

DW17: Support clients in developing sustainable income

OVERVIEW	PERFORMANCE CRITERIA
<p>This unit is for anyone working as a development worker.</p> <p>The unit covers Supporting groups and communities to explore and exploit a full range of funding and financing options (for example, grants, donations and income from trading) to develop a sustainable funding mix.</p>	<p>You must be able to:</p> <ol style="list-style-type: none"> 1. Gather examples of good practice/case studies relating to sources of diverse income to share with groups and communities 2. Support groups and communities to analyse their mission and identify future requirements relating to it 3. Support groups and communities to consider both internal and external environment identifying their current situation and the likely future, using suitable tools and/or methods 4. Support groups and communities to undertake a risk analysis to inform planning 5. Support groups and communities to identify their options using information gathered 6. Support groups and communities to assess the options identified and plan and prioritise actions to be taken including goals and targets 7. Support groups and communities to develop sound financial management systems 8. Support groups and communities to accurately analyse their financial position and future requirements 9. Support groups and communities to identify and to access a range of possible sustainable income streams 10. Support groups and communities to identify when they need to build capacity to support the generation of additional/diverse income streams 11. Support groups and communities to plan reviews of their financial position and sustainability

KNOWLEDGE AND UNDERSTANDING

You need to know and understand the following:

- a) What sustainable funding means
- b) Why sustainable funding is important for groups and communities
- c) The structures of different groups and communities
- d) The possible methods for working with groups and communities
- e) The sources of information and advice available to you
- f) How to analyse the missions of groups and communities
- g) How to use tools and methods available identify developments in the internal and external environments which impact on the work and sustainability of groups and communities
- h) How to undertake a risk assessment for groups and communities
- i) How to use the information available to identify options
- j) How to prioritise options and plan goals and targets
- k) How to develop appropriate financial management systems
- l) How to analyse the financial position of an organisation and identify future requirements
- m) The funding streams available to groups and communities
- n) The alternative sources of finance available to groups and communities
- o) Why it is important for groups and communities to gain a range of income streams
- p) How to build the capacity of groups and communities
- q) How to access the funding streams available to groups and communities
- r) The importance and methods for planning reviews of financial position and sustainability
- s) Your own limits and responsibilities and those of your organisation
- t) What the relevant national, local, professional, and organisational requirements are relating to safeguarding equal opportunities, discrimination, security, confidentiality, and data protection.