

Topics covered this quarter

Topic	Occasions on which groups received support, Jul to Sept 2011
Computers: Excel	17
Finance: bookkeeping advice	14
Finance: budgeting	10
Finance: charity reports	9
Fundraising: strategy	8
Fundraising: sources of funding	8
Policies and procedures: financial rules	3
Finance: setting up accounts	3
Finance: bank accounts	2
Running a group: treasurer's role	2
Other: PAYE	1
Running a group: responsibilities of the management committee	1

Feedback and evaluation

Quality ratings

Working Together Project courses are evaluated anonymously by the groups who attend. Each course receives an overall rating from these combined evaluations. For the three courses delivered as part of the Money in Mind project between July and September 2011, the ratings were:

Excellent	Good	Poor	Very poor
1	2	0	0

Groups who receive one-to-one support or an examination of accounts from the Resource Centre or Impact Initiatives are asked to provide initial feedback, using the same evaluation scale. The results for the period from July to September 2011 are as follows:

	Excellent	Good	Poor	Very poor	No rating given
Support sessions	11	2	0	0	13
Examination of accounts	11	1	0	0	7
Total	22	3	0	0	20
Total as % of feedback received	88%	12%	0%	0%	

Impact on groups

In July 2010, we sent a postal survey to all the groups who had received one-to-one support or examinations of accounts, during the year from April 2010 to March 2011.

The results of this survey show, as with our previous survey in July 2010, that:

- Groups find the support offered by the Money in Mind project to be of excellent quality, and all beneficiaries would recommend the service to their colleagues and friends.
- A large majority of groups who received support from the Money in Mind project report that their skills, confidence and knowledge have improved following the support.
- A majority of groups report that their groups are better able to raise funds following the support they have received.

The full survey report is available at

www.resourcecentre.org.uk/money-in-mind/feedback/GroupFeedback2011.pdf

Simple accounts system

The second of our online accounts systems was published on 30th September 2011.

As with the Annual Accounts System with Grant Tracking (published May 2011), the Simple Accounts System:

- is based on widely-used Microsoft Excel software
- allows groups to specify their own accounting categories
- includes on-screen instructions and guidance on how to use the system
- has protected formulae, so users cannot break the system by mistake
- allows users to add new accounts headings and make space for an unlimited number of transactions
- includes the facility to easily produce and print financial reports
- automatically does bank reconciliation calculations
- is free to download and use
- is digitally signed, to guarantee the code is genuine

Both accounts systems can be found at www.resourcecentre.org.uk/money-in-mind/accounts-systems.

Money in Mind training courses

The Working Together Project are currently engaged in outreach work, in order to design a training programme which meets the expressed needs of the voluntary and community sector in the city.

They have funding available for training courses specifically aimed at small groups and would welcome any suggestions from groups for future training courses.

The Working Together Project can be contacted on 01273 810248 or by email at enquiries@workingtogetherproject.org.uk

