

Funding Officers Network
Wednesday 8th March 2023
10am – 12pm
Zoom Meeting

Present:

| | |
|----------------------------------|--------------------------|
| Tariq Mahmood (TM) (Chairperson) | CVS Falkirk and District |
| Becky Coleman (BC) | easyfundraising |
| Stef Paterson (SP) | Falkirk Delivers |
| Maureen | Braveheart Association |

Apologies:

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|----------------------|---------------------------------------|
| Chris Gunn (CG) | Falkirk Community Football Foundation |
| Kim Edgar (KE) | Freedom of Mind Community Choir |
| Laura Cauldwell (LC) | Quiet Waters |
| Sally Cameron (SC) | |

1. Welcome and Introductions

TM introduced himself, welcomed forum members present and advised the meeting was recorded via Zoom. Members introduced themselves to each other and gave a summary of their work, and their interest in the network.

2. Review of Previous Minutes

The previous minutes will be reviewed at the next meeting in August.

3. Falkirk Funders Fayre

Members discussed Falkirk Funders Fayre with TM, which took place the day before, and gave their thoughts, experiences and feedback.

Action: TM to send SP a digital copy of the Funders Fayre booklet.

4. Network Background

TM gave a quick overview and introduction to the Network for those who had not been present at the last meeting.

The Network was set up to support funding officers and those responsible for fundraising activity across Falkirk District's third sector. Facilitated by CVS Falkirk (along with [8 other forums and networks](#)), the Funding Officers Network (FON) is a space for sharing knowledge, peer support, and for collaboration and connections between members, those dealing with funding applications and other fundraising for their groups and organisations.

5. Becky Coleman, easyfundraising

TM and members welcomed BC, who spoke about the easyfundraising platform, their background, purpose and ethos, and how the platform works, including their app and reminder system.

A recording of BC's presentation is available on the dedicated [Funding Officers Network](#) page (linked for your convenience), along with the [presentation slides](#).

TM noted that CVS Falkirk hopes to bring many more funders and their local officers to speak at these network meetings, to help the third sector across Falkirk learn more about them as funders and their criteria. This will also be a space for attendees to ask questions of the funders, as they did with BC.

6. Terms of Reference

TM explained that CVS Falkirk is keen to develop a written, formal Terms of Reference (ToR) defining the network, along with its remit.

TM spoke about another network CVS Falkirk helped set up, the Falkirk Older People's Network (OPN), which started in a similar way to the FON and is now an independent, autonomous network with its own governing documents. TM will circulate the template ToR the Falkirk Older People's Network (OPN) used to members, which the FON can then fit to their own needs.

Action: TM to send members the template ToR originally used by Falkirk OPN.

7. Future Meetings

TM will circulate the next meeting dates of the FON, which will take place quarterly on:

- Wednesday 10th May 2023
- Wednesday 9th August 2023
- Wednesday 15th November 2023
- Wednesday 14th February 2024

Members confirmed they were happy for the network to meet quarterly.

8. AOCB

None.

**Date of Next Meeting: Wednesday 10th May 2023,
10am – 12pm, via Zoom**