

Message from our Chair

Welcome to SYFAB's Annual Report for the year ending 31 March 2011. We present in this report an overview of our year, as well as our detailed financial accounts for 2010-11.

This has been a year of change and challenge for SYFAB. With the world altering massively around us, we commissioned an Organisational Review in the wake of last year's celebratory AGM, to give us a steer for the future. 2011 has been about consulting and re-contracting with our funders and our staff, to take a sleeker SYFAB into 2012 and beyond. In the process of this, we have said goodbye to a number of familiar staff members - as well as welcoming four new volunteer Directors and our first SYFAB baby in many years! Our thanks to all those still standing, as well as those who have left us for pastures new.

Our vision of SYFAB has been re-thought and re-written with the collaboration of our staff and Directors and its essential truth remains the same - **SYFAB exists to contribute its expertise to the healthy continuation of a thriving voluntary and community sector**. Our service to you - the groups - comes first, as it always has. We have rebuilt SYFAB around meeting the needs of voluntary and community sector groups in the 21st Century and we hope that you will feel as excited as we are about the developments we will be outlining to you at our AGM.

The thanks of SYFAB's Directors go to all our staff members who have travelled with us into our future vision, a process which has not been easy. We owe particular thanks to Danny Antrobus, who stepped up as Acting Director in October 2010 and has, with the support of the Board, steered us through turbulent waters. Danny's report gives a more detailed account of our work since April 2010 and it is a credit to the whole staff team that we have continued to deliver our service and meet our targets during this time. Our funders also deserve thanks for their flexibility and critical friendship during our changes.

At the AGM in November, you will start to hear about **FIAG - Funding Information, Advice and Guidance**. We will be revealing to you how we have restructured around this concept, which is designed to provide an even more responsive and accurate service to the sector. Alongside Danny as Strategic Manager, Caroline Burns will be leading the new FIAG team and we are all looking forward to seeing FIAG in action next year.

So a final thank you - for your faith in us and your support of us which arises from the work we've done with you over the years. I can put my hand on my heart and say that every single person involved with SYFAB believes in what we do and we hope you will join us in our excitement about the future and this new phase for our effective, valuable organisation.

Louise Mycroft

Chair

Message from our Strategic Manager

Amongst all the difficulties and uncertainties of the external funding environment and our own internal reviews and restructuring, it's been really pleasing that **we've been able to continue to support so many members of voluntary and community organisations to develop their fundraising knowledge, skills and confidence** throughout 2010-11.

Over the year, we've continued to develop our online funding news and funding search services, and updated some of our funding information and advice sheets. We've also developed and delivered a Finding Funders workshop for people who want to learn how to use those services. We have also continued to run a development work service across the county with workers offering specific advice and support in each district of South Yorkshire, as well as running workshops and training courses in various aspects of fundraising.

We have recognised that **it is the development of fundraising skills, knowledge and confidence that underpins all of our work**, and have restructured the organisation in order to provide a single streamlined Funding Information Advice and Guidance service. We will be establishing that new model of support in 2011-12.

We are very grateful to the organisations that funded our work in 2010-11 and especially to those who have continued to support us in 2011-12 despite the difficult financial circumstances. **We would also like to thank the Big Lottery Fund, Sheffield City Council and Rotherham Metropolitan Borough Council** for their support and flexibility while we restructured SYFAB.

The funding climate of cuts and uncertainty bring the challenges for an organisation like SYFAB into sharp focus. As a specialist funding advice organisation, it makes sense for us to work across a wide area, at county level or wider: there are economies of scale in just having one funding research system and funding search database, for example. And as we respond to demand by producing more self-help and online resources, it makes sense for those to be available more widely. However, there is also a drive to work locally: direct advice and guidance support to groups tends to happen locally, two of our funders support us to deliver our work at local level, and many of our partners in infrastructure support have a local focus, such as CVSs. The challenge for us will be to manage that tension, while focusing on our mission: to make sure we deliver the work that will genuinely support members of voluntary and community organisations to improve their fundraising skills.

Finally, in her Chair's report, Louise writes about the external and internal changes that have impacted on us at SYFAB. Just as she pays tribute to the work of staff, I would like to thank Louise and the rest of SYFAB's Board of Directors, who have given countless hours to govern and manage the organisation through a very difficult year.

Danny Antrobus

Strategic Manager

South Yorkshire Funding Advice Bureau

(A company limited by guarantee not having a share capital)

Report of the directors

The directors present their report and audited financial statements for the year ended 31 March 2011.

Structure, governance and management

SYFAB is a charitable company limited by guarantee, incorporated on 8 March 1995 and registered as a charity on 6 March 1997, registered charity number 1061118. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

Membership of the company is open to organisations which support SYFAB's objects and operate within the voluntary sector of South Yorkshire. Member organisations are each entitled to one vote at general meetings.

SYFAB's constitution requires that trustees be appointed to the Board of Directors by election at the AGM each year. They must be from one of SYFAB's member organisations, and they serve for a term of two years, when they have to be re-elected by the AGM. Recruitment is done by general awareness campaigns, by advertising vacancies as and when they arise; and by inviting nominations in advance of the next AGM, when information is sent out to member organisations.

There are up to six co-opted members of the Board of Directors. They are appointed by the Board of Directors to bring specific skills or expertise to the organisation, in fields such as training, finance, research or personnel.

On appointment, trustees are given an induction pack which includes information on the Board of Directors and SYFAB, legal documents, finance, and forms. All are required to attend an induction training session, and ongoing training is made available.

The trustees are responsible for the overall management and strategic direction of SYFAB. They also have the final responsibility in personnel issues. The day-to-day business of SYFAB is undertaken by the staff team, and managed by the Strategic Manager and the FIAG Co-ordinator.

Directors

The directors, as defined in the Memorandum and Articles, act as the directors of the company and, as the organisation is a registered charity, act also as its charitable trustees.

The directors at 31 March 2011 are listed on page 50: Reference and administrative details.

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Objectives and activities

We aim to promote the more effective working of charities in South Yorkshire and to promote the achievement of charitable purposes on the part of voluntary and community groups by:

- Compiling comprehensive and reliable information calculated to achieve such ends by research into existing and new sources of financial and other resources;
- Making available the findings of such research to prospective donors and those seeking such resources by the provisions of financial and other resources;
- Providing other related services designed to increase the amount of effective resources to be devoted to achieving charitable purpose by voluntary and community groups in the area of benefit.

Our vision, mission and aims

Our vision

SYFAB's vision is for a funding environment where organisations, funders and policy makers work together to build a thriving voluntary and community sector.

Our mission

SYFAB helps voluntary and community organisations to develop the fundraising skills they need to achieve their aims.

Our aims

Working through a 3-stage fundraising cycle:

1. **Pre-application:** building the knowledge, skills and confidence to develop a fundable project and research appropriate funding sources
2. **Application:** building the knowledge, skills and confidence to develop and submit high quality funding applications
3. **Post-application:** building the knowledge, skills and confidence to manage funding successfully and prepare for future fundraising cycles

Public benefit

SYFAB aims to provide public benefit by advancing community development through its support of community and voluntary organisations in South Yorkshire. We do this by providing funding information, advice and training to those organisations, and by working strategically to promote and improve the provision of and access to funding opportunities.

Our trustees and staff work together to draw up our strategic plan, from which priorities are set and specific workplans devised. Throughout this process the trustees have regard to the Charity Commission's guidance on public benefit and ensure that our services meet these criteria.

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Summary of our work 2010-11 - the big numbers

Total number of groups we have helped during 2010-11:

1,678

(2009-10: 1,350)

This figure does not include Funding News mailing lists.

Total received during 2010-11 through funding applications made by groups we have helped:

£6,020,232

(2009-10: £7,701,376)

This figure is based on feedback from funders and groups we have helped and can only be approximate: groups do not always tell us of their fundraising successes.