



Workshop information

10.30am Workshops

VAT – The Journey Starts Here

This workshop is primarily designed for those social enterprises which are just starting out. We will cover topics such as: how the VAT system works; when do I need to or when can I register for VAT; what happens once registered; how much VAT do I charge; and how much VAT can I reclaim? In order to maximise the benefit of this workshop, there will also be time allocated for questions and group discussion – if you have a VAT question, come along and ask it.

What support can Falkirk CVS (Centre for Voluntary Services) provide?

This workshop is designed for anyone who is exploring social enterprise as a way of doing business or for anyone who is just starting out as a new social entrepreneur and, would like to find out about the support they can access both locally and nationally. Exploring the role of TSI's and the support they can offer will help to demystify what the third sector is for those who are unfamiliar with the term.

The workshop will also help attendees to navigate their way through the various kinds of support offered across the sector, and through the wider Third Sector support landscape. Attendees will have an opportunity to take part in a discussion and activity designed to give them a platform where they can express their support needs for now and in the future.

11.45am Workshops

VAT – The Ongoing Journey

This workshop is primarily designed for those social enterprises which are already registered for VAT. We will cover topics such as: creating a VAT efficient environment; implications of non business and VAT exempt activities; and what if I get it wrong. In order to maximise the benefit of this workshop, there will also be time allocated for questions and group discussion – if you have a VAT question, come along and ask it.

Finances: planning and projecting with spreadsheets

This workshop will look at working through a series of worked budgets/planning/forecasting examples on Excel spreadsheets that can be used and applied to your own organisation.



1.30pm Workshops

Funding: making the most of the options available

A review of the funding options currently available and how you could work these into the goals you have for your social enterprise. This will be based around worked examples, starting with the "cheapest" options and then working along the range to the more "expensive" funding that is currently available.

Structure and Governance

Governance is the process of how an organisation is run and how decisions are made. It is crucial to the long term success of any organisation, and is an important consideration when choosing your legal structure. The workshop will cover the main legal structures used by social enterprises, the pros and cons of each, and the effect of the legal structure on your organisation's governance

2.45pm Workshops

Promote through Social Media

This very practical social media workshop will answer the following questions:

- What are the benefits of using social media for my business?
- What social media channels are suited to my business and my customers?
- What is a social media strategy and how do I write one?
- How can I ensure that my social media channels are regularly updated without spending too much time on them?
- What insights can I use to adjust my strategy and make sure I am doing it right?

Ongoing Support for your Social Enterprise

Just Enterprise is the Scottish Government's programme to assist Social Enterprises to start up, develop, grow and secure the support needed through the consortium of partner agencies all working together to help you. Brian will give an overview of how the programme can help at Start Up stage while Sally will discuss the overall programme, the partners involved, and how you can access this free support from Firstport, CEIS, Social Enterprise Academy and various other agencies as your social enterprise evolves.