



We are offering a series of community workshops **free of charge** to people who are resident or intend to deliver services in Broadland and local groups who are interested in starting up a Social or Community Enterprise and would like practical support in a relaxed and interactive environment.

You may feel ready to get started or just thinking about what you would like to achieve – it is also appropriate for groups who are already constituted but need to find ways to become financially sustainable.

We'll start with a taster session so you can get a general overview followed by targeted workshops - you can choose to book the series or individual workshops according to what you feel you need.

Taster session 18th October 2017

10 am – 12pm

Exploring Entrepreneurship

- What are Social and Community Enterprises and what is an entrepreneur?
- What are the legal structures and basic legal requirements involved?
- How the workshops can help you start or develop your business

Workshops to follow:

➤ **25th October: Business Planning**

Deciding on your legal structure and what your business plan should include

➤ **1st November: Business Registration and recruiting Directors**

Forms, responses and obligations

➤ **8th November: Feeling the fear**

Looking at what your emotional and mental blockers to success are and how to overcome them

➤ **15th November: Financial planning**

How to produce financial forecasts and ensure your business is viable

➤ **22nd November: Bid writing and funding**

Identifying funding streams, intelligent bid writing and how to avoid common mistakes

➤ **29th November: How to complete a grant application**

Practical exercise in completing a live bid document

➤ **6th December: Marketing**

Sales, marketing and branding – identifying the difference and making it work for you

All workshops will be 9.30am – 1pm on Wednesdays

Venue: Carrowbreck House, Drayton High Road NORWICH NR6 5BJ



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