

Crisis Guidance



Glasgow Makes Connections partners are able to assist voluntary sector organisations in Glasgow who are operating in a changed funding environment following the closure of the Integrated Grant Fund (IGF).

STAGE 1	
Internal Assessment	<p>Discuss the implications of the closure of IGF & potential delays to the Glasgow Communities Fund decisions internally with Board Members and relevant staff. Identify the key issues which need to be addressed. It may help to refer to the self-assessment questionnaire completed prior to submission of Glasgow Communities Fund application*.</p> <p>Key issues should be classified as:</p> <ul style="list-style-type: none"> • <i>Human Resource</i> issues where loss of staff may result • <i>Financial sustainability</i> issues in the short or medium term • Potentially having to <i>restructure</i> the organisation in order to continue operating? • Anything else
STAGE 2	
Preparation	<p>Prepare the following ahead of the review meeting:</p> <ul style="list-style-type: none"> • A complete list of employees detailing dates of birth, any contractual notice/redundancy obligations, salary and length of service that may be affected by the unsuccessful application • A comprehensive list of all assets and liabilities along with any outstanding finance arrangements and their date of conclusion – assets being things that are owned by the organisation or owed money to the organisation/liabilities are outstanding monies the organisation needs to pay including loans/HMRC/restricted grant funding • Most recent annual accounts and management accounts – Management accounts should include a list of ALL sources of income and ALL areas of expenditure • Current bank balance

STAGE 3	
Initial Advice	Book an appointment to review the issues identified above and identify the options available to your organisations by calling 0141 332 2444 or email CLD@gcvs.org.uk .
STAGE 4	
Access Support	If support is available and appropriate we will allocate a Glasgow Makes Connections partners to work with your organisation.

*If you do not have / cannot find a copy of your Self Assessment Questionnaire (which was emailed to whoever completed the form) contact Zahra.Hedges @ceis.org.uk for a copy.