

***1. Name of Group/Organisation**

***2. Correspondance Address**

***3. Main Office Telephone Number**

4. Fax Number

5. Website Address

***6. Main Office email address**

7. Is your group part of a parent body?

yes

No

Name of parent body

***8. What status does your group have?**

Informal group

Unincorporated charity

Incorporated charity

Company limited by guarantee

Community Interest Company

Other (please describe)

***9. If you are an informal group, or if you are not a registered charity, please send your memoranda and articles or constitution to info@gavs.biz or to GAVS, Forum at Greenwich, Trafalgar Road, London SE10 9EQ**

- we are a registered charity
- document has been sent

10. Charity registration no:

11. Company registration no

***12. At any one time, approximately how many volunteers work for you (excluding trustees/management committee members)?**

- 0
- 1-10
- 11-20
- 21-50
- 51-100
- 100+

***13. How many paid full time staff do you employ?**

- 0
- 1-10
- 11-20
- 21-50
- 51-100
- 100+

***14. How many paid part time staff do you employ?**

- 0
- 1-10
- 11-20
- 21-50
- 51-100
- 100+

15. How many trustees/management committee/board members do you have

***16. What is your annual turnover?**

- Below £5,000
- £5000 - £30,000
- £30,000 - £100,000
- £100,000 - £200,000
- £200,000+

***17. Do you have a quality assurance award?e.g Inviestors in People, Matrix, PQASSO**

- Yes
- No

If yes, please specify below

***18. Please tell us where you deliver your services**

- Locally (state wards in box below)
- Through the Royal Borough of Greenwich
- International

State wards here

***19. Please tell us about the services offered by your organisation (Please tick all that apply)**

- Animal care
- Advice/Information/Guidance
- Advocacy/Campaigning
- Arts/Culture/Heritage
- Befriending
- Charity Shop
- Childcare/Play/Youth club
- Community Association
- Community Centre
- Community Safety
- Counselling (professional only)
- Domestic/Garden help
- Domestic violence
- Employment and related skills training
- Environmental/Conservation
- Equipment hire/loan
- Financial services
- Fundraising support
- Grant making
- Healthcare
- Housing/Accommodation
- ICT services
- Leisure/Social
- Mental health
- Office services
- Religion/Faith
- Research
- Sports
- Supplementary school
- Tenants/Residents Association
- Translation services
- Substance misuse
- Transport
- Venue/Hall hire

Volunteers

Youth crime

Other (please specify)

***20. Please tell us the main aim of your organisation**

***21. Please tell us about the target groups of your organisation (please tick all that apply)**

Black and minority ethnic groups

Carers

Children and youth

Disabled people

Elders/Older people

Families/Parents

General

Lesbian/Gay/Bisexual/Transgender people

Other CSOs

Women

Other (please specify)

22. Does your organisation work with vulnerable adults

yes

no

If you answered yes to the last question please email your safeguarding vulnerable adults policy to info@gavs.biz or send to GAVS, Forum at Greenwich, Trafalgar Road, London SE10 9EQ. Your application will not be considered until this policy is received. If you need help with developing such a policy, please contact GAVS on 020 8858 1363

23. Does your organisation work regularly with children and young people

yes

no

If you answered yes to the last question, please send your children's safeguarding policy to info@gavs.biz or mail to GAVS, Forum at Greenwich, Trafalgar Road, London SE10 9EQ. If you need help with developing such a policy, please contact us on 020 8858 1363. Your application will not be considered until we have received this document

***24. In which areas would your organisation particularly like support from GAVS:
(please tick all that apply)**

- Advocacy/Representation/Campaigning
- Business/Organisational planning
- Constitution/memoranda and articles
- Developing/running consortia or partnerships/networking/collaboration
- Finance/Payroll
- Fundraising strategies/proposals/bids
- Health and Safety
- Human Resources
- IT/Website/Social Media e.g. Facebook
- Legal e.g constitution/memoranda and articles
- Marketing, communication and publicity
- Management and leadership
- Monitoring and evaluation
- Policies and Procedures
- Project management
- Quality assurance
- Safeguarding children/adults
- Social enterprise

Other (please specify)

25. Name of main contact person in organisation

26. Main Contact's job title/role

27. Telephone number and email of main contact if different from details provided at the beginning of this survey

28. Email address (if different from organisation contact details)

***29. Name of person completing this form**

***30. I declare I am authorised to complete this form on behalf of the above named organisation.**

Date MM DD YYYY
 / /

31. Disclosure of information

- I am happy for GAVS to make information about my organisation available to non commercial enquirers
- I do not want my organisation's details to be made available to non commercial enquirers

GAVS Information Service

As part of the services GAVS offers, we send regular email updates on specific topics to our members and other interested Civil Society Organisations in Greenwich

32. Please tick the email updates you would like to receive:-

- GAVS Info Update:- Sent every Friday. Bulletin provides news about GAVS, events and training, national and local updates, resources, funding and vacancies
- BME Bulletin :- Sent every two months, targeted at groups working with BME communities or groups representing BME communities
- Children and Young People Bulletin:- sent monthly, targeted at groups working with children and young people
- Employment Bulletin:- sent quarterly, target at groups which support people to into work e.g. through volunteering, training, job seeking, support etc
- Health and Well Being Bulletin:- targeted at groups working on health, social care and well being issues

33. Please provide the email addresses below of those people in your organisation who wish to receive the bulletins

You can also keep in contact with GAVS through Twitter @CVSgreenwich and facebook-Gavs Greenwich.