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A Happy New Year to all, and our best wishes for a prosperous and fulfilling 2009.

The big event on the horizon is next week's **Third Sector Conference** (see below). Interest has been intense, and we're expecting a lively and informative occasion. We hope you'll be there of course, but if not we'll carry a full report on the proceedings in the next issue.

Lots of training courses coming up – and what better way to kick-start the New Year than by extending and enhancing your organisation's skills base? Many courses are free, or ILA assisted.

Comments and suggestions for the [website](#) and e-Bulletin are welcome.

Emails to: lee.stevenson@cvs-stirling.org.uk or donald.saunders@cvs-stirling.org.uk

Deadline for contributions is the previous Monday. If you have any queries, please call 01786 469916 and ask for Lee or Donald.

FORTHCOMING EVENTS

Public Sector Meets Third Sector

Teacher Building, 14 St Enoch Square, Glasgow

Wednesday 21st January, 9 am – 4 pm.

£49 + VAT (includes attendance at the event, morning and afternoon teas/coffees with lunch.)



This one-day conference from Ceis (Community Enterprise in Strathclyde) and the Scottish Government, Third Sector Division, focuses on the relationship between Public Sector and Third Sector. The event will examine the externalisation of Public Services to use the legal structures of the Third Sector, and will bring in speakers and practitioners from throughout the UK to inform the debate in Scotland.

The Scottish Government's stated aim is *'to create the right operating conditions in which an enterprising Third Sector can play a full role in the development, design and delivery of policy and services in Scotland, putting the people of Scotland at the heart of their plans.'* This event will begin the dialogue about the future shape of the Public and Third Sectors, examining issues of value, independence and enterprise.

Further information can be found on the CEiS website, www.ceis.org.uk/index.php?render&p=88

Third Sector Conference

Raploch Community Campus, Drip Road, Raploch, Stirling
Friday, 23rd January, 10 am – 3 pm

The Agenda and Programme have now been finalised and invitations sent out. If you wish to attend and haven't confirmed with us, *please do so right away* (we need to finalise our numbers today, if possible!)

PROGRAMME

10.00 - 10.30am	Registration and Coffee
10.30 - 10.40am	Welcome and Overview of the Day
10.40 - 11.00am	Background to Single Outcome Agreement: National Picture
11.00 - 11.30am	Stirling Single Outcome Agreement: Current Update
11.30 - 12 noon	Questions and Answers
12.00 - 12.45pm	Lunch
12.45 - 1.30pm	Workshop One: Role of Third Sector in Community Planning Partnership
1.45 - 2.30pm	Workshop Two: Contribution to Single Outcome Agreement 2009 - 2012
2.30 - 2.45pm	Comfort Break
2.45 - 3.00pm	Next Step

The Scottish Local Government Concordant: *One Year Progress Report*

Sheraton Hotel, Edinburgh
26th January 2009, 8.45 am – 4.30 pm

The Scottish local government Concordat agreement was billed at the time as an historic agreement for Scotland. One year on, the Concordant is now impacting on the work of organisations throughout the country.

But what has it achieved? Has the Scottish Government been keeping its promises? Have local authorities kept their side of the bargain? Are communities, NGOs, charities and others feeling the benefit or otherwise? How will it be affected by the current economic climate? Where do we go next with the Concordant and how will it develop?

This conference aims to move the debate forward and examine the real-life implications for public services and for the people of Scotland.

Further information can be found at <http://conferences.holyrood.com/>

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TRAINING & RESOURCES

Coping with the Credit Crunch: STEP Workshops

A series of FREE Workshops designed to help us weather the current economic climate

Stirling Enterprise Park, Stirling



Helping businesses negotiate a steady path through these tough times is the thinking behind a series of FREE and informative workshops organised by **Stirling Enterprise (STEP) Business Gateway**. These workshops will provide practical tips and guidance on how to move forward in 2009, and are of relevance to voluntary groups and social enterprises, as well as local businesses.

- **PR on a Shoestring, Increase Your Profile...Decrease Your Spend**
28th January 2009, 10.00 - 12.30
- **Trading Through The Downturn (Breakfast Briefing)**
12th February 2009, 08.00 - 09.45
- **Making Your Website Work Harder For You**
18th February 2009, 10.00 - 12.30
- **A Financial View Of How To Survive The Credit Crunch**
24th February 2009, 10.00 - 11.30
- **Negotiate Your Way To Success with Suppliers & Customers**
26th February 2009, 10.00 - 12.30

STEP is also holding a number of **one-day courses**, which will last from 9.30 am to 4.30 pm. The cost of each is £75 + VAT.

- **Advanced Excel**
Wednesday, 21st January 2009
- **Advanced Word**
Thursday, 22nd January 2009
- **Assertiveness & Confidence Building**
Friday 23rd January 2009

For more information about any of the above courses, or to register your place, contact STEP Reception on 01786 463416, or e-mail reception@stirling-enterprise.co.uk

Forthcoming SCVO Courses



Making Every Minute Count

20th January, Centre for Independent Living, 117-127 Brook Street, Glasgow

This course will help identify the skills necessary for effective minute taking.

Participants will learn how to set an effective agenda, identify what to include in the minutes, produce accurate and reader-friendly minutes and have more confidence in their own role in the meeting.

Team Work

21st January, The Albany Centre, 44 Ashley Street, Glasgow

Using an overview of characteristics that help create successful teams, this one-day course introduces participants to common problems that can affect how well teams work together and explores ways in which team leaders might address these.

Fundraising Fundamentals

27/28th January, The Albany Centre, 44 Ashley Street, Glasgow

This practical and hands-on two-day course will cover the basics for funding and supporting your organisation: planning approaches to funders; making a case and putting together an effective proposal. Also, the problems of sustainability, the needs of a variety of funders, where to get information about funder's criteria and guidelines, and how to develop relationships for longer term support.

REHIS Elementary Certificate in Health and Safety

2nd February, SCVO, Mansfield Traquair Centre, 15 Mansfield Place, Edinburgh

A one-day course certified by the Royal Environmental Health Institute of Scotland, providing basic health and safety awareness for all levels of staff. This nationally recognised certificate requires successful completion of a short multiple-choice examination at the end of the course.

Freedom of Information and Data Protection

3rd February, The Albany Centre, 44 Ashley Street, Glasgow

Data sharing is something more and more organisations are asked to agree to. What does the law say about using personal data? When can you refuse to hand over information, either to an individual or another organisation? Public bodies are now subject to the Freedom of Information Act. What sort of non-personal data is covered by FOI legislation and are the rules about disclosing it different from data protection law? This half-day workshop will help voluntary organisations navigate through the maze.

Report Writing

4th February, Mansfield Traquair Centre, 15 Mansfield Place, Edinburgh

This practical workshop will give you the tools to produce a basic report. The course includes: doing research, sifting the material, structuring the report, learning to summarise, using the right words, presentation, graphics and appendices.

NB: If you earn £18,000 p.a. or less, you can get £200 off the cost of SCVO training by applying for an Individual Learning Account (ILA).

For more information, email Fiona Paterson, SCVO Training Co-ordinator, on fiona.paterson@scvo.org.uk The full range of courses in the SCVO's 2009 Training programme can be found on the website at www.scvo.org.uk

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VOLUNTEERING & EMPLOYMENT

Administrative Assistant

This post for 8 hours per week is based in our small office in **Balfroun**.

Crossroads Caring Scotland
Practical support for Scotland's Carers
West Stirlingshire

Experience of administration / working in an office environment is essential. Applicants should be competent in the use of current Excel and Word computer software. Knowledge and previous use of Sage for payroll is desirable.

Working under the direction of the Service Manager the Administrative Assistant will assist on all matters relative to the administration of the service. Duties include:

- Answering the telephone, taking messages and handling enquiries.
- Helping to maintain administrative and information systems including user records.
- Processing, preparing and inputting timesheet and expenses data.
- Preparation of all matters relating to payroll using Sage.

Crossroads provides support to people from vulnerable groups and all posts are subject to a Disclosure Scotland check as a requirement of employment.

Please phone 01360 449400 for an application pack. **Closing date for completed applications is 30th January 2009.**

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SOCIAL ENTERPRISE

Third Sector Enterprise Fund Opens

The £12 million Third Sector Enterprise Fund opens this month and will support organisations that want to build their capacity to operate in an enterprising way. Applicants to this fund will be supported at an earlier stage of enterprise development than applicants to the Investment Fund.

The Scottish Government will offer funding of between £25,000 to £100,000 to Third Sector organisations based on the assessment of a full application explaining clearly the rationale for the proposal and the expected outcomes.

Applications for funding in excess of £70,000 will need to be supported by a business plan.

Further information can be found on the Scottish Government website at www.scotland.gov.uk/News/News-Today

Guide for Social Entrepreneurs

Social care organisation Turning Point has produced a guide to help community-based social enterprises. 'Elements of Success' is a handbook aimed at entrepreneurs who want to operate a social enterprise in the **health and social care sector**. It contains notes on good practice and how to run a financially sustainable business.



The handbook can be downloaded (PDF format) from www.turning-point.co.uk/NR/rdonlyres/31CD1513-F9B2-41B7-91DD-42CCD7FB0C3A/1526/ElementofSuccess.pdf

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FUNDING

Lloyds TSB Foundation: New Guidelines

The Lloyds TSB Foundation for Scotland has published its new priorities and guidelines for grants for 2009-11.



They will accept applications for the **Standard Grant Scheme** from charities focused on improving quality of life and creating equality of opportunity for people in Scotland.

Their funding criteria are set in a way which attempts to include a wide variety of charitable activity which will provide benefit that could:

- Improve support for at-risk groups
- Reduce isolation
- Improve community cohesion and integration
- Improve health and well-being
- Increase independence
- Improve family welfare
- Increase life skills
- Increase citizenship

Priority will be given to initiatives/services which clearly target at-risk or disadvantaged groups, and which can demonstrate a likely long-term benefit from Foundation support.

A leaflet with full guidelines can be downloaded (PDF format) from www.ltsbfoundationforscotland.org.uk/documents/Standard%20Grant%20Scheme%20Criteria,%20Priorities%20and%20Principles%202009-2011.pdf

Scottish Community Foundation: Grants Programme Changes

The Scottish Community Foundation has made some changes to their **Scotland Wide Grants Programme**.



- The maximum size of an Express Grant has been increased to £2,000. (*Express Grants were formerly known as Small Grants.*)
- All applicants must send copies of their **constitution** and **annual accounts** with their application form. (*This was not previously required for Small Grants.*)
- All applicants will be required to have their annual accounts **inspected and signed** by someone independent of the group.

Full details of the changes can be found on the Foundation's website, www.scottishcf.org/strengthening-communities/apply-for-a-grant/scotland-wide-grant-programmes/

Dormant Bank Account funds: an update

In November 2008, a bill was passed to allow dormant funds to be released from banks and building societies into a 'Reclaim Fund'. An estimated £400-£500 million currently lies untouched in UK bank accounts. Under the new legislation, accounts which have not been activated for 15 years or more will automatically be emptied into the new fund - set up to help charities across the UK.

The Reclaim Fund will not become operational until mid-2009 at the earliest, at which point funds will be passed to The Big Lottery Fund to distribute. It is anticipated that the fund will be open for applications in 2010. Scotland's share of the funds will be approximately one tenth of the monies released.

A consultation held in spring 2008 sought public opinion on how the fund should be distributed, and Scottish Ministers will soon be discussing the results of that consultation and the proposed spending priorities for Scotland. You can keep informed at www.scotland.gov.uk/Topics/People/15300/Dormantbankaccounts

SCVO Members: Earn Income from Web Searches

A new partnership between SCVO and Whitebox means that SCVO member organisations can install **free Yahoo! internet search-boxes** which generate unrestricted income when they search the internet. Just making a small change to the way employees, supporters and beneficiaries search the internet can generate additional income for your organisation.

How does it work?

First step is to visit the website www.poweredbywhitebox.com/scvo/ for more information and to sign up your organisation. You will find three options:

1. **Add your own free branded search box to your website or intranet.**
2. **Have a branded webpage supporters can save as a 'favourite' search engine or home page**
3. **Give supporters a simple branded search box that they can add to their web browsers at home or work.**

The technology behind the search box comes from Whitebox, but will look and work as part of your own site. Furthermore, your supporters can add it to their own sites almost instantly and with very little effort; earning your organisation yet more income. The more people use your search boxes, the more income they will generate for your organisation.

Yahoo! is the world's biggest online host, with search results comparable to Google. To learn more about this new service or to sign up your organisation go to www.poweredbywhitebox.com/scvo/faqs.asp

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GROUP NEWS

Heart to Heart Launch and EGM

St Andrews Church Hall, Leny Road, Callander
Thursday, 22nd January, 7.30 pm.

Heart to Heart – *“bringing hope to those affected by divorce or separation”* - are relaunching their website and logo with a brand new look at an event which will also include an Extraordinary General Meeting (EGM). *Come and join us!*

- **Launch** – website & Logo
- **Moving from Fear to Love** – *“What is the purpose of suffering and what keys does it hold for unlocking life?”* Talk by Louise Morris; Daybreak model facilitator
- **E.G.M**
- **Refreshments**

Please RSVP by **Friday 16/1/09**. Email: info@hearttoheart.org.uk

phone: 01877 339966, text: 07790 437 713.

Heart to Heart: Room 3, Callander Kirk Hall, South Church St, Callander, FK17 8BN

Up for Grabs: Office Desks

Could your organisation use extra desks? Denvir Marketing, Castle Business Park, have **seven desks** to get rid of – contact Laura Sneddon on 01786 435196, email laura@denvirmarketing.com

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OTHER NEWS

Support for Carers

Funding for carers across Scotland was announced recently, marking Carers Rights Day 2008 (5th December). Public Health Minister, Shona Robison, outlined a package of measures worth over £13 million as a 'down payment' to increase support. The measures include:

- An additional £4 million to help deliver 10,000 extra weeks for personalised short breaks for carers. New national guidance has also been delivered to councils to ensure local planning of short breaks meets the individual needs of carers.
- £9 million for all NHS boards across Scotland to develop Carer Information Strategies and roll out initiatives in their local area, including training events for NHS staff and carer information sessions.

New Year Carers' Bonus

The Chancellor, Alistair Darling, has announced that carers are to get a £60 bonus in the New Year in addition to the usual £10 Christmas bonus they usually receive.

The increase will be paid automatically in the New Year and is for recipients of benefits including Carer's Allowance, Disability Living Allowance, Incapacity Benefit at the long-term rate, Contribution-based Employment and Support Allowance (support or work components), Attendance Allowance and State Pension. The qualifying week for the Christmas bonus will be the week commencing 22nd December.

A dedicated phone number has been set up to deal with enquiries: 0800 141 2591.

Village Halls Research

The village hall is at the heart of community life in rural Scotland. Yet a major piece of research covering nearly 900 halls has identified widespread problems, including problems with their physical fabric, high running costs and poor energy efficiency. **And one in three halls runs at a loss.** But there are success stories too, and some communities such as Finzean in Deeside are setting a new standard for the future of village halls.

The results were published in December 2008. **'Community Facilities in Rural Scotland'** was commissioned and managed by the Scottish Government in collaboration with the Scottish Council for Voluntary Organisations (SCVO), and undertaken by the Scottish Agricultural College.

It provides a database of village halls, including their condition, use and who manages them. This, say the Scottish Government, will help them work with rural communities to support the long-term sustainability of the facilities and the communities that use them.

The key findings include:

- Four-fifths of village halls are owned by the communities they serve
- Two-thirds are more than 50 years old and almost 66 per cent need improvements or repair
- Management committees find it difficult to recruit and retain volunteers
- Less than 20 per cent of committee members have undergone formal training in their role

The publication of the community facilities research was announced at the Rural Development Council meeting in Finzean Village Hall. The Rural Development Council is a forum which will bring a broad range of expertise on rural matters to bear on strategic discussions to shape rural policy and practice in Scotland.



Village halls are the heart and soul of community life in rural areas, but everywhere their sustainability is under threat.

The Scotland Rural Development Programme (SRDP) 2007-2013 has a total budget of £1.6 billion. Up to £30 million is available, under Rural Priorities for community facilities and services including village halls.

More details can be found on the Scottish Government's website at www.scotland.gov.uk/News/Releases/2008/12/08112233

ICE – In Case Of Emergency

Most of us carry a mobile phone with names and numbers stored in its memory. But if we were to be involved in an accident or were taken ill, the people attending (such as the emergency services) might not know which of them to call.

The 'ICE' (In Case of Emergency) Campaign aims to rectify this. 'ICE' is a method of contact during emergency situations. All you need to do is store in your mobile the number of a contact person or persons who should be contacted during emergency under the name 'ICE' (In Case of Emergency). For more than one contact name, just enter ICE1, ICE2, etc.)

A simple idea, and simple to set up: why not do it now?

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