



- Do you need to develop as a more effective Committee, Board, Trustees?
- Do you need to introduce more effective monitoring and evaluating systems?
- Do you need to develop a strategic/business/ action plan for your organisation?
- Do you need to improve your chances of making successful funding applications?

***Then contact us to see
how our training workshops***

For more information contact:

**the hub
your community
action centre**

**24-26 Friars Vennel
Dumfries DG1 2RL
tel: 01387 269161**

email: info@thehubdg.org.uk

***Contact us if you require this
leaflet in an alternative format***

**the hub
Dumfries and Galloway**

A Scottish Charitable Incorporated
Organisation Scottish Charity Number SC043384

the hub – your community action centre provides affordable, accessible co-working space and development support for non-profit distributing groups and organisations. Meeting/training rooms and hot desking facilities are also available.

We develop and deliver a range of projects and services that assist people and local communities.
Working together - making a difference!



Training workshops for your community organisation



WE ARE CURRENTLY ONLY ABLE TO PROVIDE TRAINING WORKSHOPS VIA ZOOM SESSIONS

| Training workshops | Content of workshops | Duration | Cost to voluntary organisations (cost to other agencies) |
|---|---|----------|---|
| Legal Structures | Choosing the appropriate legal structure: <ul style="list-style-type: none"> • Community Interest Company (CIC) • Constituted association/group • Scottish Charitable Incorporated Organisation (SCIO) • Company Limited by Guarantee | 3 hrs | £150 (£250) Per group session for up to 12 participants |
| Prove, Improve, Impact | How to monitor, evaluate and implement best practice: <ul style="list-style-type: none"> • Outputs, Outcomes, Impacts • Learning, Evaluation & Planning (LEAP) • Quality Assurance e.g. PQASSO & Keystone systems | 3 hrs | £150 (£250) Per group session for up to 12 participants |
| Business Planning/ Action Planning | How to develop and grow your organisation: <ul style="list-style-type: none"> • Developing action plans and milestones • Organisational health checks • Developing a business plan • Project management | 3 hrs | £150 (£250) Per group session for up to 12 participants |
| Committee Skills & Governance | How to effectively manage your organisation: <ul style="list-style-type: none"> • Roles and responsibilities of Committee/Board • Roles and responsibilities of a Charity Trustee • Financial management • Effective meetings - minutes/agendas • Governance | 3 hrs | £150 (£250) Per session for up to 12 participants |
| Community Engagement | How to identify community needs: <ul style="list-style-type: none"> • Community engagement and participation • Participatory Action Learning tools and methods • Community surveys | 3 hrs | £150 (£250) Per session for up to 12 participants |
| Multi-Channel Fundraising | How to write successful funding applications | 3 hrs | £150 (£250) |