

ASTH406

Identify and secure funding in your area of responsibility



Overview

This standard is about identifying project and funding opportunities, as well as bidding for funding and projects. Funding opportunities could be for projects, initiatives or programmes and the funding could be short, medium or long-term.

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Performance criteria

- You must be able to:*
- P1 identify suitable sources of funding for the range of work that your organisation is likely to undertake
 - P2 assess any practical constraints or particular benefits in securing funding from particular sources
 - P3 assess the administrative and management implications of a successful bid
 - P4 ensure that your organisation has the resources and capacity to successfully deliver the objectives that the funding would support
 - P5 ensure that your proposal meets the detailed requirements of the specification provided by the funding body and meets the deadline
 - P6 conduct any post-proposal negotiations in line with your organisational requirements and the opportunities and constraints identified by your earlier assessment
 - P7 provide additional information where necessary to enable negotiations to proceed effectively
 - P8 seek feedback for future action where the negotiations are unsuccessful
 - P9 agree and confirm contracts prior to the start of work

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Knowledge and understanding

You need to know and understand:

- K1 how to identify and assess current and anticipated sources of funding
- K2 the organisational, legal, resource and ethical issues which might be involved in taking on particular types of work
- K3 the relationship between work which the organisation may be interested in doing and its capacity to achieve it
- K4 opportunities and risks in funding arrangements
- K5 preparing proposals and applications for funding
- K6 the importance of historical information relating to proposals and how it can be used to inform current activity
- K7 reasons why organisations may choose not to apply for contracts even though they are able to achieve them
- K8 your obligations and responsibilities under contract law
- K9 organisational and legislative demands of delivery
- K10 sources of information and advice - technical, legal and financial
- K11 effective ways of presenting proposals which are likely to prove successful in gaining the work
- K12 the information which is required for tenders and its purpose
- K13 the range of operational resources needed for successful delivery of the contract
- K14 how to arrive at an optimal costing which takes into consideration why the contract is being sought, prevailing market conditions and the actual cost of providing the products and services
- K15 the needs and demands of funders and how they differ between sources
- K16 why post-proposal negotiations may be necessary and how to conduct them in an effective manner
- K17 how to conclude contract negotiations which are effective and mean the contract is able to proceed
- K18 principles and methods of effective management, your own strengths and weaknesses in this area and where help may be sought from others
- K19 methods of developing and establishing good working relationships with contract holders

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Suite Housing

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