

## Overview

This standard covers 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 for those who need to seek and apply for sources of funding.

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## Performance criteria

*You must be able to:*

1. identify potential sources of funding that are relevant to the organisation and its work
2. obtain information on the sources of funding and assess their relevance to the work of the organisation
3. identify and assess the opportunities and constraints of the sources of funding
4. select the sources of funding most relevant to the organisation and its work
5. obtain information on the process and timescale required to apply for the funding
6. prepare and submit information required for the application on time and in a form that is consistent with the funder's requirements
7. provide additional information to support the application for funding, if requested
8. conduct negotiations with the funder in the manner necessary to secure the funding
9. present and communicate outcomes to those who need to be informed

## Knowledge and understanding

*You need to know and understand:*

1. how and where to find information on potential sources of funding
2. how to assess sources of funding for relevance
3. the needs and demands of funders and how they differ between sources
4. the full range of opportunities available from funding sources, and the associated constraints
5. how to prepare proposals and applications for funding
6. how to interpret the assessment criteria of potential funders
7. how to negotiate with funders to secure the funding
8. how to assess the details of any contractual obligations
9. how to handle the rejection of funding requests in a way that does not prejudice future relationships with the funder
10. the methods of publicising contract agreements and any commitments that have been made

## Glossary

**Sources of funding:** sponsorship, grants, subsidies, donations, bequests.

<b>Developed by</b>	Lantra
<b>Version Number</b>	2
<b>Date Approved</b>	30 Mar 2020
<b>Indicative Review Date</b>	30 Mar 2025
<b>Validity</b>	Current
<b>Status</b>	Original
<b>Originating Organisation</b>	Lantra
<b>Original URN</b>	LANCS44
<b>Relevant Occupations</b>	Animal Care, Forestry, Conservation Officer, Director of Gardens, Director of Parks and Open Spaces, Education and Interpretation Officer, Head of Environment, Manager of Volunteers, Park Manager, Property Manager, Ranger
<b>Suite</b>	Animal Care and Management, Environmental Conservation, Horticulture, Treework
<b>Keywords</b>	funding; sponsorship; grants; subsidies; donations; bequests