



Access Panel Network

Training Guides

A guide to funding

Funding is financial resources that are provided to make a project or projects possible. Funding can help an Access Panel to do more and fulfil its potential. There are many different ways to get funding for your Access Panel. A good way to find out what funding is available to contact your Local Authority Equalities Officer, Access Officer or some might have a Funding Officer. They can help you or tell you about any available funding in your area.

Funding sources

Funding can come from many different places:

- Local Authority Grants
- Government Grants
- Grants from other Bodies and Trusts
- Sponsorship/Fundraising
- Donations
- Social Enterprise
- Income Generation/Income Maximisation



What are they

Local Authority Grants

Grants are different from loans in that you do not have to pay them back. Grants are sometimes offered by the Government to encourage people to attend training or to help people who are disadvantaged or need assistance. This means they can contribute on an equal basis in their community.

Grants may be available from your Local Authority. You can get information from your Equalities Officer or they might refer you to a Council Grant Scheme. Please see Appendix 2 for contact details.

Government Grants via Scottish Disability Equality Forum(SDEF)

SDEF receive an annual grant for Access Panels from the Scottish Government. To be eligible each Access Panel must be properly constituted, a member of SDEF (Umbrella Body), be recognised by its Local Authority and have a bank account. The criteria for these grants are determined by the Scottish Government.

The criteria are:

- Relevant training for members of the Access Panel
- Development of the services offered by the Access Panel
- Production of local access materials and information on access
- Development of the Access Panel as an organisation
- Purchase of equipment – e.g. computers and furniture
- To enable attendance and participation at meetings

Grants from other Bodies/Trusts

When applying for grants, you must make sure you meet the appropriate criteria when filling out your application form. Grant application packs usually come with explanatory notes. Please see Appendix 1 for a list of some External Funding Bodies and the criteria for their grants.

Sponsorship

Sponsorship is usually done for promotional purposes, to generate publicity or to obtain access to a wider audience for advertising or information purposes.

This could be different ways of funding events or various activities, for example, getting a local business to pay for the printing of a newsletter. In return for that sponsorship, the business usually asks for advertising on your newsletter and therefore increases the places they advertise.

Donations

A donation is a gift that is made by an individual or an organisation to an organisation, charity or a private foundation that does not need paid back.

This could be done by appealing for donations through the local media (newspaper, television and radio) and therefore raising awareness of the Access Panel. This could also be someone making a contribution to the Panel as a Beneficiary from their estate, or that of a friend or relative. Collections tins can be a good way of collecting small amounts of money.

Social Enterprise

A social enterprise is an organisation which reinvests its profits for social purpose as opposed to making financial gain. This means that any money made is used to develop the organisation rather than to make profit.

An idea for this could be a small stall or business, perhaps set up in the local shopping centre, such as Thrift Shop. This way money is being paid in return for some sort of service.

Income Generation/Income Maximisation

Income generation/maximisation is when income is created or maximised and more money or funds are produced. For instance, income could be generated by providing training, access surveys, audits etc.

Fundraising Events

A fundraising event is a public event that encourages people to participate in order to raise money for a specific cause or organisation. As well as raising funds for the Access Panel, this could also help increase membership and promote awareness.

Funding types

Funding will come under one of the four basic account headings:

- Capital Funding
- Core Funding
- Grant Specific Funding
- Ring-fenced Funding

Capital Funding

This is funding for fixed assets such as buildings, equipment, computers, office furniture etc.

Core Funding

This is funding for everyday running such as getting members to meetings, printing, ink cartridges, admin costs, staff wages, PAYE etc.

Grant Specific Funding

An example of this could be the Government giving grant funding that has to agree with certain criteria before it can be granted. A Local Authority may grant funding under a Service Level Agreement (SLA), where certain work is expected for that grant funding. The SLA is negotiated before signing off between the funder and the recipient.

Ring-fenced Funding

This is protected money that is for a specific purpose or purposes and named functions.

How to action funding

Grants

- Speak to your local Equalities Officer
- Speak to SDEF
- Apply for Grants from other Organisations/Trusts, if criteria can be met
- Look into all funding possibilities that could be available to your Access Panel and ensure these are applied for
- Don't be afraid to apply for funding, even if some applications have been refused in the past. Not all applications will be successful. It is important to keep trying

Sponsorship

- Approach local businesses, organisations, public bodies to seek specific funding for holding an event or to pay for your newsletter or leaflets
- In return the sponsor will get advertising space or you will negotiate what the sponsor receives in return for gifting the funding

Donations

- From time to time, SDEF can assist with ideas, and sometimes can help to identify possible avenues of funding
- Appeals for donations can be made through local papers, on the television or on the radio

Social Enterprise

- Setting up a small business is a way of making money – look at different ways to do this.
- Thrift Shops are good examples of a Social Enterprise. These are shops that sell second-hand or gifted articles and are usually run for charitable purposes.
- Equality Officers may be a good contact whilst setting these up. See Appendix 2 for contact details.

Income Generation/Income Maximisation

Examples of Income Generation/Income Maximisation are:

- Panel may choose to charge for services that they may be asked for from a business or local community – such as a Short Access Audit for a business
- Making a small charge to Private and Public Bodies for work
- Design Appraisals
- Development of Access Guides for a Third Party
- Site Visits on behalf of the Local Authorities, the NHS, Government Departments or Agencies

Fundraising Events

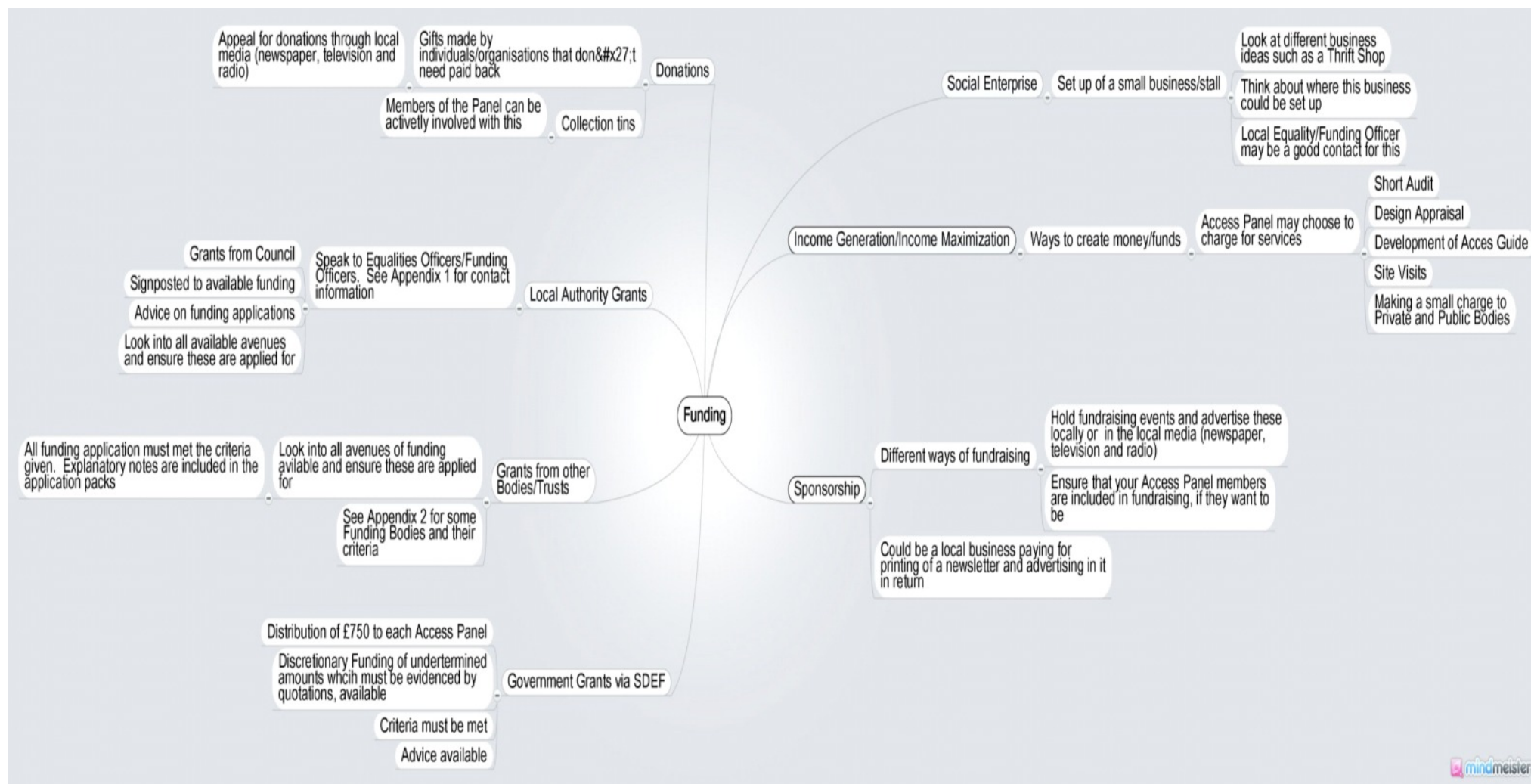
Examples of fundraising events are:

- Open Days at the Access Panel
- Membership promotion events – which also increase membership

Fundraising Events can be advertised in the local media (newspaper, television and radio).

For further information on fundraising see also: A Guide to Fundraising

Funding overview



Appendix 1 - List of national funding bodies

Funding Body	Contact Person	Position in Organisation	Telephone Number	Email/Website
Association of Charitable Foundations	David Emerson	Chief Executive	020 7255 4499	acf@acf.org.uk
Criteria for Funding from Organisation UK wide support organisation for grant-making trusts and foundations of all types				
Awards for All	Chris Holloway	Programme Manager	0141 242 1400	scotland@awardsforall.org.uk
Criteria for Funding from Organisation Special lottery grants programme for small community groups looking for small sum of money				
Big Lottery Fund	Dharmendra Kanani	Fund Director for Scotland	0141 242 1400	enquiries.scotland@biglotteryfund.org.uk
Criteria for Funding from Organisation Awards grants to education, health and environment projects throughout the UK				
BT Community Connections	Simone Perry	Project Director	020 7299 4163	info@btcommunityconnections.com
Criteria for Funding from Organisation Award scheme that connects community groups across the UK to the internet				

Funding Body	Contact Person	Position in Organisation	Telephone Number	Email/Website
Charities Aid Foundation (Main Office)	Mr John Low	Chief Executive	01732 520000	enquiries@cafonline.org
<p>Criteria for Funding from Organisation Provides specialist financial services to other charities and their supporters. Committed to increasing the resources of charities worldwide and helping individual and corporate donors add value to their generosity.</p>				
Community Development Exchange (CDX)	Mr Nick Beddows	Chief Executive	0114 241 2760	admin@cdx.org.uk
<p>Criteria for Funding from Organisation Works towards bringing about positive changes towards social justice and equality by using and promoting the values and approaches of community development.</p>				
Community Foundations Network	Mr Stephen Hammersley	Chief Executive Officer	020 7713 9326	network@communityfoundations.org.uk
<p>Criteria for Funding from Organisation A fast growing way of giving, community foundations are charitable trusts that promote and support local voluntary and community activity.</p>				

Funding Body	Contact Person	Position in Organisation	Telephone Number	Email/Website
Development Trusts Association Scotland	Mr Ian Cooke	Director	0131 220 2456	ian@dtascot.org.uk
<p>Criteria for Funding from Organisation A community-based regeneration network and promotes the work of development trusts that aim to bring about social, economic and environmental renewal. It aims to bring about a successful development trust in every community that wants one. It contributes towards the economic and social health of communities in the UK and focuses on community-based regeneration.</p>				
Directory of Social Change	Debra Allcock Tyler	Chief Executive	020 7391 4800	enquiries@dsc.org.uk
<p>Criteria for Funding from Organisation Helps voluntary and community organisations to thrive through providing advice on: how to raise the money they need; how to manage their resources to maximum effect; how to influence the right people; what their rights and responsibilities are; how to plan and develop for the future.</p>				
Esmee Fairbairn Foundation	Dawn Austwick	Chief Executive	0207 8123 700	info@esmeefairbairn.org.uk
<p>Criteria for Funding from Organisation Make grants in four programme areas: Arts & Heritage, Education, Environment and Social Development.</p>				

Funding Body	Contact Person	Position in Organisation	Telephone Number	Email/Website
Government Funding Criteria for Funding from Organisation An online portal to grants for the voluntary and community sector from the following funders: Department for Education and Skills; Department of Health; Home Office; Office of the Deputy Prime Minister; Government Offices for the Regions .				www.governmentfunding.org.uk
Lloyds TSB Foundation for Scotland Criteria for Funding from Organisation The Foundation supports grassroots charities which enable people - especially disabled and disadvantaged people - to play a fuller role in society. Funds are awarded to a wide range of community groups and priority areas include children, young people, ageing population, parenting, physical and mental Equalities, support for people at risk, substance misuse and development of people and resources.	Mary Craig	Chief Executive	0131 444 4020	www.ltsbfoundationforscotland.org.uk
SCVO – Funding information for voluntary sector Criteria for Funding from Organisation This section of the SCVO website provides reliable and up to date information on all aspects of raising funds.	Mr Martin Sime	Chief Executive	0131 556 3882	enquiries@scvo.org.uk www.scvo.org.uk/scvo/Information/Money.aspx

Funding Body	Contact Person	Position in Organisation	Telephone Number	Email/Website
Tudor Trust	Mr Christopher Graves	Director	020 7727 8522	www.tudortrust.org.uk
<p>Criteria for Funding from Organisation Tudor is an independent grant-making charitable trust, which exists to enhance people's quality of life. Focus grants on projects in England, Scotland, Wales and Northern Ireland; particularly where there is significant deprivation in urban, rural and coastal areas.</p>				
Voluntary Action Fund	Mr Keith Wimbles	Chief Executive	01383 620780	info@voluntaryactionfund.org.uk www.voluntaryactionfund.org.uk
<p>Criteria for Funding from Organisation The Voluntary Action Fund (VAF) provides grants to assist voluntary projects in Scotland.</p>				

Appendix 2 - List of local authorities and contacts

Local Authority	Panel(s) in this area	Chief Exec	Equality Officer	Planning
Aberdeen City	Aberdeen City	Valerie Watts	Sandra Bruce Sandrab@aberdeencity.gov.uk 01224 523039	01224 523470 pi@aberdeencity.gov.uk
Aberdeenshire	North Aberdeenshire South Aberdeenshire West Aberdeenshire	Colin Mackenzie	Mercy Yaor mercy.yaor@aberdeenshire.gov.uk	08456 081207
Angus	Angus	Richard Stiff	Doreen Phillips phillipsd@angus.gov.uk	08452 777778 accessline@angus.gov.uk
Argyll & Bute	Cowal Oban	Sally Loudon	Jennifer Swanson jennifer.swanson@argyll-bute.gov.uk	01546 602127 enquiries@argyll-bute.gov.uk
Clackmannanshire	Clackmannanshire	Elaine McPherson	Andrew Aitken AAitken2@clacks.gov.uk	01259 450000 development_services@clacks.gov.uk
Dumfries & Galloway	Dumfries & Galloway	Gavin Stevenson	Clive Carruthers clive.carruthers@dumgal.gov.uk	01387 260000 pe.strat.planning@dumgal.gov.uk
Dundee	Dundee	David Dorward	Scott Mands scott.mands@dundeecity.gov.uk	01382 433558 customerservices@dundeecity.gov.uk
East Ayrshire	Kilmarnock & District Cumnock & Doon Valley	Fiona Lees	Alyia Zaheed alyia.zaheed@east-ayrshire.gov.uk	01563 576751 planning@east-ayrshire.gov.uk

Local Authority	Panel(s) in this area	Chief Exec	Equality Officer	Planning
East Dunbartonshire	East Dunbartonshire	Gerry Cornes	Linda McKenna linda.mckenna@eastdunbarton.gov.uk	0141 578 8600 pdpa@eastdunbarton.gov.uk
East Lothian	East Lothian	Angela Leitch	Rebecca Spillane rspillane@eastlothian.gov.uk	01620 827216 environment@eastlothian.gov.uk
East Renfrewshire	East Renfrewshire	Lorraine McMillan	Kofi Tordzro kofi.tordzro@eastrenfrewshire.gov.uk	0141 577 3056 localplan@eastrenfrewshire.gov.uk
Edinburgh	Edinburgh	Sue Bruce	Julia Sproul julia.sproul@edinburgh.gov.uk	0131 529 3550 planning@edinburgh.gov.uk
Falkirk	Falkirk	Mary Pitcaithly OBE	Jess Kennedy jess.kennedy@falkirk.gov.uk	01324 504950 dc@falkirk.gov.uk
Fife	Disabilities Fife	Ronnie Hinds	Zahida Ramzan Zahida.ramzan@fife.gov.uk	01592 583350 fife.council@fife.gov.uk
Glasgow City	Glasgow City	George Black	Louise MacKenzie louise.mackenzie@ced.glasgow.gov.uk	Development & Regeneration Services 0141 287 8555
Highland	Badenoch & Strathspey Caithness Inverness Lochaber Nairn Ross & Cromerty Skye & Lochalsh Sutherland	Alistair Dodds	Rosemary MacKinnon rosemary.mackinnon@highland.gov.uk	Malcolm MacLeod Head of Planning & Building Standards 01738 475300 malcolm.macleod@highland.gov.uk planning@highland.gov.uk

Local Authority	Panel(s) in this area	Chief Exec	Equality Officer	Planning
Inverclyde		John Mundell	Wilma Bain wilma.bain@inverclyde.gov.uk	Stuart Jamieson stuart.jamieson@inverclyde.gov.uk 01475 717171
Midlothian	Midlothian	Kenneth Lawrie	Lesley Crozier lesley.crozier@midlothian.gov.uk 0131 271 3658	0131 270 7500 strategic.services@midlothian.gov.uk
Moray	Moray	Roddy Burns	Don Toonan don.toonan@moray.gov.uk	01343 563285 hotline@moray.gov.uk
Na h-Eileanan Siar	Barra Harris Isle of Lewis Uist	Malcom Burr	Lena Murray lena-murray@cne-siar.gov.uk	01851 703773 planning@cne-siar.gov.uk
North Ayrshire	North Ayrshire	Elma Murray	M Adams madams@north-ayrshire.gov.uk	01294 324300 contactus@north-ayrshire.gov.uk
North Lanarkshire	North Lanarkshire	Gavin Whitefield CBE	Audrey Cameron CameronAu@northlan.gov.uk	01698 403110 ESEnquiries@northlan.gov.uk
Orkney	Access Panel Orkney	Albert Tait	Marie Love Marie.love@orkney.gov.uk	01856 873535 customerservice@orkney.gov.uk
Perth & Kinross	Perth & Kinross	Bernadette Malone	Mary McGregor mamcgregor@pkc.gov.uk	01738 475300 DevelopmentManagement@pkc.gov.uk

Local Authority	Panel(s) in this area	Chief Exec	Equality Officer	Planning
Renfrewshire	Renfrewshire	Oliver Reid	Yasmeen Khan, Senior Policy Officer yasmeen.khan@renfrewshire.gov.uk	Fraser Carlin, Head of Planning 0141 842 5811/5822 fraser.carlin@renfrewshire.gov.uk
Scottish Borders	Central Borders Tweeddale	Tracey Logan	Douglas Scott dscott@scotborders.gov.uk	Planning & Development 01835 825060
Shetland	Shetland	Mark Boden	Anna Sutherland anna.sutherland@shetland.gov.uk	01595 744800 planning.control@shetland.gov.uk
South Ayrshire	South Ayrshire	David Anderson	Lorraine Finlayson lorraine.finlayson@south-ayrshire.gov.uk	01292 616107 Planning.Development@south-ayrshire.gov.uk
South Lanarkshire	South Lanarkshire	Lindsay Freeland	Simon Cameron simon.cameron@southlanarkshire.gsx.gov.uk	0845 740 6080 enterprise.hg@southlanarkshire.gov.uk
Stirling	Stirling	Bob Jack	Liz Fraser fraserl@stirling.gov.uk	01786 443322 planning@stirling.gov.uk
West Dunbartonshire	West Dunbartonshire	Joyce White	Ricardo Rea ricardo.rea@west-dunbarton.gov.uk	01389 738575 buildingandplanning@west-dunbarton.gov.uk
West Lothian	West Lothian	Graham Hope	Kenny Selbie kenny.selbie@westlothian.gov.uk	01506 775231 planning@westlothian.gov.uk



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