

CCVS Dragons' Apprentice Challenge Awards

The **CCVS Dragons' Apprentice Awards ceremony** took place on 27 April to celebrate the efforts of Year 12 students who took part in this challenge to raise funds for some of our member groups.

All the teams came up with brilliant fundraising activities from selling hand-made items and running a quiz night to bake offs and discos to raise money for their chosen charities. They developed their activities as business ideas with the support of business mentors from the local Cambridge branch of professional services firm, Deloitte.

The three teams of Year 12 pupils went on to compete for a series of awards and were judged by a panel of Super Dragons of local business people to win the Dragon trophy for overall winner in Cambridgeshire.

The overall prize was taken by Team Empire from St Ivo school in St Ives, who raised £861 for their chosen charity, Centre 33. Team Kozy from St Mary's School Cambridge won the prize for innovation and raised £246 for their chosen charity Blue Smile. Team 7 Marketeers won the prize for Best Display and Presentation and raised £386 for their charity, Friends of the Rosie.

Team Empire will now qualify to compete with 50 other teams from elsewhere in UK for The Dragons' Master Prize competition.

The Dragons' Apprentice Challenge is an annual business programme for students in Year 12 started in 2009 by the Centre for Voluntary Service St Albans.



Annual Survey

We still need your responses to our Annual Survey. Please take a few minutes to fill this in.

Our survey provides a vital opportunity for us to get a picture of what is happening in voluntary and community groups across our region and we use the results to plan our work and services over the coming year.

We also use your feedback to inform our discussions with statutory bodies and other partners and to represent the interests and needs of our sector.

Please give us your views.

[You can find the survey here](#)

Thank you for your help!

In this edition:

CCVS Training	2
Fenland News	3
Voluntary Sector News	4 - 5
Health news	6
News from the Charity Commission	7
Funding News	8
Job and trustee vacancies	9

CCVS Training

*Have a look at the CCVS training opportunities.
Most sessions are FREE for CCVS members*

- **Legal Issues for Volunteer Managers;** understand your legal obligations to your volunteers
- **Duties of Trustees: Understanding the Basics:** essential training for all trustees
- **Storytelling for Impact:** Come and learn the craft of good charity storytelling
- **Make Crowdfunding work for you:** find out how to get the best out of crowdfunding

Legal Issues for Volunteer Managers

24 May 9.30 - 13.30 16 - 18 Arbury Court Cambridge CB4 2JQ

This session will give you a concise and engaging review of the information your organisation needs to meet its legal obligations to its volunteers.

The session will be led by Chris Trevorrow

[Book your place here](#)



Duties of Trustees: Understanding the Basics

25 May 09.30 - 12.30 at March Town Hall

A session for new trustees and for those who have been trustees for a while. It will look at key trustee roles and responsibilities.

The session will be led by Alan Turner

Find out more and [book your place here](#)



Storytelling for Impact

6 June 10:30– 15:45: at the Meadows Community Centre, 1 Saint Catharine's Road, Cambridge, CB4 3XJ

Come and learn the craft of good charity storytelling. Learn how to identify your heroes, and tell the tales of the challenges they overcome and how you help them to do this. Come away with content to get you started from this interactive, practical masterclass. Bring your smart phone as this session will use images, sound and video - not just words.

The trainer for this event is Natasha Roe from Red Pencil

Red Pencil's consultancy is based on language and words and the impact of communicating clearly in powerful, strong language. Natasha holds an MSc in Charity Strategic Marketing and Fundraising with Distinction from Cass Business School and the Institute of Fundraising's Diploma of Fundraising Management.

Only £20 for voluntary groups

[Book your place here](#)



A FREE workshop to help you achieve success through crowdfunding...

12 June 14:00–16:00 at 16–18 Arbury Court Cambridge CB4 2JQ

Crowdfunding has moved on a long way since the early days of JustGiving which tended to focus on small projects for good causes.

Now crowdfunding is seen as a viable alternative to more mainstream finance streams. This opens up many new ways to secure funding – but beware, there are pitfalls!

CRUCIALCrowdfunding.com helps you make the most of the crowdfunding opportunities.

Our workshop will take you through the website and help you to:

- Decide which type of crowdfunding is best for you – debt or equity, donation or reward
- Choose which of the many different platforms around is most suitable for your project
- Plan your critical pre-campaign period and manage the campaign itself to best secure success

Places are limited.

[You can book your place here](#)



Fenland News

Healthy Fenland Fund

The Healthy Fenland Project is part of the Engaging and Strengthening Communities in Fenland Programme, funded by Cambridgeshire County Council. Support is offered to both existing organisations, wanting to do something new, and to members of the public who want to get involved and have no previous experience. As well as practical support and guidance, the Project also offers financial support from The Healthy Fenland Fund.



Applications to the Healthy Fenland Fund are invited from existing and newly forming groups based in Fenland. Projects will be supported if they seek to improve the health and well being of people living in this area.

If your group wants help in making an application to the Healthy Fenland Fund then get in touch with us at CCVS. Call us on 01223 464696 or email enquiries@cambridgecvs.org.uk

CCVS Fenland Support Sessions

These sessions are for community groups and charities wanting advice on issues such as:

- Charity governance and management
- Setting up a new group
- Fundraising and financial matters
- Training and problem solving

Get in touch with us if your group has a problem it would like help with.

Our next session is on 31 May in Wisbech

To make an appointment call us on 01223 464696 or email: enquiries@cambridgecvs.org.uk

Still time to book your place on:

Duties of Trustees: Understanding the Basics

25 May 09.30 - 12.30 at March Town Hall

This valuable training session is aimed at new trustees and management committee members as well as those who may have been on their board or committee for some time. It's an opportunity to go through the key trustee roles and responsibilities especially in relation to:

- What Public Benefit means and how that makes an organisation charitable
- Roles and Responsibilities of Trustees
- Safeguarding the charity's values, aims and objectives
- How Trustees should manage the strategic decision making such as budgets, finance and policies

The session will be led by Alan Turner

[Find out more and book your place here](#)

Fenland Funding Fair on 29 June in Wisbech

The Fenland Funding Fair will be on 29 June from 10.30 - 15:00 at Wisbech Town Council Chambers

Come and meet the funders and get advice on funding for your project.

We will have representatives from

- Heritage Lottery Fund
- Healthy Fenland Fund
- Evelyn Trust
- Cambridgeshire Community Foundation
- Living Sport

Meetings with funders are by appointment only

Voluntary Sector News

General election 2017: How to campaign and speak up while staying within the rules

NCVO has prepared information and guidance to voluntary and community groups on how to campaign.

What does the snap general election mean for you?

In the run up to the general election, some charities will want to talk in public about the causes and beneficiaries that they care about. This will include talking to politicians and the media, or campaigning and raising awareness within the public about the changes you want to see or policies that you think the next government should adopt.

This is perfectly right and normal: we encourage you to speak up. We also want to help you. If your charity campaigns or engages with politicians, there are some rules that apply in the run-up to the election.

[*This guide aims to help you to speak up with the confidence that you are doing it within the rules.*](#)

You can also watch a recording of the NCVO webinar on how to campaign during the election period.

Campaigning and political activity guidance for charities

[Charities, Elections and Referendums guidance \(PDF, 620KB\)](#) covering England and Wales is the Charity Commission's own guidance for trustees on campaigning in an election or referendum. This guidance is based on a mixture of case law, charity law and good practise.

Among the key points made in this guidance the Commission states that:

- **legal requirement:** to be a charity an organisation must be established for charitable purposes only, which are for the public benefit. An organisation will not be charitable if its purposes are political
- campaigning and political activity can be legitimate and valuable activities for charities to undertake
- **legal requirement:** however, political campaigning, or political activity, as defined in this guidance, must be undertaken by a charity only in the context of supporting the delivery of its charitable purposes. Unlike other forms of campaigning, it must not be the continuing and sole activity of the charity. (Section 3.5 provides a fuller explanation.)

You can find the guidance in full [here on the Charity Commission website](#)

Small Charity Week 2017: 19 - 24 June

Small Charity Week is the biggest event in the small charity calendar providing free initiatives, competitions and support over six days for charities or local community organisations with an annual turnover under £1.5 million. Events include:

- [I Love Small Charities Day](#): three social media competitions to win funds for your charity
- [Big Advice Day](#): free advice on any charity topic of your choosing from experts across the sector and business leaders.
- [Policy Day](#): local and national events will support engagement between small charities and policy makers
- [Fundraising Day](#): take part in free competitions and initiatives to raise vital funds for your small charity and join events to improve your knowledge on fundraising topics
- [Small Charity Big Impact Day](#): showcase your small charity and the fantastic impact it makes by applying for the FSI's Small Charity Big Impact Awards
- [Celebration Day](#): run an event to help raise awareness of and celebrate your amazing work

[Check the website now](#) as some deadlines are fast approaching.

More information is on the [website here](#) and follow @SCWeek2017 for breaking news.

What is BikeRegister?

[BikeRegister](#) is the UK's national police approved cycle database. Registering on BikeRegister means you could be reunited with your bike in the event of it being stolen.

Over 615,000 bikes are registered and every Police Force in the UK uses the BikeRegister database to search for stolen & recovered bikes. The site also has hints and tips to keep your bike safe.



Voluntary Sector News

Free Social Media Surgery: hands on help with social media

The next free Social Media Surgery for Cambridgeshire VCSE groups will be held on Wednesday 10 May 4.00 - 6.00pm at Cambridge Online.

A Social Media Surgery is an informal gathering at which volunteer "surgeons" with expertise in social media, offer free advice to representatives of non-profit organisations, charities, community groups, activists, or individuals who need a bit of a hand to get their life back on track (for example, if you are unemployed, disabled, etc).

If you want to know how to use social media to benefit your organisation then come along and get some advice. You will sit with to someone who understands good ways to use the internet. Someone who will listen to what you do, and then show you free, useful tools which can help you to learn more about how to use the web to communicate your message, to run a campaign or to collaborate with other individuals and organisations. [Full details here](#)

To book call Cambridge Online on 01223 300407 or email andrew@cambridgeonline.org.uk

[Cambridge Online](#) is an educational charity and social enterprise helping people from Cambridgeshire and the wider area to get online. We specialise in helping disabled and disadvantaged people, but our services are open to all.

Would your charity or social enterprise like to host a hard-working student of entrepreneurship for 20 hours a week, for 10 weeks?

Anglia Ruskin University's MSc Entrepreneurial Management students, based in Cambridge, are seeking a project to work on with an SME (or larger company) to provide them with work experience.

Other than reasonable expenses where applicable, there is no financial commitment required from the host organisation. This would be perfect if you have (for example) a market opportunity you wish to explore but don't have time, or some research you would like to undertake. However, anything business related will be considered. The project would need to start by the end of May.

Should you be interested, or just want to find out more, Dr Lianne Taylor lianne.taylor@anglia.ac.uk will be happy to hear from you directly and discuss things further.

More than Smiles

Wednesday 24 May 2017 14:00—15:30 at Great Shelford Library CB22 5LZ

A talk by Per Hall (consultant Plastic Surgeon, Addenbrooke's Hospital, Operation Smile Volunteer) and his team, who are helping to strengthen the Ethiopia's health system through specialised training and education programmes on cleft lip and palate surgery while continuing to provide patients with world-class levels of surgical care.

We look forward to seeing you there!

[Camsmile](#) is a local charity and CCVS member that fundraises to support the work of Per and his team as well as working to support the improvement of cleft services and support in the East of England region.

Cambridge Folk Festival

Call for volunteers by [Oblique Arts](#) who will be doing the art install for the Cambridge Folk Festival. This is an opportunity to be involved with professional artists and gain experience in a range of media. We make sculptures, hand painted signage, wrap trees and install new interactive artworks each year.

Please contact mail@obliquearts.co.uk stating your interest and any experience. For committed volunteers there will be festival tickets available.

[Oblique Arts](#) is an artist led non profit making organisation. We enable communities to work with us and provide spectacular and innovative multi media urban installations.

Health News

Public Voices Shaping Health Research: "the what, the how and the who"

You are invited to this event on the 7 June 2017 at The Maltings, Ely brought to you by the East of England Public Involvement Forum.

"People are Messy" is a thought provoking film about the importance of the patient voice in shaping health research. This will be shown in the morning followed in the afternoon by a range of speakers talking about their experiences of involving different groups in health research.

This event is free and is open to the public, patients, carers, charities, researchers and anyone else interested in finding out more and having a say. Please pass this information on to anyone who may be interested.

For more information or to register please contact Lorna Jacobs - lorna.jacobs@cpft.nhs.uk or call 01223 465188.

Invitation to Sharing the Caring 2017 Event

Dementia campaigner Tommy Whitelaw will share his experience as a carer for his mother at an event in Cambridge to mark National Carers Week (12-18 June).

The annual 'Sharing the Caring' event is on Tuesday 13 June from 10:00am - 4:00pm at the C3 Centre, Coldhams Lane. This event has been jointly organised by Cambridgeshire and Peterborough NHS Foundation Trust and Carers Trust Cambridgeshire and Peterborough to celebrate inspiring carers and share practical support and information.

Other events on the packed day for carers include:

- **Carers Trust Cambridgeshire and Carers Trust Peterborough's Pride in our Carers Awards 2017** – celebrate the valued work of carers and the organisations that support them
- **Market stalls** – talk to health and care professionals at an interactive, lively market place about the support you need
- **Triangle of Care** – hear how the Triangle of Care is involving carers since CPFT joined the scheme two years ago to strengthen the involvement of carers and families in care planning
- **Workshops** – interactive sessions on subjects like recovery, dementia and Tai Chi

To book your place at the free event please telephone 01480 499090 or go to <https://bookwhen.com/triangleofcare> (a free bus from Peterborough is available).

Counselling Skills for Non-counsellors

1 day course on Friday 19 May: 10:00 – 16:00
The Signal Box, Glenalmond Avenue, CB2 8DB

This is a one day intensive course for those engaged in a helping or supporting role privately or professionally. Led by a highly qualified Relate counsellor.

The purpose of the course is to offer a framework and some of the skills necessary in helping others. With over 70 years' experience in couple counselling Relate is in a prime position to be able to offer basic Counselling Skills Training to those who wish to use these skills in their work and home life.

Cost: £80 per person

For more information or to book please contact: admin@relatecambridge.org.uk or call 01302 347712

News from the Charity Commission

New accounting templates produced with Companies House

If you are a trustee of a charitable company with an income under £500,000 or helping to prepare those accounts and you're not sure about what information to include in your annual report and accounts or just want to save time, you can use [new accounting templates](#) that the Charity Commission has developed with Companies House.



Using these will not just help ensure you provide the Commission with the correct information it needs as a regulator, but will also help you produce quality accounts that show your supporters how you used their generous donations. There are also [templates for non-company charities with incomes under £500,000](#) and [trustees' annual report templates](#).

Charities are 'missing vital opportunity' to show how they benefit the public

The Charity Commission has published the [findings of its work to scrutinise charity accounts](#) which reveals that over half of those reviewed did not meet the public benefit reporting requirement. The regulator says these charities are missing a vital opportunity to tell their story and explain their impact.

Of the charities that failed to report on how they complied with the public benefit requirements some did not describe the difference that their charity had made, others did not include the statement that they had complied with the public benefit requirements and read the Commission's guidance and a significant number did not do either.

You can find the Charity Commission's [Public Benefit guidance here](#)

The Commission's report includes an [example case study](#) from the sample, demonstrating that it can be easy for trustees to get the public benefit reporting right and to explain succinctly and clearly how their work benefits the public and the difference that they make.

What's your induction process and policy for new trustees?

The Charity Commission highlights the importance of investing in the training, support and development of your trustees. A proper induction is a key part of this.

Your new trustee should be given:

- the charity's governing document
- the charity's latest annual report and accounts
- minutes of recent trustee meetings
- the charity's policy on dealing with conflicts of interest
- any other key documents which trustees will need, for example, the charity's strategic plan and its vision and values or mission statement

New trustees should have a chance to meet other trustees and key people within the charity to get a better understanding of its work and any challenges. They should also read the Charity Commission guidance [The essential trustee: what you need to know, what you need to do \(CC3\)](#).

More information is available in the [Finding new trustees \(CC30\) guidance](#).

Training for new trustees

The CCVS course: *Duties of trustees understanding the basics* is specifically designed to give trustees the essential information they need to understand their role and responsibilities
Our next course is on 25 May 9:30am - 12:30pm in the Town Hall, Market Square, March PE15 9JF

Read more about the course and [book your place here](#)

Funding News

Grassroots Giving 2017: applications open from 2 May

[Skipton Building Society's Grassroots Giving community funding scheme](#) launched for 2017 on 2 May. Grassroots Giving 2017 will, once again, donate pots of money to smaller, community minded organisations which would normally struggle to win funding. This will help a large number of organisations across the UK make a big difference to their neighbourhoods and communities. Have a look at the website to see the projects that received funding last year. You can find the application form and [criteria for applicants here](#)

Deadline for applications is 31 July 2017.

The Bright Ideas Fund is OPEN!

Round two of the [Community Business Bright Ideas Fund](#) is now open! The Bright Ideas Fund aims to give your community group the support and tools you need to set up a community business. The £1.85 million, two-year programme is already helping groups get their bright NEW ideas for a community business up and running, through a programme of tailored community business development support and early stage finance of up to £20,000. Community business are businesses that are locally rooted, accountable to the local community, will benefit the local community and have a broad community impact. If your business idea sounds like it could be a community business, then this fund is for you!

Round two applications will be accepted until the 31 May 2017 from organisations in England only. There will be additional funding rounds in September 2017 and February 2018.

The Dosoco Foundation supports music projects in Cambridgeshire

[Dosoco](#) supports music related projects which have the power to unlock people's worlds and have a positive social impact as a result. The Foundation supports projects in the following key areas:

Music therapy - for families seeking to benefit from music therapy expertise with children or family members with learning or physical disabilities or for organisations looking to provide specialist care for particular individuals or groups through the skilled use of music therapy.

Music access – setting up a new music group for example or creating an innovative solution to people accessing or taking part in music events limited through disabilities or accessibility.

Music education - projects in this area might include enabling classes for adult learners, or providing music education to children that struggle to attend conventional music lessons.

Innovation in sound and music - grants could support both hi tech and lo tech innovation, for example technology development for real-time internet-enabled group rehearsals or ways of using sound to help visually impaired people play sport.

The closing date for applications is 26 May and successful groups will be notified by 23 June.

More information and [details on how to apply](#) are on the website

A fundraising recommendation from a C CVS member
'Some of our best fundraising was through BT Mydonate, fantastic online facilities with no monthly fees and very small charges'
BTmydonate

It is always good to know what has worked for you and to be able to pass this information on. Let us know if you have used any fundraising resources that you have found particularly helpful

Job Vacancies

Cambridge Womens' Resources Centre: Centre Manager/Executive Officer

Hours: 4 days a week / 30 hours per week

Salary: NJC point 33 (£29, 323 pro-rata) plus car allowance and pension contribution.

This post is initially a 2 year contract. Please note we are a women only organisation and all roles are for female employees in accordance with section 7.2(e) of the Sex Discrimination Act

An opportunity has arisen for a dynamic, enthusiastic Centre Manager/ Executive Officer to join CWRC. This is a great opportunity for someone to join the CWRC. Your role will be central to the running of the centre at a time when the organisation is embracing an exciting period of transition and change.

We are looking for exceptionally organised, resourceful and proactive applicants, who enjoy diversity in their work and tasks. You will be able to demonstrate positive interpersonal skills as you will be a key point of contact for many important stakeholders and partnership organisations, with a good understanding of the voluntary sector and experience of working within women's services. Your experience should demonstrate the ability to manage a small organisation, inclusive of staff team and financial management. This post is subject to an enhanced DBS check.

The closing date for applications is 12 noon Monday 15 May 2017.

For further information, job description and application form please go to the [CWRC website](#)

Woodcraft Folk: Join our team to reach new communities in the Eastern Region

Woodcraft Folk has secured funding to work with young people aged between 10 and 20 across the Eastern region. We want to start up new Pioneer, Venturer and DF groups in our target communities which includes Cambridge and Peterborough.

We are looking for a dedicated and talented team to recruit new volunteers, support existing groups, run outreach activities and provide leader training.

We are currently recruiting for:

Project Co-ordinator

Full time, fixed term contract until 31 March 2020; £25,717 - £27,638 plus homeworker allowance.

The Project Co-ordinator will oversee the project, using their experience of managing projects, developing partnerships and leading a team to ensure that growth targets are achieved on time and to budget.

Development Officers (various roles)

Part time, between 7 and 21 hpw depending on location, initial fixed term contract until 31 July 2018; £23,155 - £25,717 pro rata plus homeworker allowance

Working closely with our existing volunteer network in the region, Development Officers will be responsible for recruiting, training and supporting a team of volunteers, and delivering a programme of outreach activity to attract young people to join Woodcraft Folk groups.

Closing date for all roles is 5pm 18 May.

Interviews will be held between 31 May and 5 June.

Download the job description, person specification, application form and other supporting documents from [the website here](#)

Trustee Vacancy at the Tithe Barn Trust

The Tithe Barn Trust is a small charity aiming to save and sympathetically restore the Tithe Barn, in Landbeach, for community use.

Join the Tithe Barn Trust as a Learning Trustee and shape and inspire learning at the Tithe Barn. You will have the chance to make a real difference to a friendly and supportive charity at a time of significant development.

To find out more contact Gemma O'Shea on 07986 717958 or email tithebarntrust@gmail.com or visit www.tithebarntrust.org.uk

Or apply online at <https://reachskills.org.uk/opp/learning-and-education-trustee>

Registered Charity Number 1167108