

Programmes Office

Halton Borough Council's Programmes Office Team are looking to support both Halton's Community Sector and HBC Colleagues with a series of training workshops to support them in all aspects of searching & bidding for funds to support their organisation, developing a fundraising strategy, managing the grants received and monitoring the grant to report back on the outcomes for the funding secured.

2025 Dates and Workshops

Thursday 16th October 2025 10am – 12pm “Managing Your Grant”

Thursday 23rd October 2025 10am – 12pm “Introduction to Monitoring and Evaluation”

Tuesday 25th November 2025 1pm – 3pm “Developing a Fundraising Strategy”

Tuesday 2nd December 2025 1pm – 3pm “Basic Bid Writing”

Runcorn dates will be confirmed soon for early 2026

RSVP essential and places limited. This free training is open to HBC staff or colleagues or volunteers within the community sector, charities, not for profit or community interest organisations.

For further information and eligibility please email: funding@halton.gov.uk

www.halton.gov.uk

Meet the Programmes Office Team

- Steph Davies – Programmes Office Manager
- Melanie Dodd – Strategic Pipeline and Funding Development Lead
- Jennifer Turton – Senior Funding & Monitoring Officer
- Mary O'Neill – Funding & Development Officer
- Jonathan Patten – Funding & Monitoring Officer
- Josie Fallon – Funding & Monitoring Officer
- Emma Eastwood – Funding Support Assistant

Role of the Programmes Office Team

Funding Searches, Bid Writing & Supporting Documents, Training, Dissemination of Funding Information, Developing Partnerships, Lobbying Funders, Participation in Key Forums, Claims & Monitoring

Our **website** <http://www.halton.gov.uk/funding> you can find details on the team and the latest funding bulletins and access to online forms.

For support with any of the above or further information contact: funding@halton.gov.uk