

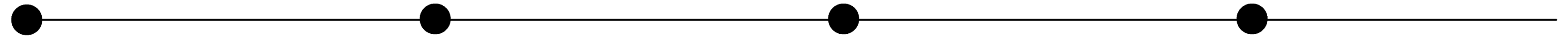
# Slide 1: How to Set Up and Run a Non-Profit Organisation

Subtitle: A step-by-step guide for launching a sustainable and impactful non-profit.

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# Slide 2: Define Your Mission and Vision



**Key Question: What is your organisation's purpose?**

Draft a clear mission statement.

**Action Points:**

Identify the problem you're solving and your target audience.

**Example:**  
**bMoneywize empowers families with financial literacy tools.**

Charity Excellence Framework

**Resources:**

NCVO



# Slide 3: Choose Your Legal Structure

## Key Options in the UK:

1. Charitable Incorporated Organisation (CIO) – Simple, limited liability.
2. Charity – For public benefit activities.
3. Community Interest Company (CIC) – Combines social impact with commercial income.

## Action Points:

- Research the best structure for your goals.
- Ensure alignment with public benefit requirements.

## Resources:

- Charity Types Guide
- CIC Info



# Slide 4:

# Register Your Non- Profit

## Steps:

1. Choose a unique name.
2. Draft a governing document (e.g., constitution).
3. Register with the Charity Commission or Companies House.

## Resources:

- Charity Commission Registration
- Companies House Guidance



# Slide 5: Appoint Trustees or Directors

## Requirements:

- Minimum of 3 trustees (for charities).
- At least 1 director (for CICs).

## Duties:

- Oversee compliance with laws and regulations.
- Act in the best interest of the organisation.

## Resources:

Trustee Responsibilities – NCVO



# Slide 6: Set Up Financial Systems

## Steps:

- Open a business bank account.
- Develop a budget and cash flow plan.
- Use book-keeping tools for transparency.

Examples: Free accounting tools like Wave or QuickBooks, FreeAgent (from Natwest)

## Resources:

- [CAF Bank for Charities](#)
- NCVO Financial Guidance



# Slide 7: Get Funding

## Sources:

1. Grants: Apply to organisations like the National Lottery.
2. Corporate Sponsorships: Partner with CSR programs.
3. Donations: Crowdfunding via JustGiving, GoFundMe.

## Action Points:

- Develop a funding proposal.
- Network with potential donors.

## Resources:

- [Funding Central](#)
- [National Lottery Community Fund](#)



# Slide 8:

# Develop

# Your

# Programs

## Key Points:

- Create activities aligned with your mission.
- Focus on inclusivity and community needs.

## Example – SMART Goals:

- Specific: Deliver 12 workshops.
- Measurable: Reach 200 participants.
- Achievable: Partner with 5 schools.
- Relevant: Address financial literacy.
- Time-bound: Complete within a year.

## Resources:

- SMART Goal Template





# Slide 9:

# Marketing and Outreach

## Steps:

- Build a website using platforms like Wix ,WordPress or Go Daddy
- Utilise social media for promotion.
- Share impactful stories to inspire support.

Pro Tip: Use free tools like Canva for visuals.

## Resources:

- [Charity Digital Marketing Guide](#)
- Canva for Non-Profits



# Slide 10: Monitor and Evaluate Impact

## Steps:

1. Collect participant feedback via surveys.
2. Track outcomes like increased financial knowledge.
3. Use KPIs (e.g., participant growth, donor retention).

## Resources:

- NPC's Impact Reporting Guide



# Slide 11:

## Ensure Compliance

### Key Actions:

- Submit annual reports to the Charity Commission.
- Comply with GDPR for data handling.
- Obtain liability insurance for your activities.

### Resources:

- GDPR Guidance for Charities
- [Charity Compliance Checklist](#)



# Slide 12: Making It Commercially Viable

## Income-Generating Strategies:

1. Sell branded resources (e.g., games, books, apps).
2. Offer premium workshops.
3. License programs to other organisations.

## Tips for Sustainability:

- Diversify funding sources.
- Regularly review budgets.

## Resources:

- [Social Enterprise UK](#)



# Slide 13:

## Useful Links

1. Charity Commission
2. Companies House
3. NCVO Resources
4. Funding Central
5. National Lottery Community Fund
6. Charity Digital

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