioproject.org.uk

Hannah Taylor, Media & Communications Development Officer
hannah@gioproject.org.uk

