



## Monitoring Form – Voluntary Organisation Support Grant

As part of your application to the Council's Voluntary Organisation Support grant, you agreed that in the first twelve months of funding, your organisation would meet the achievements detailed below.

Part of the application process was an agreement to provide evidence in relation to what you are doing to achieve these targets. We therefore require you to complete this simple monitoring form on a quarterly basis. The sheets are to be returned to us no later than ten days after the end of the following periods:

### **October – December 2017**

#### **Please demonstrate how you are achieving:-**

Promoting volunteering as a means of enhancing health and wellbeing in the population of Uttlesford.

- advertised opportunities monthly in: local press, libraries, social media, mail chimp emails, Saffron Walden Flyer, CVSU
- attended networking events to promote our services and the benefits of volunteering
- following the success of the mentoring course we are now planning the next one
- attended the Dementia Action Alliance meeting
- board member of EESET, Health & Wellbeing and Children & Families

#### **Please demonstrate how you are achieving:-**

Encourage employee volunteering amongst local businesses and assisting in building on existing employee volunteering schemes.

- in partnership with CVSU developing the held Business Exchange Forum, events for 2018 currently being planned
- UDC Employee Volunteering Scheme has been activated and the first very successful exchange took place between & Bridge End Gardens
- opportunities for volunteering are advertised on UDC intranet
- The registration process has begun with KMD Wealth Management to begin employee volunteering in 2018
- Arecor at Chesterford Research Park, have a team of seventeen who would like to undertake a group activity in the new year

- Some large projects have been completed by Stansted airport employees who continue to be very active in sending teams of volunteers to help many charities.

**Please demonstrate how you are achieving:-**

Addressing rural isolation through promoting good neighbourliness by:

- continuing to work with UDC on the Community Action Zone project. VU Volunteer Co-ordinator and the Time Bank Developer took part in the market research and are involved in the follow up
- attending and participating in Health and Wellbeing and Children & Families board meetings
- promoting community travel and the hospital car service
- working with CVSU to set up a gardening project
- promoting shed projects to men who may feel isolated and need to socially interact with others
- Meetings and presentations are being set up with local groups to go and speak to them about Time Bank. New volunteers to Volunteer Uttlesford are being signed up to Time Bank and exchanges are being made. Plans for a new Time Bank newsletter are being developed
- using Frontline as a source of information for referring isolation enquiries onto the correct organisation, in addition to receiving enquiries about volunteering usually Time Bank

**Please demonstrate how you are achieving:-**

We aim to achieve, grow and develop the above by using the financial aid.

- the office has now extended its' opening for hours, and is now open on Friday mornings
- appointed a part time person to work on projects
- working closely with partners such as Volunteer Centres Essex, CVSU, EESET, Health & Wellbeing, Children and Families, and working towards establishing new partnerships
- working with young people - Youth Service ECC and Essex youth initiative – to establish volunteering presence at Uttlesford Youth venues. Developing volunteering in schools, with National Citizen Service, DofE, Youth Clubs and Uttlesford Youth Assembly.
- placed young people into volunteering roles at Saffron Walden Community Hospital

- visiting volunteer involving organisations to engage and identify specific needs
- attend and participate in LSP annual assembly, VSB, EESET, Children & Families and Health and Health meeting

In addition, can you please supply us, by the end of December, with quarterly and yearly targets so your achievements can be monitored and reported to Councillors throughout the year. As your achievements will be monitored in a formal manner, can you please ensure you meet the reporting deadlines stated above. Failure to do this may jeopardise further funding opportunities for your organisation.

Completed by:

Name Lizzie Petrie\_\_\_\_\_

Date 5<sup>th</sup> January 2018\_\_\_\_\_

Position in organisation\_\_Manager\_\_\_\_\_

Signed E.J. Petrie\_\_\_\_\_