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Every Action Counts

Every Action Counts is here to help you take easy actions which will benefit you, your community, and the environment

Every Action Counts is a national initiative providing advice and support to voluntary and community organisations that are looking to reduce their impact on the environment, tackle climate change and improve their local area.

VCS Lincoln has two Community Champions trained by Every Action Counts who are available to talk to community groups and voluntary organisations and enable groups to take simple and effective actions to **Save Energy, Travel Wisely, Save Our Resources, Shop Ethically** and **Care For Your Area**. By taking a few easy actions you can:

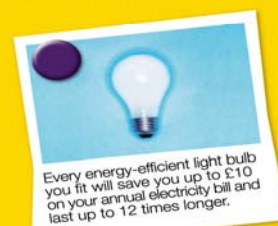
- Save money
- Improve your local area
- Develop new activities
- Help tackle climate change and unfair trade
- Make your community fit for the future

For more information on having an Every Action Counts team building session in your organisation please speak to **Helen Sutton** or **Hazel Swan** on **01522 551683**.

You can also find out more about Every Action Counts by visiting their website : www.everyactioncounts.org.uk

Actions that count

- Next time you replace the light bulbs in your community building or meeting place, switch to energy-saving light bulbs.
- Appoint energy champions to make sure everyone turns off lights, photocopiers and computers when not in use. Equipment on standby still uses two-thirds of the energy it uses when it's on!



Volunteers Week!

Having just supported Student Volunteers' week events in February at Lincoln College and the University of Lincoln, VCS Lincoln is now gearing up for 'Volunteers' Week' June 1 - 6. This is a special year, as it is the 25th year of national volunteers week, so we want to make it something special for Lincoln.

We already have a number of events in the planning stages and we share these with you in the hope that you might want to join in with some of them:-

Friday 29th May - Celebration 'oscar award' event for 25 years of volunteers week at the New Life Centre, Lincoln

Tuesday 2nd June - "First aid training" for volunteers

Wed 3rd June - Pub Quiz at Ruston Marconi Sports Club

Thurs 4th June - "Beating the confidence crunch" training for volunteers

Friday 5th June - Volunteers' Fair at The Healthy Hub, we would like people to bring stands and displays for a mass sign up. Please let us know if you are interested!

DVD for volunteers week - VCS Lincoln is planning to make a DVD to promote volunteering and we would love to hear from any organisations who would like their volunteers to be part of this.

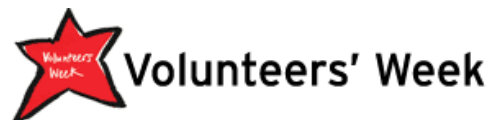
In addition, we would like to have nominations for our volunteers' week "Oscars". Please phone through and let us know of people you feel deserve nominating and we will take details and enter them in for our Oscars!

Throughout Volunteers' Week we will also be celebrating the contribution of younger volunteers. Did you know that 52% of the clients we place in volunteering opportunities are under the age of 34?

So, please put Volunteers' Week 2009 in your diaries, and let us know of anything you have planned, so that we can help promote it for you. For further information you can contact us on:

Telephone: 01522 551683

Email: info@volunteercentrelincoln.org.uk



Volunteering and Work

VCS Lincoln is keen to support individuals back into work through their volunteering. As well as making a difference within the community and to people's lives, volunteering can be a great way to develop new skills, try out new things and build confidence. These are all the kinds of areas that employers are looking for.

We have already seen a dramatic increase in the number of volunteers approaching us, in recent months.



Please let us know of any new volunteering opportunities your organisation may have, or of any areas where you can help us to support people back into the work place. If you are already offering volunteer places think about how you can better support and develop your volunteers through training, shadowing and coaching.

We have put on a number of courses April - June that would be ideal for volunteers within your organisation. Please encourage them to come along!

Government Announces Changes To Grassroots Programme

Due to the current economic climate, the Minister for the Third Sector has announced two key changes to the £130m Grassroots Grants programme. The programme which provides grants to local community groups will now be available to groups with an income of up to £30,000 per year (up from £20,000).

In addition, the Government will increase the amount it match funds private donations to the Endowment Challenge element of the Grassroots programme from 50p for every pound donated to a £ for £ basis. The Grassroots Programme provides grants of between £250 - £5,000 to local community groups for a wide range of activities including:

- The purchase of equipment, the costs of putting on a local event or workshop
- Staff costs
- Rent costs
- The cost of attending a conference or event
- Training for volunteers
- Additional activities to expand an existing funded project
- Activities that support the local community
- Funding to support an organisation to achieve a quality or other standard relevant to their activities.



On a local level the scheme is administered by a range of grant making organisations. For further information on these please follow the link below.

http://www.cdf.org.uk/bfora/systems/xmlviewer/default.asp?arg=DS_CDF_TECHART_23/_page.xml/27&xml_argx=3

West Lincolnshire Community Safety Partnership

The West Lincolnshire Community Safety Partnership exists to create local solutions to local problems by directly tackling issues of crime, disorder and anti social behaviour to improve the quality of life for people living in Lincoln City and the District of West Lindsey.

The Partnership has recently undergone the process of completing a strategic assessment of community safety which has led to the following strategic priorities being identified to form the partnership plan for 2008-11:

- *Anti Social Behaviour*
- *Violent Crime*
- *Substance Misuse*
- *Offender Management*
- *Acquisitive Crime*

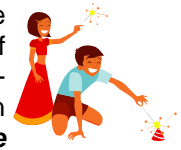


The partnership works closely with a number of statutory and voluntary organisations within West Lincolnshire to develop problem solving approaches and initiatives in response to local crime issues. For more information, contact Ben Barley on: **01522 873454** Email: ben.barley@lincoln.gov.uk

Funding Information

FUNDS FOR LINCOLNSHIRE'S PLAYING FIELDS

The Foundation is pleased to announce it will be managing a new fund, on behalf of the Lincolnshire Playing Fields Association, for community groups that support the provision of playing fields in Lincolnshire. Groups should be not for profit, volunteer led; have a governing document, bank account and relevant policies and procedures. Foundation staff can give advice about these matters where necessary. **Amount:** Up to £500. **What can be funded?** Play equipment costs, one-off events, volunteer training, match funding costs and activities that meet an identified need that benefits the local community. **Aims and objectives:** To increase opportunities for play and sport to help/ build stronger, more active communities. Application deadlines: 1st April, 1st July, 1st October, 1st January in each year. Applicants to be notified of a decision within 12 weeks. To obtain an Application Form or to check eligibility, please contact **Sue Fortune** on **01529 305825**. Foundation Staff will be available to help at every step of the process. *Sue Fortune, the Foundation Grants Manager* said: "This is a new initiative that will support opportunities for play and sport throughout Lincolnshire. Priority will be given to projects that have support and respond to community needs. It is important to help groups retain and grow the County's community spaces."



THE PEER MENTORING SUPPORT PROGRAMME FOR PRE AND POST 16 EDUCATION

The Government has announced a £720,000 National Peer Mentoring programme, run by the Mentoring Befriending Foundation across England to support the development of young people volunteering to become peers in schools and colleges. As part of the National Peer Mentoring Programme, children and young people will: Work with groups or individuals to resolve disputes through conflict resolution; Develop befriending schemes which help to encourage friendships for those children who might otherwise struggle to fit in or to be accepted; Be trained to listen to problems and support their peers. This scheme is available to all schools and education settings that want them. The Peer Mentoring Support programme will run until March 2011.



http://www.dcsf.gov.uk/pns/DisplayPN.cgi?pn_id=2008_0300

BRIDGING THE GAP

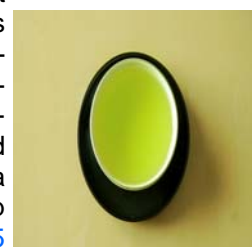
The Coalfields Regeneration Trust (CRT), which is an independent grant-making organisation that was established in 1999 to improve the quality of life in Britain's coalfield communities has announced that it is seeking applications under its Bridging the Gap programme. Under this programme grants of between £500 and £10,000 are available to community and voluntary groups within the coalfield communities to improve the quality of peoples lives. The CRT will support projects that fit into one or more of the following funding themes: Access to employment; Education and skills; Health and wellbeing; and Access to opportunities. CRT offers quick access to funds and aims to make a decision within 12 weeks of receiving an application. The funding programme is due to run for three years from April 2008 to March 2011. Since being founded, the CRT has awarded £150 million through its grant-making programmes. In addition to the Bridging the Gap programme, the CRT can award grants of up to £300,000 through its main grants programme to bigger voluntary, community and statutory organisations. Applications can be submitted at any time.



<http://www.coalfields-regen.org.uk/>

250,000 INNOVATION SUPPORT GRANTS FOR DRINK AND FOOD ENTERPRISE

The Food and Drink iNet, which is a region-wide initiative co-ordinating specialist support for businesses, universities and individuals working in the food and drink sector and is funded by East Midlands Development Agency (emda) has announced that it is seeking applications from small and medium-sized businesses that want to turn new ideas into new business through the development of new technologies and products. They offer Innovation Support Grants of up to £10,000, providing that 50% match-funding is given either in 'cash' or in 'time'. The money can be used to fund external expertise and knowledge to help manage innovation projects more effectively - giving businesses a route to some of the most up-to-date and comprehensive information available to help them kick-start their idea. <http://www.emda.org.uk/news/newsreturn.asp?fileno=3515>



FUNDING FOR INDIVIDUALS AND SMALL GROUPS TO IMPROVE THEIR LOCAL COMMUNITIES

Groups of individuals as well as small community and voluntary groups within the UK that want to improve their communities can apply for funding through the Wakeham Trust. The Trust are particularly interested in supporting neighbourhood projects, community arts projects, projects involving community service by young people, or projects set up by those who are socially excluded. The Trust also support innovative projects to promote excellence in teaching (at any level, from primary schools to universities), though we never support individuals. The Trust normally give grants to projects where an initial £75 to £750 can make a real difference to getting the project up and running. To be eligible, applicants need to be registered charities or have access to a registered charity that will be willing to accept funds on their behalf. The type of activities supported in the past include; a grant of £250 to three young people in Leamington Spa who were trying to set up a youth club. The Trust gave them £250 to help set up the club in an old Scout hut; and a grant of £50 to an unemployed ex-professional footballer in Yorkshire to buy footballs and equipment for a group of 100 or so tough kids to play football. Applications can be made at any time.



<http://www.wakehamtrust.org/>

TRUSTHOUSE CHARITABLE FOUNDATION

The Trusthouse Charitable Foundation has announced that funding is available to local and national charities or not-for-profit organisations that address rural and urban deprivation. Under Rural Issues grants are available for projects that could include for example providing transport for the elderly, disabled or disadvantaged; contact networks for young disabled people; projects which encourage a sense of community such as community centres and village halls; employment training schemes especially those promoting local, traditional crafts; projects addressing issues such as drug/alcohol misuse or homelessness. Under the Urban Deprivation grants are available for projects that could include for example youth clubs; training schemes to help people out of unemployment; drop in centres for the homeless. In addition, from July 2009, the Foundation will start a three year themed grant which will fund projects addressing mental health issues for prisoners and ex-offenders. The Grants Committee meets quarterly to consider applications at the beginning of February, May, July and November. The deadlines for submitting applications is generally 2 months before the date of a meeting.

<http://www.trusthousecharitablefoundation.org.uk/>

THE JOANIES TRUST (UK)

Registered charities working with young people aged 11 to 25 are eligible to apply for grants through the Joanies Trust. Each year, the Trust makes approximately 30 grants with an average value of £1,000 to support projects that offer intensive support to young people as well as those that promote preventative work, and especially those that are designed to lead to individual development through integration, work opportunities or accreditation. In particular the Trust is looking to support projects that show innovation and imagination as well as evidence of close consultation with young people in developing their project. The next deadline for applications is the 30th April 2009.

<http://www.joaniestrust.org.uk/index.htm>

THE BRITANNIA BUILDING SOCIETY FOUNDATION (UK)

Registered Charities and Schools, working within education and who are seeking funding specifically for numeracy and/or - financial literacy projects can apply to the Britannia Building Society Foundation for grants of between £1,000 and £25,000. Over the last six years the Foundation has made grants totalling £3 million. Applications can be submitted at any time and there is a simple application form which is available on request by e-mailing: charitable.foundation@britannia.co.uk or telephoning on 01538 391734. In addition voluntary groups, charities and schools can apply for grants of up to £1,000 through the Britannia Community Fund. The Fund also supports individual members wishing to achieve personal development goals that support the fund's key priorities with a donation of up to £100. The Community Fund will support any voluntary organisation, school or charity working within Foundations key priorities of numeracy and/or - financial literacy, that operate within a local community where the Building Society has a high density of members. Whilst the Britannia Community Fund focuses on buying specific items or equipment, eg educational toys, books, it will also support small projects in support of our key priorities. Applications to the Community Fund can be submitted at any time. <http://www.britannia.co.uk/home/membership/community/index.html>



VCS Lincoln Training

When?	Spring Training Programme
<p>Wednesday 29th April 09 10.00 -11.30</p> <p>FREE</p>	<p><i>Deafblind awareness with Nora Moffat from Deaf Blind UK</i></p> <p><i>Did You Know:</i> ...that all businesses and service providers are required by law to make 'reasonable adjustments' so that disabled people are not treated less favourably than anyone else? (Disability Discrimination Act 1995 Part III.) Could this apply to you in your organisation? By participating in Deafblind awareness raising session, you could gain: greater understanding about sight and hearing loss; deeper insight into the challenges faced by deafblind people. This introductory session will include some practical advice and basic skills for communication with deaf and deafblind people. It assumes no previous experience or knowledge.</p>
<p>Tuesday 12th May 09 9.00 – 1.00</p> <p>FREE</p>	<p><i>Presentation skills for the terrified with Douglas Brown</i></p> <p>A half day workshop for people new to making presentations or speaking in public. It covers preparation and structure of presentations, use of support tools such as PowerPoint, public speaking hints and tips and advice on controlling nerves. At the end of this workshop delegates should feel confident that they can prepare and deliver a presentation on their work to an audience and have the knowledge and skills to effectively use a variety of tools to assist them.</p>
<p>Wednesday 13th May 09 9.30– 4.30</p> <p>Lunch Provided</p> <p>FREE (At Share the Care, Rauceby Terrace, Lincoln)</p>	<p><i>Working Together: Its' all about team work with Sue Nock, Manager and Principal Consultant with Development Opportunities UK Ltd.</i></p> <p>This one day event has been designed for anyone who is a member of a team and will explore through fun activities and practical exercises what it means to work as part of a team. We will discover the different roles that are involved in getting things done whilst maintaining relationships. Also, how teams can be affected by, changes in their membership, challenging tasks, and changes in the workplace.</p>
<p>Wednesday 20th May 09 9.30 – 4.30</p> <p>Lunch Provided</p> <p>FREE</p>	<p><i>Equal Opportunities with Sue Nock, Manager and Principal Consultant with Development Opportunities UK Ltd.</i></p> <p>This course will take you through essential legislation, policies, procedures and action planning. You will be encouraged to consider your own working environment and practices. Each participant will receive a work book containing course materials, official guidance from government bodies, and handouts.</p>
<p>Thursday 21st May 09 9.30 -1.00</p> <p>FREE</p>	<p><i>Get yourself Organised with Ed Hollamby from ESH Consultancy</i></p> <p>If you find yourself struggling to fit everything life throws at you in to the 168 hours of each week, spending a couple of hours on this course might help make better use of the other 165! Put it in your diaries now so as not to miss this helpful workshop on how to manage your time more effectively.</p>

When?	Winter Training Programme
<p>Tuesday 2nd June 09 9.30 – 4.00</p> <p>£10</p> <p>Lunch provided</p>	<p>Appointed Person First Aid: with a trainer from Lives</p> <p>This course will take delegates through legislation as well as the essentials of first aid in the workplace. It will be a highly interactive session and each delegate will receive a certificate and a first aid handbook. We will be asking organisations for a £10 contribution per person, on booking a place on this course. Numbers are limited, so hurry to book a place.</p> <p>Accredited: Appointed Person First Aid Certificate (valid for 3 years).</p>
<p>Thursday 4th June 09 10.00 -1.00</p> <p>FREE</p>	<p>Beating the Confidence Crunch with Margaret Nicol, from the Citizen's Advice Bureau.</p> <p>Learn six simple strategies to enable you to develop and build your confidence, and help keep your head above water during difficult times. This short, practical course will let you try out some straightforward techniques for confidence building, which you can use immediately and build on for the future.</p>
<p>Wednesday 17th June 09 9.30 -1.00</p> <p>FREE</p>	<p>Communicate Better with Ed Hollamby from ESH Consultancy</p> <p>We all communicate with so many people about so many different things every day of our lives. Ask yourself how effective are you at making yourself understood and how often do you achieve what you set out to achieve? For many of us trying to get our message understood can be a real frustration. This highly-interactive and enjoyable course looks at how we can improve the ways in which we communicate, both verbally and non-verbally, exploring common barriers and ways to overcome them.</p>
<p>Tuesday 30th June 09 9.30 – 4.00</p> <p>Lunch Provided</p> <p>FREE</p>	<p>Dealing with Conflict with Lisa Garthwaite from Lincolnshire Mediation</p> <p>An introductory course for anyone who would like to be more confident in dealing with conflict. There will be the chance to learn about what conflict is and how it can affect you, as well as looking at different styles for dealing with conflict. There will also be an opportunity to consider communication skills, empathy and dealing with anger.</p>
<p>Most of the courses are being held at The Healthy Hub, Beaumont Fee, Lincoln LN1 1UW (the building previously known as The Voluntary Sector Hub).</p> <p>Places are limited and will be allocated on a strictly first come, first served basis. To book places, or for more information, please contact VCS – Lincoln on Tel: 01522 551683.</p>	

Regeneration East Midlands - Training

An Introduction into Sustainable Funding

Wednesday, 22 April 2009, 09:30 - 16:30

Sure Start Children's Centre, The Meadows

The objective of the course is to develop a better understanding of the principles of sustainable funding; Better understanding of the funding spectrum; Improved understanding of the importance of calculating full project costs; Greater awareness of loan finance options. The course will include; Sustainable funding - The 3 key messages of stable, suitable and sufficient funding ; Reflections and discussion upon where your organisation sits within the funding spectrum from donations through to trading etc. The course is aimed at Voluntary organisations thinking about finding ways of becoming more financially sustainable
Individuals new to the role of fundraising who wish to learn more about approaches to sustainable funding;
Individuals who wish to learn more about sustainable funding; Trustees and Governors of charities and voluntary organisations; Funding Advice Workers who wish to provide advice on approaches to sustainable funding.

An Introduction into Full Cost Recovery

Wednesday, 13 May 2009, 09:30 - 16:30

E-learning Centre

Full cost recovery is about sharing out all organisation overheads or core costs across each of the projects or services that organisations deliver. The course is introductory level and is aimed at: Those who have any responsibility for the financial management of their organisation; Senior Managers who have responsibility of cost management; Funders who wish to understand the principles of full cost recovery and what is reasonable for grant applicants to request, Fundraisers who should understand what costs they need to ensure are covered when submitting funding applications.

An Introduction into Applying for Large Grants

Wednesday, 10 June 2008, 12:30 - 16:00

Leicester Creative Business Depot

The course will focus on the key principles that potential grant making applicants should bear in mind when they are planning to submit grant application in excess of £10,000, advice and guidance on identifying large funding sources. The course is aimed at groups who are considering applying to the larger funders such as the BIG Lottery Fund, larger trusts, government funding streams, etc. Members of voluntary/community organisations with limited experience of applying for large grants. It may also be useful for support workers looking to signpost small groups to larger funds and would like to receive an insight from the BIG Lottery Fund. After the course you will have a better understanding of what contents are required to make a good large grant application, familiarity of what the funders are looking for, awareness of common mistakes when submitting large grants application, increased knowledge on where to look to find funding opportunities, a better understanding of the planning process required for a large grant.

Welcoming Diversity & Prejudice Reduction

Tuesday, 16 June 2009, 09:30 - 16:30

Leicester Creative Business Depot

The objective of the course is to improve understanding of diversity issues, guidance upon the important role that diversity champions play within an organisation etc. The course is aimed at; managers across the public, private and third sector who wish to respond to prejudicial behaviours; people who wish to respond constructively to prejudicial behaviours; third sector workers, volunteers, private and public sector workers who wish to better understand and respond to diversity.

To book a place on this workshop or for more information you will need to visit their website on: www.regenerationem.co.uk

Communities will have their say on Social and Healthcare Issues

There is a new way for individuals and voluntary and community groups to have their say about the Social and Healthcare needs and services in their local area.



Local Involvement Networks (LINKs) are networks of local people and groups that ensure local communities can monitor local care service provision, influence key decisions and have a stronger voice in the process of commissioning health and social care.

Lincolnshire's Local Involvement Network (LINK) is now encouraging local people and organisations across the county to work together and make a difference to local social and healthcare services. The LINK has powers under legislation which will allow communities to have a stronger voice in ensuring services meet their needs, it is an independent network which exists to represent Lincolnshire people.

The Chairman of the LINK Steering Group John Rose said: *"The Local Involvement Network follows on from the work of the Patient and Public Involvement Forums only with a wider remit, public involvement has shown that it can make a difference to local people in health and social care"*.

"We now need to strengthen our membership to ensure we achieve a thorough and robust representation from the community, the public may have already seen the requests from NHS Lincolnshire for public feedback on health services but the LINK acts as the independent voice for both Health and Social Services."

The current LINK Steering Group has a diverse membership and other group members have spoken frankly about their reasons for being involved.

Barbara Clay of the Womens Institutes Lincolnshire North Federation said: *"I represent over 2,000 women, I want to be able to pass their views to the service providers and take information back to them. It needs to be a 2 way process to make a difference"*.

The LINK has published and distributed its first newsletter to local and voluntary groups across the County, it also plans to run a series of local road shows which will allow members of the public to 'pop-in' and see what the LINK can do for them and how they can get involved. Dinah Shaw, the LINK Co-ordinator for Lincolnshire said *"The LINK will provide Lincolnshire residents with a brand new way of having a say and making a difference to health and social care services throughout the County. As the Host Organisation, we will be encouraging many more people to get involved – as patients, carers or users of services generally"*.

If you would like a Community Development Officer to visit your voluntary organisation or community group and provide further information about Lincolnshire's Local Involvement Network please contact the LINK Office. Individuals are encouraged to register their interest online, by telephone or email.



Tel: 01522 705190

Email: lincolnshire.link@shaw-trust.org.uk.

Website: www.communityvoicesonline.org.uk

What is a Local Infrastructure Organisation?

In every urban and rural area in England, local infrastructure organisations (LIOs) work behind the scenes to ensure that local third sector groups and organisations get the support they need. They provide their members with a range of services and development support, and are the voice of the local third sector. LIOs differ greatly in character and size, from small rural organisations with one or two paid staff, to large multi-million pound operations. Each is part of a network that is in touch with over 164,000 local third sector groups and organisations across the country.



What does a local infrastructure organisation do?

Local infrastructure organisations help the local third sector in a variety of ways:

Identifying and filling the gaps

By monitoring the services provided by the third sector in its local area, an LIO is able to easily identify where the gaps are. It can then work with new groups to address unmet needs and ensure that existing groups are equipped to tailor their services to the changing needs of the community.

Raising standards

LIOs are key to a fully-functioning, high quality local sector. By providing access to information on anything from funding and legal advice to training and quality assurance standards, they ensure that local groups and organisations have the knowledge, skills and resources they need to support the local community.

Enabling communication and collaboration

Encouraging local groups to share resources and to work collaboratively creates a more efficient way of working and helps to build a stronger local sector. LIOs provide local groups and organisations with a forum for networking, enabling them to share good practice and expertise to form partnerships which can bid for public service contracts.

Providing a voice

LIOs act as a conduit, representing the diverse views of local groups and organisations to agencies such as the local authority and other public bodies. They also promote two-way communication, so that the local sector is consulted on policy developments and can contribute to discussions and decision-making at a local level. They often take the lead in establishing a local Compact - an agreement between the sector, councils and other local public bodies.

Promoting strategic involvement

The local third sector has a vital role to play in local policy-making and planning. LIOs make sure that the sector is represented and involved in local strategic partnerships, local area agreements and other influential planning groups, and actively work with representatives to ensure they keep on top of key local issues.

<http://www.navca.org.uk/about/whatisanlio.htm>



Tools for Tomorrow - A Practical Guide to Strategic Planning for Voluntary Organisations

Strategic planning and marketing have become more and more important in helping voluntary organisations fulfil their missions. This new and revised edition of Tools for Tomorrow gives you a complete set of tools to structure your planning process, combining exercises, case studies and worksheets that will make planning come to life.

Packed with practical ideas to make planning come to life, it will get you thinking about how your operating environment impacts on your organisation's plans. Aimed at directors, managers and those responsible for strategic planning within charities and voluntary organisations, this toolkit gives you the help you need to navigate through the recession.



To order this publication you can visit their website on:

<http://www.ncvo-vol.org.uk/publications/publication.asp?id=1488>

Free Community Websites

Are you a non profit community organisation? Would you like your own website?

If the answer is yes then we can help you - Lincoln County Council now provides a facility for communities to create and manage a web site via the internet. You can now have a professional looking, accessible web site - free of charge. With the help of the county council's web team you will be able to create a website based around your organisation, and receive full training on how to maintain it. You will be able to edit and publish new content, insert images, change the navigation and more.



The web team have previously helped over 70 parish councils set up websites, using a user friendly version of their content management system - the same principle will be applied to your site. There is no charge for the creation, maintenance or hosting of the site and it will be created to meet all guidelines for web accessibility. This opportunity is open to any non commercial community organisation within Lincolnshire. We reserve the right to refuse any organisation that we feel is inappropriate and which does not meet our guidelines.

You can visit our website for more information on our guidelines: <http://www.lincolnshire.gov.uk/section.asp?catid=14951&docid=61733>. If you are interested in having your own community website, please 'register your interest' by e-mailing your details to communities@lincolnshire.gov.uk

If you have any further queries please send an e-mail to the address above or telephone **Gemma Fairless** on 01522 553964

ICT Update!

YouTube for the voluntary sector

YouTube has launched a programme for voluntary and community organisations to help them share their stories and impact through video. To find out more about the programme and how to apply go to <http://uk.youtube.com/nonprofits>. There are more resources to help you make the most of new media technology at www.ichub.org.uk.

Open Office 3.0 released

If you are already using Open Office software or if you are looking for an alternative to standard Word and Excel packages then you might be interested to know that the latest version is now available to download. Open Office features all of the standard office functions such as word processing and spreadsheets and is easy to use. You can download the latest version of Open Office at <http://openoffice.org> and find out more about open source software in general at www.ichub.org.uk/managing ICT/open_source_1.html.

Free contact management software available from Lasa

The [Lasa](http://www.lasa.org.uk) AIMS software is a contact management database that can help you deliver an even better service, giving you the information you need to be more effective and efficient. The software is easy to use, and can be customised by you to meet your requirements. The entry level version of AIMS is now free to use, find out more at www.lasa.org.uk/aims/index.shtml.

Products and services for the voluntary and community sector

If you need to find a reliable supplier for software, hardware, a web designer or an ICT consultant then visit the ICT Suppliers Directory at www.suppliersdirectory.org.uk. The directory, produced by [Lasa](http://www.lasa.org.uk), offers a comprehensive, easy to search national listing of suppliers with a proven track record of working with the voluntary sector.

Discounted ICT software and hardware

Whatever your ICT requirements, NCVO member organisations can save money on a range of market-leading products and licensing options through their recommended suppliers. To find out more about their discounted products and services you can visit their website on: www.ncvo-vol.org.uk/discounts

Resources for the local Third Sector and Local Infrastructure

Delivering support services to the voluntary and community sector and supporting volunteering

Voluntary Centre Services Lincoln

The Healthy Hub
Beaumont Fee
Lincoln LN1 1UW

Phone:
01522 551683

E-mail:
abimbola@volunteercentrelincoln.org.uk /
info@volunteercentrelincoln.org.uk

Website:
www.volunteercentrelincoln.org.uk

Measuring effectiveness

Measuring Effectiveness was a joint project between NACVS and Charities Evaluation Services (CES), the aim of which was to produce a self-evaluation toolkit that would enable the CVS network to improve its monitoring and evaluation activities and to share the information in a comparable and consistent way. Funded by the Home Office, the programme began in 1999 when over 50 CVS across England were recruited to help develop the toolkit and test it out in their own CVS. The end result is Measuring effectiveness: A self evaluation toolkit for the national network of Councils for Voluntary Service (CVS).

What does the toolkit cover?

- It introduces a simple framework for self-evaluation.
 - It provides a step-by-step process by which CVS can identify their evaluation priorities
 - It details how to evaluate different areas of your work, for example, your training and development support work.
 - It can be modified and tailored to your own needs. The tools include example questions for a membership survey, enquiries monitoring form and client feedback forms.
 - It includes guidance on using different methods for gathering data and guidance on writing evaluation reports.
- NAVCA (National Association for Voluntary and Community Action) and CES are currently producing supporting information on using the tools, which will be available soon.



Measuring Effectiveness is available as a downloadable document in PDF format. The publication is only available electronically. For more information and a copy of the document you can visit their website on:

<http://www.navca.org.uk/localvs/lto/measuringeffectiveness/>

The Good Investment Guide for the Voluntary Sector!

Voluntary organisations have a duty to maximise the value of their assets and to obtain the best rate of return. However, they must also balance current financial pressures against potential future needs.

The second edition of *The Good Investment Guide* aims to steer voluntary organisations through this maze. Fully updated to reflect the changes in the political climate and across financial markets, this new edition includes an expanded ethical investment section, an updated legal framework, as well as checklists and case studies. For a copy of the guide you can visit the website: <http://www.ncvo-vol.org.uk/publications/showall.asp?id=1481>

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