

# Girlguiding North West England Region Support



## What can the Membership Growth and Retention team do for you?

We have a team in place to help you at our Region Headquarters in Preston..

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[www.girlguiding.org.uk](http://www.girlguiding.org.uk) > Making Guiding happen > Running your unit > Starting a new unit

## What other support is available?

Girlguiding Publications

Your District Commissioner

Members' Area and Go!

County Leadership Team

County Advisers

Local Unit Leaders

Your Mentor

### Did you know?

There is a report that you can run on Go! called the 'Area Contact Details' report. This can be run as a Unit User and will give you details of your local Commissioners and also the names and contact details of people in key roles such as the County Arts Adviser.



# Starting a new unit

This leaflet is designed to help Leaders starting new Girlguiding units.

It contains information on grants that are available, as well as ideas and advice on what resources are really necessary to set up your unit.

This leaflet provides you with information that can also be found on the Girlguiding website.



# What funds are available, and how do we access them?



## Starting a New Unit Grant

### Who is eligible?

This grant is available for all new units and those re-opening in areas where units have been inactive for more than one year. Applications need to be submitted within 90 days of your unit's 'formed' date on Go! - your first unit meeting.

### What does the funding cover?

You can apply for funding to cover:

- Unit resources and equipment
- Leaders' uniform
- General equipment such as a first aid kit
- The first month's rent and/or deposit for the meeting venue.

### How much funding is available?

The maximum grant available is £500.

## Trefoil Guild New Unit Grant

### Who is eligible?

The Trefoil Guild is keen to keep in touch with local guiding by offering starter packs to any new unit, providing the application is received by the Trefoil Guild office within six months of the first meeting. A unit that has re-opened after a break of at least a year can also apply, as can any unit that has received a Starting a New Unit Grant from Girlguiding.

### What does the funding cover?

A starter pack is made up of items you choose from the Trading Service catalogue (excluding badges, guiding wear or regional publications) to the value of £40.

### How much funding is available?

A maximum of £40 is awarded to a unit.

### More information available at:

[www.girlguiding.org.uk](http://www.girlguiding.org.uk) > Making guiding happen > Running your unit > Finance insurance and property > Grants and funding

## Applying for External Grants

### Top Tips!

- Research!
- Call the funder where appropriate
- Complete the application form in full
- Write in short sentences
- Get someone to proof read your application
- Make it look attractive
- Tailor it to the type of funder
- Don't use guiding jargon
- Allow yourself plenty of time
- If you are successful, ensure you understand required monitoring
- If you are unsuccessful, ask for feedback

**Remember funders often get hundreds of requests a week!**

## What resources do we need to start up a unit?

When a unit first opens, a few resources such as The Guiding Handbook and a copy of the appropriate section resources are essential. If you need any support with this, you can apply for the Girlguiding North West England's Marshall Trust Grant.

[www.ggnwe.org.uk](http://www.ggnwe.org.uk) > Leaders' Area > Grants and Funding > Marshall Trust Fund

As the unit grows and becomes established, other resources may be needed, but while it is in its early stages these could be borrowed from other Leaders, who will be more than happy to share. This will help keep your start-up costs down until you have collected the funds you need through unit subscriptions, fundraising activities, grants.

### Other items include:

Emergency File	Song Books	Balls
Attendance Register	First Aid Kit	Skipping Ropes
Accounts Pack	Craft equipment	Hoops
Leader Handbook	Scissors	
Section Handbook	Glue	
Programme Resources	Paper	
Games / Craft Books	Games Equipment	

[www.girlguiding.org.uk](http://www.girlguiding.org.uk) > Making guiding happen > Running your unit > Starting a new unit

