



# Sustainable Funding workshop

**Either**            **Friday 28<sup>th</sup> March 9.15am – 4.45pm**  
**Uckfield Civic Centre, Bell Farm Lane, Uckfield, TN22 1AE**

**OR**                **Tuesday 25<sup>th</sup> March 9.15am – 4.45pm**  
**EAVS annexe, 8 Saffrons Road, Eastbourne, BN21 1DG**

This training looks at sustainable funding for voluntary organisations, with particular emphasis on commissioning, and is based on material from NCVO's Sustainable Funding Project plus additional local content. Topics will include:

- Commissioning and delivering public service contracts
- Understanding full cost analysis and recovery
- VAT implications of contracts
- Income diversification
- Considering generating income through trading good and services
- Quality assurance and measuring your effectiveness

The day is aimed at established medium-sized front-line organisations and focuses on the early stages of the learning curve – it seeks to give people the awareness, understanding, enthusiasm and information to think further. It would be most relevant for staff, volunteers or management committee members who have a good knowledge of the funding and finance of their organisation. Lunch will be included; with receipts, travel expenses can be reimbursed.

This workshop is FREE for up to 2 representatives of voluntary sector organisations in East Sussex. However there will be a charge of £10 per workshop for non-attendance. For further information about this training contact Peter Thorpe at HVA on 01424 444010.

To book a place on the **Uckfield** session on **Friday 28 March** please send the reply slip to **Stephanie Caiger-Watson, SDCVS, 66 High Street, Lewes, BN7 1XG, or info@southdownscvs.org.uk**

To book a place on the **Eastbourne** session on **Tuesday 25 March** please send the reply slip to **Sue Duffell, EAVS, 8 Saffrons Road, Eastbourne, BN21 1DG, or email sue@eavs.org.uk**

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## Please return this reply slip by 14 March 2008:

I would like to attend the "Sustainable Funding" workshop on: (tick the appropriate box)  
Friday 28 March (Uckfield)  **OR** Tuesday 25 March (Eastbourne)

Name(s) ..... (two people max)

Organisation .....

Address.....

Telephone..... Email.....

Is there anything that would aid your participation in the workshops?.....

Do you have any special dietary requirements? .....