

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 basic introduction 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.

2026 Dates and Runcorn Workshops

- 1) Develop a Fundraising Strategy - 7th May 10am – 12pm
- 2) Basic Bid Writing - 14th May 10am – 12pm
- 3) Managing your Grant – 21st May 10am – 12pm
- 4) Monitoring and Evaluation – 28th May 10am – 12pm

Please register your interest for further information and eligibility by email: funding@halton.gov.uk. **RSVP** essential and places limited. Widnes dates for November will be released later in year.

This free training is open to HBC staff, colleagues or volunteers within the community sector, charities, not for profit or community interest organisations. Places are limited so please only book a spot if you're able to attend.

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

www.halton.gov.uk