



Sustainable Routes

Supporting the community & voluntary sector

Issue Sept / Oct

01

SUSTAINABLE ROUTES TEAM



Paul Reed

Having returned from Life in New Zealand Paul is new to the Routeways team. Previously having worked for Business Link as a Starting in Business Advisor & having experience of running a small business, Paul adds an exciting level of business support knowledge to the team



Rob Adamson

Rob has worked for Routeways since Aug 2007 working with the finance team, assisting on bids and all facets of the finance department. Rob is also 'Officer in Charge' at Drake Sea Cadets, which is a registered charity. Rob brings an excellent level of sector experience to the team.



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Welcome to Sustainable Routes

The Sustainable Routes project will be delivered by Routeways Business Support team, which has been established for 5 years.

The aim is to provide the community & voluntary sector with dedicated support and to develop ways to ensure improved sustainable working for all organisations in this sector in Plymouth.

The Business Support team at Routeways has an excellent record of contributing to the overall sustainability of organisations by providing advice, guidance & training. Supporting organisations to produce business plans, cashflow forecasts & complete funding applications. This service can be delivered at the Routeways Centre or through our outreach service.

The Service

Support & advice on

- Funding applications
- Writing a business plan
- Developing funding / fundraising plans

Sustainability

- Financial Guidance
- Cashflow
- Budgets

In addition

- Information service
- Access to funding software
- Networking
- Partnership building, sharing best practice

By Telephone, by e-mail and

Face-2-Face

Who can use the service?

Voluntary, community organisations as well as organisations that define themselves as a social enterprise can use our services.



All you need to do is register with PTSC 'Plymouth Third Sector Consortium'

www.plymouthtsc.org.uk



News & Events



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Business Support Team



Alison Roberts

Alison is a Business Support Advisor working with early years providers. Alison worked as a self-employed mentor before joining Routeways. She has a great working knowledge of business support and sits on a board of directors for a community Pre-school.



Val Howard

Val has been working at Routeways since Nov 2009, as a Business Support Advisor for the Early Years project and has been working very closely with early years providers across the city. Val has been running her own childminding business for the past 11 years.



Jayne Rule

Jayne is the project manager for the entire Business support team based at Routeways. She has a broad level of business support experience covering all sectors and has been at Routeways for four years.

Forthcoming events & training

As part of the Sustainable Routes project we are running events for our clients covering **business planning** and **writing a funding bid**.

Business planning

The business plan training will take you through the essential parts of writing a business plan.

- It will help you to prepare a sound plan for the future of your business
- Understand what information goes into a business plan
- How much information is required
- Who needs to be involved and what the reader will be looking for
- It will also show you how to review and adapt your business plan as circumstances change.
- It also looks at producing cashflows and cashflow forecasts and how this forms part of your business plan.

Writing a funding bid

This workshop will take you through the essential parts of writing a funding bid.

- It will help you to develop a fundable project
- Write a funding and fundraising strategy
- Provide information on locating and contacting potential funders
- How to satisfy funding requirements.

About you

We would like to use this newsletter to help promote your services. So please talk to us about your organisations news and views so we can share your experiences in our monthly client sections:

- What events are you running
- Feedback on our service and the sector in Plymouth
- Share your funding success stories
- Tell us about your facilities, do you have a room or service for hire or are looking for a certain service yourself, maybe we can help by pointing you in the right direction



We plan to send out a monthly newsletter which we will be sending by e-mail, if you would rather receive it by post please send us your details

Training dates

Business Plan Training

Thursday 30th September

9:30am—12:30pm
1:30pm-4.30pm

Come along to our *networking hour* between sessions
12:30-1:30pm

Writing a Funding Bid Training

Thursday 7th October

9.30am-12.30pm

To express an interest please
E-mail us on:

businesssupport@routeways.org.uk

All events will be held at the Routeways Centre

See address below

Please note the events are FREE but a £25 non-attendance charge will be invoiced if you fail to cancel within 24hrs.