

# Community

November 2016

newsletter for the community and voluntary sector in Redbridge

## An Easy Way to Get a Website

We've just reviewed the details we hold of our 181 group members – and we've found that almost half don't have a website. We think that's a real problem. Fortunately, you can now get yourself online easily, writes Colin Wilson – by setting up a page for your group on Facebook.

Here we answer some of the questions you may have about publicising your group online.

**Our members/service users don't use the internet – do we really need to be online?**

Are you sure they don't? The latest government statistics suggest that 7 out of 8 people are using



## December Network Meeting

This month's theme:

### Eating well and keeping fit

1 to 2.30pm

Wednesday 7 December 2016

Sandwiches from 12.30pm

RedbridgeCVS

5th floor, Forest House, 16-20 Clements Rd,  
Ilford IG1 1BA

### Agenda

1. Introduction and apologies
2. Minutes of last meeting, matters arising
3. Reports from voluntary sector representatives
4. Fit for Fun project, RedbridgeCVS
5. Christmas Quiz: can you spot the healthy eating pitfalls?
6. Any other business
7. Next meeting: Wednesday 1 February

the internet. A big factor here is age: almost everyone under 44 is online. For those aged over 45 the numbers are lower – but 3 out of 4 people aged 65 to 74 are still online. It's only when you get to people aged 75 or over that proportion online really falls. Other factors are gender – women are less likely to be online than men – and disability, with 1 in 4 disabled people having never used the internet. Ethnicity doesn't seem to have a big impact on internet use.

Remember, too, that you don't need a computer to go online any more – lots of people now access online services, like Facebook, through their phones. About half of the UK population is on Facebook, and the site has 1.8 billion users worldwide, so it's important to the way many people communicate, including internationally. For example, I was recently talking to a RedbridgeCVS staff member whose family came to Britain from India in the 1950s, while other relatives moved to Australia and America. Now her aunts, who are in their 50s and 60s, use Facebook to share family news around the world.

### It's not just members or service users

At RedbridgeCVS we regularly get enquiries about the work that groups do. Perhaps your members are mostly elderly, don't have English as a first language

and aren't online. But we get enquiries from family members and social work staff looking for services for elderly people which are delivered in a community language. We receive requests from council and NHS staff to tell them about the services groups provide – sometimes there is even a chance of funding. People now expect to find information online – if you can't be found, it starts to raise worries. Does your group still exist? If the group can't get an online presence together, how well organised are you?

### We know that groups still find setting up and maintaining a website hard to do

Setting up a good-quality website is much easier than it was when community groups began doing this twenty years ago (see the box on the next page). It also doesn't cost much – around £40 a year. But we know that groups still struggle to set up a website – and then often find it needs updating more often than they expected, which is a further challenge.

### One thing every group can do now: set up a page on Facebook

A page on Facebook is a great first step to getting information about your group available online. For

Redbridge Rainbow Community's Facebook page

example, look at the Facebook page set up by local LGBT group Redbridge Rainbow Community:

- It's got a nice, simple address – [www.facebook.com/RedbridgeRainbow](http://www.facebook.com/RedbridgeRainbow) – always useful when you need to tell someone on the phone how to find you online!
- Facebook automatically creates an “About” page from information you provide about the group and its contact details.
- You can easily add photos and even videos
- You don't even need a computer – you can add photos and even video from your phone, while an event is going on.

You can add details of forthcoming events so people know what you're planning, and let you know if they are interested or definitely attending.

## So how do you do it?

The process is slightly different on a computer or a phone. On either platform, Facebook asks you for the information it needs to set up your page. The good news is that it doesn't matter too much if you make a mistake – once the page is set up, you'll be able to change what's on it. If you want, you can delete the page later. So the best thing is to get stuck in and have a go.

### On a computer

1. Log into Facebook.
2. Click Create Page in the left-hand column.
3. Click on Company, Organisation or Institution.
4. Choose the category Nonprofit and enter your group's name.
5. Now you enter information about the organisation and what it does, and you get to choose the part of your web address that comes after [www.facebook.com](http://www.facebook.com).
6. Enter a picture to represent the group – such as a logo, if you have one.
7. You can choose to add the page to your favourites, so you can access it easily.
8. You can choose which people you really want to reach – in a particular place, by age, by gender, by interests or by language – or you can skip that.
9. You're done – you're now online!

### On a smartphone

1. Log into Facebook.
2. Tap on the menu button on the right of the white

menu bar (with the three horizontal lines).

3. Scroll down to Pages and tap “See all”.
4. Tap on Create Page, and then on Get Started.
5. You're now asked to choose a name for your page, which should be the name of your organisation.
6. Now choose what category your page should go in. Facebook will suggest some. You should probably choose Nonprofit from the Companies and Organisations category.
7. Continue answering the questions till you're done. To be honest, I couldn't get this bit to work. But don't worry – your page soon appears anyway, listed under Pages, and you can tap on it and make any changes you want here.

## Setting up a website

- Find a company to “host” your site. The site will be stored on their computer and made available from there. You could start by searching online for “best website hosts UK” and then comparing what's on offer. You should expect to pay about £30 a year.
- Decide on what “domain name” you want. This is the bit that comes after “www” in the website address – ours is [redbridgecvcs.net](http://redbridgecvcs.net). Most British nonprofits choose a domain name that ends in [.org.uk](http://.org.uk) – such as [rspca.org.uk](http://rspca.org.uk). You can check if anyone is using a domain name at [www.nominet.uk/whois](http://www.nominet.uk/whois). You should pay under £10 a year for this.
- We recommend that you use software called Wordpress to run your site. Wordpress is the most popular software for small sites, so you can expect your hosting company to be familiar with it. You shouldn't have to pay extra to use Wordpress on top of hosting costs.
- Lots of free resources are available online if you search for “Wordpress for beginners”.
- You'll need to divide up the information on the site into a few different pages. You'll want a “home” page – the first page people see – which includes the content which is currently a priority for you. You'll probably want a page about the organisation called “What We Do” or “About Us”, and a “Contact Us” page. You might also want pages called “News” or “Events”.

# RedbridgeCVS Training Courses

## Confidence Building through Assertiveness

Monday 12 December

This course empowers you with the knowledge and skills you need to act confidently. Often, people lack the confidence to complain, or to object to other people's expectations. They can then feel resentful, and lose their self-esteem.

This course teaches you how to adopt techniques and strategies that help you feel more at ease with situations so that you don't become a person who is always put upon. Instead you learn how to say 'No' and can stand up for yourself, which benefits both you and the organisation you work with.

## Safeguarding Adults, Level 1

Thursday 12 January

The vast majority of people who work with service users aim to provide a safe, supportive environment. However, tensions and misunderstandings sometimes occur and can give rise to allegations of abuse, which are inevitably distressing and difficult for all concerned. Equally, some allegations will be genuine, and some people deliberately seek out, create or exploit opportunities to abuse service users. It is essential that all possible steps are taken to safeguard service users, and to ensure that individuals working with them are safe to do so.

This course makes you aware of the issues of abuse and potential abuse of vulnerable adults, and explains your responsibilities and the relevant legislation.

## Recruitment and Selection of Volunteers

Wednesday 25 January

This two-day course looks at how to establish fair



and consistent recruitment and selection processes and how to attract volunteers to their organisation. The key message is that getting the right volunteers from the start is one of the best ways of ensuring effective volunteer management in the future.

You can do this course on its own, but if you also do the Supporting and Developing Volunteers course in June/July you get a recognised volunteer management qualification.

## Spring into Action!

We're offering places on our January to April courses at

# 1/2 price

Book one place at full price, and a second person from your organisation, who hasn't been on any RedbridgeCVS training since September, can go on the same course for half the fee.

For more information contact Trish on

**020 8514 9611**

**Book now at [www.redbridgecvs.net/training](http://www.redbridgecvs.net/training)**

## Resources and workshops available for Local Charities Day

Local Charities Day takes place on Friday 16 December. It's an initiative from the Office for Civil Society (Department for Culture Media and Sport) which aims to raise awareness of small, local charities to make sure they get the recognition they deserve.

### Information about small charities

Lloyds Bank Foundation has produced a 6-page briefing about local charities. If you ask people to name a charity, they would probably give the name of a high-profile, national organisation. But the vast majority of charities are locally-based and survive on low incomes. They provide vital services which meet the complex needs of their users – yet they often

struggle to stay open, in particular as local authority funding is in decline.

### Workshops for small charities

As part of Local Charities Day the Foundation for Social Improvement will be running 3 x 1 hour free workshops on 6th, 7th, 8th December in London.

To download the briefing and book for the workshops, see [www.redbridgecvs.net/localcharitiesday2016](http://www.redbridgecvs.net/localcharitiesday2016)



## Recognition for local voluntary sector stalwarts

**Hilda Lyons, founder of Redbridge Dippers swimming club for disabled people, has received the British Empire Medal.**

Hilda received the medal in November in recognition of her starting Redbridge Dippers Swimming Club in May 1977 and running the group for many years.

Dippers has given many people more confidence and social skills, as well as exercise and learning to swim. The club is celebrating its 40th year in 2017, with members aged from 4 to 80. Sessions take place two days a week at Fullwell Cross swimming pool, and the group also organises a summer outing and Christmas party. For further details please call Gloria Mead on 020 3556 4825.

**Violet Pace, 85, has worked as a volunteer for Haven House Children's Hospice in Woodford Green for 17 years, and was presented with a long service award at the Team London Awards, City Hall.**

Vi has a number of roles which currently include bucket collections come rain or shine at various underground stations, fundraising administration, post room and counts all of the money raised through collections. Haven House say "she would come in Christmas day if we let her as she is so passionate and dedicated to the hospice."



*Hilda with her well-deserved medal*



*Violet receives her award from Barbara Windsor*

# Events Calendar

## Training: Working with Older LGBT People

**10am-1pm, Tues 6 December, followed by lunch  
Central London**

Organised by Age UK with Opening Doors London. Covers assumptions, historical context, the Equality Act 2010 and best practice guidance. Free, but you need to register – details on our website.



## Redbridge Music Lounge

**12.30-4.30pm, Weds 7 December  
Cranbrook Centre, Melbourne Gate, Melbourne Road,  
Valentines Park Ilford IG1 4SB**

For musicians and anyone interested in playing music in the community – whether you are retired, in part-time work, unemployed or semi-professional, even if you're committed to bands/groups already but have time and expertise to offer, mainly for daytime projects, events and local festivals. Please feel free to bring along your instruments and perform. No need to book, just turn up.

## Need full details?

Full information about all these events is available on our website at

**[www.redbridgecvs.net/events](http://www.redbridgecvs.net/events)**

New events by and for the local voluntary sector are added to the site each week, and sent out in eNews, our weekly newsletter.

## Local Forum

**6.30-8.30pm, Weds 7 December  
Mossford Green Primary School, Fairlop Road,  
Barkingside, Ilford IG6 2EW**

Local Forums combine formal and informal opportunities for residents to raise questions, ideas, issues and concerns with Council services and local organisations. No need to book, just turn up.

## Breast Cancer Event

**10am-4pm, Fri 9 December  
High Rd, Ilford, near the Town Hall**

Organised by Redbridge Council and UCLH Cancer Collaborative. The focus is to raise awareness of the signs and symptoms of breast cancer and also to highlight the importance of screening.

## Dine with the Mayor of Redbridge

**7.30pm, Tues 13 December  
Mez-opotamia, High Rd, South Woodford**

Two course meal, including mixed meze, in aid of local charities. £25 for two courses and a welcome drink. Please reserve your place – details available on our website.



## Tell Us about Your Events!

Every week we send out information about forthcoming events in eNews, which reaches over 500 people. And we Tweet about events and other news to our 870 followers. All of which means local groups get free publicity!

**Send information and photos to  
[colin@redbridgecvs.net](mailto:colin@redbridgecvs.net)**

# Funding Diary

## Grants for registered charities

Funding for work with children, rehabilitation of offenders, disadvantaged women, disability, arts outreach or integration of minorities, including refugees and travellers.

**More information:** <http://bit.ly/2fR5VGK>

**Closing date:** Friday 16 December

## Helping migrants set up businesses

Help migrants become self-employed and set up successful businesses. Funding aims to bring together regional and national players into trans-national networks which build on existing evidence of what approaches work.

**More information:** <http://bit.ly/2gGavsB>

**Closing date:** Tuesday 20 December

## Funding for disadvantaged young people

Registered charities that work with disadvantaged children under the age of 25 can apply for funding of up to £10,000 through the Ironmongers Company's grants programme. In particular the company wants to support projects that provide opportunities for disadvantaged children and young people to develop learning, motivation and skills.

**More information:** <http://bit.ly/188gr1x>

**Closing date:** Saturday 31 December

## Grants for work with young people

Grants of over £10,000 per project are available to not for profit organisations that work with young people who are experiencing disadvantage through illness, distress, abuse or neglect; any kind of disability; behavioural or psychological difficulties and/or living in poverty or situations of deprivation.

**More information:** <http://bit.ly/1FSyoAh>

**Closing date:** Friday 13 January

## Legal work with vulnerable young migrants

Grants to undertake strategic legal work to benefit children and young people who are significantly

disadvantaged by migration status in fields such as asylum, immigration, human rights, family law, community care, housing, education and mental health.

**More information:** <http://bit.ly/2fDGrhz>

**Closing date:** Monday 16 January

## Law and human rights-based work

Grants are available to voluntary organisations for training, education and capacity building in using the law and human rights based approaches in order to achieve their objectives. Seed funding of up to £30,000 can support organisations to understand how their objectives can be achieved through use of the law or human rights based approaches. Up to £150,000 is available for projects which address discrimination in practice.

**More information:** <http://bit.ly/2gYYRW4z>

**Closing date:** Monday 23 January

## Work to address disadvantage

Grants to support less popular causes, including homelessness, asylum seekers, refugees, disadvantaged young people (aged 16 to 25). The average grant is £5,000: the funder prefers to support small community organisations.

**More information:** <http://bit.ly/2fDFmXi>

**Closing date:** Wednesday 1 February

## New ways of addressing London's social problems

Funding for imaginative and new responses that address the root causes of problems. Funding targets employment, advice, social justice, violence and supporting small groups. Average grant about £75,000 over three years.

**More information:** <http://bit.ly/2df0fEz>

**Closing date:** Monday 6 February

For more fundraising support, contact **Ola Kanu**, our Community Fundraiser, on **020 8514 9617** or at [ola@redbridgecvsn.net](mailto:ola@redbridgecvsn.net).

If you're a RedbridgeCVS member, you can access new funding opportunities added to our website every week at [www.redbridgecvsn.net/fundingopps](http://www.redbridgecvsn.net/fundingopps).

## RedbridgeCVS exists to support voluntary and community groups in the London Borough of Redbridge.

RedbridgeCVS is a charity which exists to support other local voluntary groups. Our services include:

- **information** about local groups, events, jobs and funding, delivered through our website, our weekly email newsletter and our bimonthly publication Community
- support with **fundraising** – our Community Fundraiser had helped local groups raise almost a million pounds.
- **training** on the topics that are really important for small groups, in small, friendly groups, with discounts the more you book
- help from Volunteer Centre Redbridge with **finding volunteers** for your group, and helping your group to work with them effectively
- **representing** voluntary groups in meetings with bodies like Redbridge Council and the NHS
- **meetings** where you can get to know other local groups and share best practice
- **advice** about the policies and procedures you need, and how to plan your work
- affordable and good-quality **room hire** and **photocopying**
- projects to help local communities improve their **health and fitness**

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## Join RedbridgeCVS

Membership is free: we invite all community groups to join if they are based in Redbridge or work with Redbridge people. Some of our services are only available to members, and members get a discount on fees, such as those for training or room hire.

## More about RedbridgeCVS

See our website at

[www.redbridgecvsvs.net](http://www.redbridgecvsvs.net)

or ring us on

020 8553 1004