



NORTHUMBERLANDCVA

Supporting Communities, Enabling People

Northumberland CVA Membership Pack

Northumberland CVA is an independent membership organisation for the voluntary and community sector in Northumberland. It is a charity and a company limited by guarantee.

We provide information, support and training on funding, governance, project development and volunteer involvement to help voluntary and community groups operate safely and legally and support them to grow and thrive.

We also represent the interests of the voluntary and community sector at a strategic level, working with key local partners across all sectors.

In addition, Northumberland CVA offers a range of Specialist Services including intensive funding support, bespoke training, business planning, project management and monitoring, as well as payroll services.

Membership of Northumberland CVA is free and open to any voluntary and community sector groups, clubs and organisations based within or operating in Northumberland, regardless of size.

Having a strong membership helps us to achieve our mission to engage, stimulate and inspire the creation and development of strong, sustainable and vibrant communities in Northumberland and the surrounding areas.

Becoming a member of Northumberland CVA allows you to show your support for our mission and influence the way we develop in the future.

Why not join us. We'd love to have you as a member of Northumberland CVA.

To become a member:

Simply complete and return this Application and Registration Form to enquire@northumberlandcva.org.uk or post it to:

Northumberland CVA, 107 & 109 Station Road, Ashington, Northumberland, NE63 8RS.

All submitted applications for membership will be considered by our CEO and Chair as promptly as possible.

Our membership offer:

By becoming a member, your organisation will be represented by Northumberland CVA and can access the following benefits:

- **Free online Community Directory listing** – Each listing allows the facility of searching for organisations by name, the services they provide, the client groups they work with and the geographical areas of Northumberland in which they work, as well as by venue and by the meeting spaces they offer.
- **Free membership of Northumberland Trustees' Network** – Membership of the Network gives your trustees free access to a huge online bank of over 350 resources that offer guidance in every aspect of a trustee's role, with monthly network e-bulletins that bring news of changes in the law and updates to essential guidance. Membership of the network would otherwise cost £50 per year for organisations with an annual turnover of £10,000 and above.
- **Free job advertising** – Our fortnightly e-bulletin goes out to over 950 contacts, the vast majority from the voluntary and community sector in Northumberland. What's more, feedback tells us the bulletin is regularly forwarded to countless others. That's a big audience. Non-members pay £25.00 per listing.
- **Reduced rates for events/training** – Any charged-for events and training offered by Northumberland CVA, Northumberland VCS Assembly and Northumberland Trustees' Network will be offered at a reduced rate to members of Northumberland CVA.
- **Cheque handling service** – Some grant-making charitable trusts limit their giving to registered charities, i.e. charities which are registered with the Charity Commission. In such cases Northumberland CVA is able to act as an intermediary for its members for a charge of £10 per cheque to cover administration costs.
- **Northumberland CVA voting rights** – Member organisations are entitled to vote at the Annual General Meetings and Extraordinary Meetings of Northumberland CVA and to stand for election to our Board of Trustees.
- **Reduced rates for room hire at Northumberland CVA premises** – Our premises on Station road in Ashington include conference and meeting room facilities, which are available at a reduced rate for members.
- **Reduced rates for hire of Northumberland CVA equipment** – We have a range of equipment, such as projectors, screens and a PA system available for short term hire at reduced rates for members.
- **Reduced rates for office services** – Northumberland CVA can offer photocopying, printing, typing, laminating and mail-out services to its members at reduced rates



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Membership and Registration Form for Groups and Organisations

Section 1:

YOUR GROUP/ORGANISATION'S INFORMATION (N.B.: If you want your group/organisation to be listed in the Community Directory, this information will appear online)

Name of your group/organisation:			
Website address:			
Email address:			
Contact number/s:			
Your group/organisation's address:			
Postcode:			
Twitter user name:		Facebook user name:	
Other social media:			

PLEASE NOMINATE A MAIN CONTACT WHO CAN DEAL WITH ANY MEMBERSHIP COMMUNICATIONS FROM NORTHUMBERLAND CVA (N.B.: This information will not appear online unless it is the same as the information given above and you have given us permission to include it in the online Community Directory)

Primary contact name:	
Role in your group/organisation:	
Primary contact email address:	
Primary contact's number/s (if different from above):	
Primary contact address (if different from above):	
Postcode:	
Signature:	

I would like my group/org to be listed in the online Community Directory? (Please state YES or NO)	
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<u>For Office use only</u>	
Membership of Northumberland CVA accepted:	YES / NO
Reason why not accepted:	
Signature of Chief Executive Officer:	Date
Signature of Chair:	Date

Section 2:

PLEASE TELL US A LITTLE MORE ABOUT THE WORK YOUR GROUP/ORGANISATION DOES (N.B.: This information will be used to characterise your organisation in the online Community Directory).

What are your main services and areas of work? (Please tick up to 4 options)					
<input type="checkbox"/>	Accommodation	<input type="checkbox"/>	Advice/Information	<input type="checkbox"/>	Advocacy
<input type="checkbox"/>	Animal Welfare	<input type="checkbox"/>	Arts/Media	<input type="checkbox"/>	Befriending
<input type="checkbox"/>	Business Support	<input type="checkbox"/>	Campaigning	<input type="checkbox"/>	Carers Services
<input type="checkbox"/>	Charity Shop	<input type="checkbox"/>	Community Development	<input type="checkbox"/>	Community Services/Facilities
<input type="checkbox"/>	Counselling/Therapy	<input type="checkbox"/>	Crime/Community Safety	<input type="checkbox"/>	Day Care Services
<input type="checkbox"/>	Disability	<input type="checkbox"/>	Domestic/Sexual Abuse	<input type="checkbox"/>	Education/Childcare - pre/after school
<input type="checkbox"/>	Education/Training	<input type="checkbox"/>	Employment	<input type="checkbox"/>	Environment/Conservation
<input type="checkbox"/>	Faith/Religion	<input type="checkbox"/>	Family Services	<input type="checkbox"/>	Financial Services
<input type="checkbox"/>	Funding/Grants	<input type="checkbox"/>	Health - general	<input type="checkbox"/>	Heritage/History
<input type="checkbox"/>	Homelessness	<input type="checkbox"/>	Housing	<input type="checkbox"/>	International Aid
<input type="checkbox"/>	IT	<input type="checkbox"/>	Job Search/Job Club	<input type="checkbox"/>	Low Income Assistance
<input type="checkbox"/>	Lunch Clubs	<input type="checkbox"/>	Mediation	<input type="checkbox"/>	Mental Health
<input type="checkbox"/>	Mentoring	<input type="checkbox"/>	Out of School Provision	<input type="checkbox"/>	Over 50's Groups
<input type="checkbox"/>	Regeneration	<input type="checkbox"/>	Sexual Health	<input type="checkbox"/>	Social/Community Care Services
<input type="checkbox"/>	Social Activities	<input type="checkbox"/>	Sport/Leisure	<input type="checkbox"/>	Substance Misuse
<input type="checkbox"/>	Telephone Helpline	<input type="checkbox"/>	Tenants/Residents	<input type="checkbox"/>	Town & Parish Councils
<input type="checkbox"/>	Translation/Interpretation	<input type="checkbox"/>	Transport	<input type="checkbox"/>	Volunteering
<input type="checkbox"/>	Women's Issues	<input type="checkbox"/>	Youth Clubs/Services	<input type="checkbox"/>	
Who do you work with? (Please tick up to 4 options):					
<input type="checkbox"/>	All Client Groups	<input type="checkbox"/>	Black, Asian, Minority Ethnic	<input type="checkbox"/>	Carers
<input type="checkbox"/>	Childcare Provision	<input type="checkbox"/>	Children	<input type="checkbox"/>	Disabled People
<input type="checkbox"/>	Employed	<input type="checkbox"/>	Ex-Services/Services	<input type="checkbox"/>	Faith Groups
<input type="checkbox"/>	Families/Parents	<input type="checkbox"/>	Gay, Lesbian, Bisexual, Transgender	<input type="checkbox"/>	General Public
<input type="checkbox"/>	Homeless People	<input type="checkbox"/>	People receiving Housing Support	<input type="checkbox"/>	People with Learning Disabilities
<input type="checkbox"/>	Lone Parents	<input type="checkbox"/>	People with Long Term Health Issues	<input type="checkbox"/>	People on Low Income
<input type="checkbox"/>	Men	<input type="checkbox"/>	People with Mental Health Problems	<input type="checkbox"/>	Migrants
<input type="checkbox"/>	NEETs	<input type="checkbox"/>	Offenders/Ex-offenders	<input type="checkbox"/>	Older People
<input type="checkbox"/>	Over 50s	<input type="checkbox"/>	Physical/Sensory Impairment	<input type="checkbox"/>	Refugees/Asylum Seekers
<input type="checkbox"/>	Social Entrepreneurs	<input type="checkbox"/>	Socially Inactive	<input type="checkbox"/>	Substance Misusers
<input type="checkbox"/>	Supported Volunteers	<input type="checkbox"/>	Survivors of Abuse/Crime Victims	<input type="checkbox"/>	Tenants/Residents
<input type="checkbox"/>	Travellers	<input type="checkbox"/>	Unemployed	<input type="checkbox"/>	Unsupported Volunteers
<input type="checkbox"/>	Voluntary & Community Groups	<input type="checkbox"/>	Volunteers	<input type="checkbox"/>	Women
<input type="checkbox"/>	Young People	<input type="checkbox"/>		<input type="checkbox"/>	

Where do you work? (Please tell us where in Northumberland you deliver your services)					
	All of Northumberland		Central Northumberland		North Northumberland
	South East Northumberland		West Northumberland		Region-wide
	Specific Town, Parish, Village or Postcode area (Please tell us where):				

Section 3:

PLEASE TELL US A LITTLE MORE ABOUT YOUR GROUP/ORGANISATION (N.B: Information requested in this section will be used for monitoring and administration purposes and to help us target our work effectively. It will also be used to provide general anonymised statistics about the voluntary and community sector in Northumberland):

What is your group/organisation's approximate income from all sources?					
	Under £1,000		£1,000 - £9,000		£9,000 - £49,000
	£50,000 - £99,000		£100,000 - £249,000		£250,000 - £499,000
	£500,000 - £1 million		Over £1million		Unknown

If your group/organisation involves volunteers, please tell me how many you currently have.					
	1-3		4-10		11-20
	21-50		Over 50		Unknown

Please tell us how many trustees your group/organisation currently has.					
	0- 3		4-10		More than 10

If your group/organisation has any FTE paid members of staff, please tell us how many you currently have					
	1-3		4-10		11-20
	21-50		Over 50		Unknown

What is your group/organisation's structure?					
	Branch of National Voluntary Org		Community group		Development Trust
	Faith Group		Infrastructure Organisation		Local Voluntary Organisation
	Network/Forum		Social Enterprise		Self Help Group
	Sports Club		Other		Unknown

What is your organisation's legal status?	
STATUS	REGISTRATION NUMBER
Charitable Incorporated Org	
Community Interest Company	
Company Limited by Guarantee	
Industrial & Provident	
Registered Charity	
Other	

Section 4:

NORTHUMBERLAND TRUSTEES' NETWORK

Membership of Northumberland CVA automatically entitled your trustees to FREE access to Northumberland Trustees' Network (www.northumberlandtrustees.org.uk).

If your trustees would like to gain access to the online resource library and receive the monthly e-bulletin, it is important that we have individual contact email addresses for each trustee.

Please list this information below for each interested trustee:

TRUSTEE NAME	TRUSTEE ROLE (e.g. chair)	TRUSTEE EMAIL ADDRESS

Section 5:

NORTHUMBERLAND VCS ASSEMBLY

Northumberland VCS Assembly is an inclusive, independent and influential voice for the Voluntary and Community Sector in the county. Its role is to inform, engage with, co-ordinate and champion the views of the sector.

Northumberland CVA currently hosts and facilitates Northumberland VCS Assembly, providing administrative support under a commission from Northumberland County Council.

Please let us know if you'd like your group/organisation to become a member of Northumberland VCS Assembly:

<input type="checkbox"/>	My group/organisation is interested in becoming a member of Northumberland VCS Assembly
<input type="checkbox"/>	My group/organisation is already a member of Northumberland VCS Assembly

Section 6:

OUR FORTNIGHTLY E-BULLETIN

Our regular fortnightly e-bulletin is full of information relevant to anyone working or volunteering in the Northumberland voluntary and community sector.

Please tell us of anyone in your group/organisation (other than yourself and the trustees named above) who would like to subscribe.

NAME	ROLE	EMAIL ADDRESS