

## Midlothian Voluntary Action

## Funding Support

Midlothian Voluntary Action is the Midlothian Council for Voluntary Service and is an independent voluntary organisation with the status of Company Limited by Guarantee. It is recognised by the Inland Revenue as a charity and is set up to serve the needs of the local voluntary sector throughout Midlothian.

We offer a range of Funding Support services that are open to any Midlothian voluntary organisation or community group, including:

- ➔ Assistance in identifying potential sources of funding for your project;
- ➔ Guidance on completing application forms and application letters;
- ➔ Support through the application process;
- ➔ For larger projects, we can offer some assistance in drafting a Business Plan;
- ➔ Help in identifying other organisations who can be of assistance and networks that will be of use;
- ➔ Support in identifying the need and the potential demand for your project.
- ➔ For successful projects, advice and assistance in complying with funding agencies' monitoring and evaluation requirements.

To see if we can help you get funding, contact Lesley Kelly, Development Officer (Funding), on 0131 663 9471, e-mail: [lesley.kelly@mvacvs.org.uk](mailto:lesley.kelly@mvacvs.org.uk)

Please note that while we cannot complete applications and letters for you, we will work to ensure that you have the knowledge, skills and confidence to do these tasks yourself.

## Advice

Do you want to:

- ➔ Set up a new group
- ➔ Develop an existing group
- ➔ Employ staff

We can help you decide what structure the organisation should have; give you advice on writing a constitution and applying for charitable status. We can also give you information on how to go about recruiting and managing staff.

If you want any advice on the above, contact Margaret Nisbet, Information Officer, tel: 0131 663 9471, e-mail: [margaret.nisbet@mvacvs.org.uk](mailto:margaret.nisbet@mvacvs.org.uk)

## Information

We can also provide information on a wide range of topics relevant to the voluntary sector - just phone or e-mail and we will do our best to provide an answer, or point you to someone who can.

Our information service includes a quarterly newsletter and a website [www.mvacvs.org.uk](http://www.mvacvs.org.uk).

The website includes our Resource Guide database of organisations which operate in Midlothian. It also includes information on the Voluntary Sector Forum and sub-groups, Community Care Forum, and Community Care Providers Forum.

In addition, we send out regular information e-mails on a wide range of subjects, and a Midlothian Info e-briefing. More information is available from [margaret.nisbet@mvacvs.org.uk](mailto:margaret.nisbet@mvacvs.org.uk) and from our website [www.mvacvs.org.uk](http://www.mvacvs.org.uk).

## Training

In addition to one-to-one support, we can offer training. Contact Lesley or Margaret, or go to our website, to find out about forthcoming training events. We would also like to hear about your training needs so that we can organise future training programmes.

If you want to find out more about any of the above, or any other fundraising matters, contact Lesley Kelly.

**Midlothian Voluntary Action**  
4/6 White Hart Street  
DALKEITH  
EH22 1AE

Telephone & FAX: 0131 663 9471  
E-mail: [info@mvacvs.org.uk](mailto:info@mvacvs.org.uk)  
Website: [www.mvacvs.org.uk](http://www.mvacvs.org.uk)

# Funding, Advice, and Information Services



**Midlothian Voluntary Action**