

Inner North West Funding Officer

The purpose of this report is to update members of the Area Committee on progress of the Funding Officer Project and to (something about request for funding for 2007/08)

1.0 Background

1.1 At the December 2004 Area Committee, members agreed to commission the Funding Officer Project and extend this project to a full time post to cover all Wards in Inner North West Leeds.

1.2 The project costs £44,700 per annum and provides the following services:

- Direct support via email, telephone and face to face to groups on sourcing and completion of funding applications
- Training sessions
- Email funding updates
- Production and distribution of a quarterly newsletter

2.0 Project Update

2.1 Sharon Knott, Funding Officer is working on a part time basis and co-ordinates the work of the Funding Officer Project. Anna Rudd left the project in May 2006 and Marcella Celli was appointed in July 2006 as part time Funding Officer. For the first quarter of the year the project was working to less than full time capacity.

2.2 In March 2006 it was identified that some wards were less developed than others and that HydePark and Woodhouse Ward in particular had additional short-term support from O2 funded projects, consequently it was decided to focus specific worker time into specific wards. Sharon Knott concentrates in the Headingley and Hyde Park and Woodhouse Wards and Marcella Celli in Kirkstall and Weetwood Wards. This has proved very successful in both coordinating with the additional support where available and in developing some other Wards (Weetwood in particular).

3.0 Monitoring

3.1 The monitoring of this project is undertaken in line with monitoring for all Well-being projects and is monitored on a quarterly basis.

Outputs and outcomes for this project have been agreed between Voluntary Action Leeds (the delivery organisation) and North West Area Management. Outputs achieved in the first two quarters were presented to the October 2006 Area Committee.

- 3.2 The target output for training is 7 groups per quarter. The project received a high demand for training from feedback from groups and found that groups that participated in training sessions in conjunction with direct support were more likely to be successful in funding applications.

From April – November 2006 the following workshops took place.

Workshop Title	Booked on	Attended
What makes a good application	10	13
Reaching Communities – Big Lottery Fund	10	8
Project Planning	7	7
Funder Finder	7	4
Planning your Fundraising	7	4
Full Cost Recovery	7	6
Ten Top Funders	11	11
Funding for Small Groups	6	6
Total	65	59

Breakdown of participants by ward

Headingley	17
Kirkstall	12
Weetwood	7
Hyde Park and Woodhouse	23
Total	59

- 3.3 The project in line with agreed targets has produced and distributed two newsletters in the first two quarters. The newsletter is distributed to 246 groups in the area and elected officers, PCT, area office and sports centres and libraries in the area.

Mailing database - groups

Headingley	79
Kirkstall	50
Weetwood	36
Hyde Park and Woodhouse	81
Total	246

3.4 Intervention from the project in addition to the newsletter

3.4.1 Headingley Ward

The database has 79 voluntary and community groups.

- 11 groups received direct support and advice in the period. 4 groups received support in both quarters.
- 10 groups receive the monthly funding email update. 2 groups receive the update to more than one member of staff.
- 5 groups attended training. All but one group attended more than one workshop.

3.4.2 *Kirkstall Ward*

The database has 50 voluntary and community groups.

- 8 groups received direct support and advice in the period. 2 groups received support in both quarters.
- 7 groups receive the monthly funding email update.
- 7 groups attended training. One group attended two sessions and one 5.

3.4.3 *Weetwood Ward*

The database has 36 voluntary and community groups.

- 6 groups received direct support and advice in the period. 5 of the groups received support in the second quarter only.
- 4 groups receive the monthly funding email update.
- 4 groups attended training. One group attended 4 sessions.

3.4.4 *Hyde Park and Woodhouse Ward*

The database has 81 voluntary and community groups.

- 12 groups received direct support and advice in the period. 4 groups received support in both quarters.
- 19 groups receive the monthly funding email update. 4 groups receive the update to more than one member of staff.
- 8 groups attended training. All but 3 groups attended more than one workshop. One group benefited from 6 participants attending workshops.

3.5 Intervention from the project including direct support and advice, email funding update and attendance at training.

Ward	Intervention	No of groups	% of groups in the ward receiving intervention (rounded up)
Headingley	17	79	22%
Kirkstall	11	50	22%
Weetwood	10	36	28%
Hyde Park and Woodhouse	25	81	30%

Please note – no intervention was counted more than once. Even if a group received support in both quarters, email update and attended more than one training session this is counted above as 1.

3.6 The project has a target this financial year of £100,000 into Inner North West Area. To date it has brought in approximately £80,000. It should be noted that funding is becoming scarcer and proportionally the Inner North West still does well.

Appendix 7

- 3.7 Below is an example of the impact that the fundraising project has contributed towards within the last three years it looks specifically at the Big Lottery fund (previously community fund) and Awards for All.

Community Fund – successful large grants in Leeds

Year	All other areas of City	Inner North West
2001/03	7 applications – 86%	1 application – 14%
2003/04	8 applications – 80%	2 applications – 20%
2004/05	8 applications – 80%	2 applications – 20%
2005/06	16 applications – 62%	10 applications – 38%

Source www.biglotteryfund.org.uk

The total income from the 1 application that was funded in the Inner North West Area in 01/03 was £154,313.00

The total income from the 10 applications that were funded in the Inner North West Area in 05/06 was £1,297,377.00

Awards for All (National Lottery)

Year	All other areas of City	Inner North West
2003/04	135 applications – 95%	6 applications – 5%
2004/05	102 applications – 92%	9 applications – 8%
2005/06	166 applications – 91%	16 applications – 9%
April – October 2006	55 applications – 89%	7 applications – 11%

Source www.dcms.gov.uk

3.8 Evaluation of Services

The Funding Officer Project has recently circulated a questionnaire to all groups in Inner North West requesting feedback on the services and barriers to funding. The findings of the evaluation will be circulated to members and officers in the New Year.