

Commissioning & Tendering

Interested in a course designed for the Voluntary and Community Sector?

Starts 8th May – Every Wednesdays for 8 weeks

Units in:

- Understanding the Funding Context
- Managing in the New Environment
- Financial Planning & Management

Enrolling now

- Ensuring Effective Service Delivery

(Some knowledge of Word & Excel required but not accountancy skills)

Enquiries :

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Commissioning & Tendering for the Voluntary and Community Sector

A must-do course for anyone involved in dealing with the new commissioning culture

Please note that some basic I.T. skills are required for this course although accountancy skills are not essential. Skills may be assessed and tuition given to upgrade before or during the course.

Course details:

Preliminaries and introduction

UNIT ONE:

- Understanding the Funding Context
- Organisational Aims & Objectives
- Reviewing funding methods & SWOT analysis
- Commissioning (including Outcomes Based Commissioning)
- Procurement, Tendering & Contracting

UNIT TWO:

- Managing in the New Environment
Exploring Governance
- Effective Policies & Procedures
- Action Planning
- Monitoring & Evaluation including outcomes, outputs & indicators

UNIT THREE:

- Financial Planning & Management in the New Environment
- Understanding Basic Principles of Financial Planning including a writing a 3 year budget with Value Added
- Financial Management & Monitoring
- Cash Flow
- Annual Accounts

UNIT FOUR:

- Ensuring Effective Service Delivery Preparing for Contracting
- Implications of Contracting e.g. Legal Structures Practical Applications For Your Organisation
- Writing a 3 year Tender