



## 5 things every small charity needs to know about fundraising

We are delighted to announce that the **Fundraising Standards Board (FRSB)** in Wales is funding three small charity training days, delivered by the **Institute of Fundraising (IoF)**, during March 2012.

Aimed specifically at charities with voluntary incomes under £1 million, this series of courses is aimed at building the fundraising skills of smaller organisations. The two topics will be:

- Building an effective case for support
- Raising funds from the local community and events

For more information on the course outlines please visit the news section of our website at [www.frsb.org.uk](http://www.frsb.org.uk).

### The programme schedule

Each course will ensure that delegates are fully conversant with fundraising regulation and best practice as well as giving them an excellent grounding in each of the relevant areas.

Each course is a full day, from 10am until 4.30pm.

<b>Date</b>	<b>Course Title</b>	<b>Location</b>
15 <sup>th</sup> March 2012	Building an effective case for support	Colwyn Bay
26 <sup>th</sup> March 2012	Raising funds from the local community and events	Newport
27 <sup>th</sup> March 2012	Raising funds from the local community and events	Neath

### Who should attend?

Each course is suitable for members of staff or volunteers who have responsibility for fundraising in your organisation.

The only restriction is that your organisation must have a voluntary income of under £1 million.

This programme may change due to unforeseen circumstances. The Fundraising Standards Board reserves the right to alter the venue.

The course development work has been funded by





## How to book

Places are limited to 15 per course so book now to secure your place. The courses cost **only £20 per day for FRSB members and organisations that apply for FRSB membership at the time of booking. The fee for non-FRSB participants is £50.** Refreshments are included.

To book email [barbaraa@frsb.org.uk](mailto:barbaraa@frsb.org.uk) with the contact details of your delegates and confirmation of whether you'd like to pay by cheque or BACS. Please quote your FRSB membership number at the time of booking.

Once we have received your booking we will send you confirmation and venue details.

## Cancellation policy

Because these courses are heavily subsidised it will not be possible to refund you or your organisation if you are unable to attend. However you can substitute the delegate name if you inform us in advance.

## Data protection

If you are a member of the FRSB you will already be receiving communications from us about membership services we offer. If you aren't currently a member of the FRSB we will not pass your details onto any third party and will only use them to process the training booking.

## Further Information

If you require further information about the course or membership please contact Simon Boex, Manager for Wales on **0845 026 8931** or email [simonb@frsb.org.uk](mailto:simonb@frsb.org.uk).

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