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### Overview

This standard is for those who are responsible for assessing possible sources of funding and then negotiating and securing that funding.

Sources of funding could include sponsorship, grants, subsidies, donations and bequests.

This standard is designed for those involved in event organisation, land management and voluntary organisations.

### Performance criteria

#### You must be able to:

- P1 identify potential sources of funding that are relevant to the organisation and its work
- P2 obtain information on the sources of funding and assess its appropriateness to the work of the organisation
- P3 identify and assess opportunities and constraints of the sources of funding
- P4 analyse and present the information in a form which can be used by others
- P5 select sources of funding most appropriate to the organisation and its aims
- P6 identify the process required to obtain the funding
- P7 prepare information and data on time and in a form which is consistent with the funder's requirements
- P8 conduct negotiations in the manner necessary for achieving the desired results
- P9 provide additional information to support the application for funding if required
- P10 present and communicate outcomes to those who need to be informed

### Knowledge and understanding

#### You need to know and understand:

- K1 how to identify and assess sources of funding for relevance
- K2 the needs and demands of funders and how they differ between sources
- K3 opportunities and risks in funding arrangements
- K4 how to prepare proposals and applications for funding
- K5 how to interpret the assessment criteria of potential funders
- K6 the full range of benefits available from funding sources, and the associated constraints
- K7 effective negotiation methods
- K8 how to assess the details of any contractual obligations
- K9 how to handle rejection of funding requests constructively in a way that does not prejudice future relationships
- K10 methods of publicising contract agreements and any commitments which have been made

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[Glossary](#)

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Relevant occupations Head of Environment; Property Manager; Ranger; Management Volunteers; Education and Interpretation Officer; Conservation Officer; Park Manager; Director of Parks and Open Spaces; Director of Gardens; Arboriculture and Forestry; Animal Care

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Suite Environmental Conservation; Horticulture; Animal Care Management; Treework

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Keywords funding; sponsorship; grants; subsidies; donations; bequests

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