



WCVA helps groups like yours! Why not join us?

Contact us

Call WCVA Helpdesk on 0800 2888 329
Email help@wcva.org.uk
Fax: 029 2043 1701
Minicom: 0808 180 4080



@walescva



www.facebook.com/walescva

WCVA helps groups like yours!

Why not join us?

What is WCVA?

Wales Council for Voluntary Action is the national umbrella organisation for the third sector in Wales, delivering a huge range of services for our members and the wider sector.

What we do

We aim to help our members by:

- Offering advice, information and support to charities, volunteers, voluntary organisations, community groups, social enterprises and trustees.
- Influencing decision-makers on behalf of our members and ensuring the sector's voice is heard.
- Awarding grants and loans (£39m in 2011-12) to thousands of groups like yours.
- Staging a wide range of training events and conferences - view details and book online at www.wcva.org.uk
- Celebrating the sector's achievements through our Wales Volunteer of the Year and Third Sector Awards Cymru schemes.



Our vision, mission and values

Our vision

We believe in a Wales where everyone is inspired to work together to improve their lives, their communities and their environment.

Our mission

We will provide excellent support, leadership and an influential voice for the third sector and volunteering in Wales.

Our values

People and communities work together through the third sector to address the issues they care about – in their own community or environment, or across the world.

We believe that a strong and active third sector:

- builds resilient, cohesive and inclusive communities
- gives people a stake in their future through their own actions and services
- creates a strong, healthy and fair society
- demonstrates the intrinsic value of volunteering and active community involvement

In our own work we are determined to demonstrate:

- **Diversity** – being accessible to all
- **Fairness** – being open and consistent
- **Integrity** – being honest, and upholding the independence of the third sector
- **Accountability** - being ethical, responsible and responsive
- **Partnership** – working with all those who help to achieve our vision
- **Sustainability** – making a positive impact on people, communities, and the planet and its resources

The Welsh third sector in numbers

The third sector in Wales is made up of:

- over 32,000 organisations and groups
- 1,500 national organisations
- 1,300 regional organisations
- at least 29,000 local groups or organisations
- 980,000 volunteers
- 230,000 trustee positions
- 51,000 paid employees – equivalent to 2.6 per cent of the Welsh workforce

What can we do for you?

We have over 3,000 members across Wales. There are all sorts of reasons why your group should be one of them. Here are just a few...

Get great value products and services

Access to a range of discounts on products and services, including telecommunications, insurance and utilities – for details of all these and more, see the pullout supplement.

All the information you need, when you need it

Our free, bilingual Helpdesk can signpost you to expert help and resources, provide contact details for support services in your area and offer information and guidance on issues from running meetings to managing volunteers.

Call **0800 2888 329** or email help@wcva.org.uk

WCVA's website, www.wcva.org.uk, features advice and guidance on volunteering, funding and governance; the chance to book online for our latest conferences, seminars and training courses; news and insight from around the sector and our range of downloadable e-publications - and lots more too!

Our fortnightly magazine, *Network Wales*, offers the latest news and opinion in-depth from around the Welsh third sector, delivered directly to your door.

You're also able to use our website to subscribe to a weekly electronic update, tailored to suit the subjects of interest to you.

Important conferences, invaluable insight

Each year, we stage a wide range of conferences and seminars across the whole of Wales, covering subjects as varied as volunteering, charity law and public service delivery. The information and networking opportunities on offer can be vital for groups like yours.

Our members receive discounts of up to 25 per cent on booking fees. For regular conference updates, [visit www.wcva.org.uk](http://www.wcva.org.uk)

Volunteering advice

We give advice on recruiting, training and supporting volunteers and we are the Wales delivery partner for the Investing in Volunteers quality standard. www.volunteering-wales.net lists the latest volunteering opportunities across the country. Through our Gwirvol and Millennium Volunteers programmes, WCVA actively promotes volunteering to young people.

Training that's relevant to you

We offer a regular programme of training courses on a range of subjects to help you to develop your skills and knowledge. Our trainers are experts in their field and have experience of working in the third sector. Our training takes place throughout Wales, and as a member you can save up to 20 per cent of the fee. A local group that sends just one volunteer, employee or trustee on a one day training course can recoup its annual membership fee (£30) through the discounted rate for members.

'Train the Trainer was an excellent course with some great examples of exercises and planning techniques which can be applied immediately.'

Carol Evans, VAMT

Vital information on fundraising

Our funding advice team provides information, training and support to help organisations achieve financial sustainability.

Our funding portal www.wcva.org.uk/funding offers a searchable database of UK funding opportunities, advice and support on raising funds and tips on how to diversify funding. It provides information on the various funding sources available to the third sector in Wales and the skills required to identify, access and manage these sources.



The Third Sector Awards Cymru celebrate the best of the sector. The awards are supported by Class Telecommunications.

Expert legal and governance guidance

Our Legal Services Officer is on hand to provide legal information or help members of the third sector community in Wales with governance issues that they might have, and can be contacted via WCVA's Helpdesk.

WCVA published *Faith and hope don't run charities (trustees do)*, a FREE guide for trustees on running charities and voluntary organisations. You can download it at www.wcva.org.uk.

'PAVS values the excellent service provided by the WCVA Legal Services Officer in helping to resolve disputes.'

Sue Leonard, Chief Officer, PAVS

Safeguarding information service and free access to criminal record checks

Our Criminal Records Unit can help voluntary organisations gain access to Disclosure and Barring Service checks for free. Operational since 2003, CRU is amongst the top 50 largest DBS Registered Bodies with a wealth of experience and one of the very few to offer an electronic application route (eBulk) alongside the usual paper forms. Our wider safeguarding service can support you with general safeguarding issues, legislative compliance and review your policies and procedures for working with vulnerable groups. Call us to find out more

08000 197 391

Wales Council for Voluntary Action, Baltic House,
Mount Stuart Square, Cardiff, CF10 5FH.
Registered charity number 218093/
Company Limited by Guarantee 425299/Registered in Wales.
May 2013

Influencing decision makers and achieving change

Ensuring the views of our members, and the wider sector, are represented is a vital part of our work. Our policy and campaigning work is authoritative and effective, partly because of the strength of our members' collective voice.

Wales' third sector scheme is unique in setting out a statutory relationship between the sector and government in Wales. As part of this we facilitate the sector's involvement in the Third Sector Partnership Council and the regular ministerial meetings allow sector representatives to meet with Wales' decision-makers and discuss the issues that matter to us.

We also hold regular policy events across Wales. These offer an opportunity for organisations to hear about new policies and practices that will affect them and have their say. The events cover a wide range of topics and are often used as a vehicle for consultation and engagement. We also offer training, advice and information on influencing to ensure that the sector is as effective as it can be in championing the issues that matter to those we work with.

Checklist – how can WCVA help you?

- Free grantfinder search
- Find a job on recruit3.org.uk
- Buy discounted goods and services
- Training opportunities
- Funding information
- Volunteering opportunities
- A nationwide conference programme
- The latest news and info
- Free criminal record checks
- Training room and videoconferencing hire
- Help with influencing government
- Sell your goods and services on 3to3.org.uk
- Payroll services
- Free legal and governance advice

Fantastic offers for WCVA members

Our Affinity Schemes programme allows our members to save money on a wide range of useful products and services.

Energy

Utility Aid helps charities by providing services that reduce their energy costs and help them become more energy efficient. Third sector groups can benefit from their wide range of services, including a free energy audit and installation of smart meters. Utility Aid also advise on all energy matters, including a bill validation service that checks your bills for anomalies. Utility Aid offer a unique Wholesale energy purchasing scheme.

All these services are available to WCVA members regardless of size.

Utility Aid has saved the organisations it works with over £4 million in energy costs in the last two years.

For more information, call **0808 178 2022** or visit www.utility-aid.co.uk or email apatterson@utility-aid.com

Computer software

As a leading supplier of software to the education and third sectors, Pugh Computers is pleased to offer WCVA members cutting edge software at discounted rates – including up to 80 per cent on Microsoft, 80 per cent on Adobe and 60 per cent on Symantec software.

Established in 1981, we focus exclusively on software and license provision, and boast considerable expertise in the complex subject of software licensing for charitable bodies and education establishments.

With our expertise, we advise customers of the most economical route to acquire software, and provide free pre- and post-sales telephone support; you can trust us for relevant, accurate, value-based advice for all your software needs.

Pugh Computers is an accredited Microsoft Partner, with Gold competency in Volume licensing, Adobe Certified Platinum Reseller, Sophos Gold Partner, Symantec Advanced SMB Specialist Partner, VMware Professional Partner, Veeam Silver Partner, and also accredited to the ISO 9001.

Please note if you are a WCVA member but not a registered charity then you won't be able to purchase Microsoft software at the discounted Academic pricing.

Contact us in English or Welsh as you prefer.
01974 200 217 · barry@pugh.co.uk
www.pugh.co.uk

Telecommunications

Class Telecommunications, the approved provider of telecom services for WCVA members, is helping hundreds of third sector organisations of all sizes to benefit from specially negotiated discounts on telephone calls, line rental, mobile phones, telephone systems, Internet access and VoIP services.

As a WCVA member you can benefit from the following services:

- Outbound calls* – discounted call charges without changing your BT lines or telephone system. No minimum spend commitment, just cheaper calls.
- BT Line Rental – save at least 15 per cent off your existing BT line rental fees. We can also arrange the connection of new lines.
- Mobile phones – free handsets with discounted line rental and call charges. You can also transfer your existing mobile phones and numbers onto our special packages.
- Broadband – high speed internet access. We'll find out whether you're in the right area and help you get connected.
- Special numbers – such as 0300 and 0800 freephone numbers.
- Telephone systems – a range of telephone systems to suit the size and needs of your organisation.
- VoIP services – hosted telephony solutions and SIP trunks.

* Find out how much you can save by requesting a FREE Savings Analysis.

For more information contact Class Telecommunications on **0800 652 3170**, email wcva@classtelecom.co.uk or visit www.classtelecom.co.uk

Trading

3to3.org.uk is the popular online store for the third sector to sell their goods and services to other sector members and the public. It's free for WCVA members to sell on 3to3, and the site is fully bilingual.

Visit www.3to3.org.uk to find out more.

Insurance

The Encompass Insurance policy is designed specifically for voluntary and community groups. The policy offers 24 hour access to professional legal advice and a wide range of benefits, and over 250 groups have taken advantage of it.

For advice and premium quotations phone Keegan & Pennykid free on **0800 731 8030** or fax **0800 731 8448**, email mail@keegan-pennykid.com or visit www.keegan-pennykid.com.

Recruitment

recruit3.org.uk is dedicated to finding talented and ambitious people to work in the charity and voluntary sector. At recruit3 you'll find all kinds of jobs, from senior management roles to fundraisers, carers, admin staff and beyond. Fully bilingual, it's the ideal third sector employment hub for both jobseekers and employers.

Contact Matthew Bates on **029 2019 6700**.

Promotions

WCVA members can receive a discount of 10 per cent on many items from Picture This, who offer promotional products, clothing, banners and signage, badges, exhibition displays, plaques, awards, leaflets/flyers/business cards and much more.

Contact Chris Kerry on chris@picturethisprinted.co.uk or **01407 812901** or visit <http://picturethisprinted.clickpromo.com> quoting 'WCVA' with any order made.

Property loan fund

Is your organisation interested in purchasing premises or refurbishing your current property? Unity Trust Bank has created a property loan fund that can provide loan finance from £250,000 to a maximum of £5 million exclusively for WCVA members. The fund is helping organisations develop an asset base, control their costs and work towards a more financially secure future. It is also providing opportunities for organisations to work together to develop shared premises.

To find out more, contact the **WCVA Helpdesk** on **0800 2888 329** or help@wcva.org.uk

Rooms

WCVA's offices have a range of different-sized venues for hire for conferences, meetings or training sessions, with significant discounts for members. Our state of the art videoconferencing facilities let you hold meetings with anyone, anywhere across the UK.

WCVA has offices in Cardiff Bay, Aberystwyth and Rhyl, and can offer a variety of rooms for hire at a range of great prices.

Email reception@wcva.org.uk or call **WCVA Helpdesk** on **0800 2888 329**.

Translation

WCVA members are entitled to a 10 per cent discount on any English to Welsh or Welsh to English translation from translation agency Cymen.

WCVA member organisations will be required to provide Cymen with their WCVA membership number in order to confirm their status, and to open a discount account.

Contact Cymen on **01286 674409**

www.cymen.co.uk or email cymen@cymen.co.uk

Vehicles

WCVA members can access substantially discounted rental costs on hire vehicles with Enterprise Rent-A-Car. Visit <http://tinyurl.com/7ynwjrt>, or contact Johanna Regan on **029 2066 3247** or johanna.m.regan@erac.com and quote ref number '5UC1507'.

Staff members will need proof of employment, a driver's licence and two proofs of addresses. A credit card deposit will also be required and the card must be in the driver's name.

Employment law advice

The Hugh James Employment and HR Services Group is offering WCVA members a bespoke employment law advisory service. Combining our legal expertise with a pragmatic approach to dealing with HR issues, the team delivers a high quality service.

The unique elements of the WCVA scheme include:

- Free HR health check
- 24 hour telephone and email advice service provided by specialist qualified lawyers
- English and Welsh service
- Significantly discounted rates
- Flexible options for payment including 'pay as you go', or fixed fees
- Regular updates and training
- Optional insurance to cover the risk of employment tribunal claims for peace of mind

Contact Emma Burns on **029 2013 1002** or emma.burns@hughjames.com

Application form

Before completing please refer to the guide to membership categories. Type or print clearly and complete all relevant sections of the application form.

Please include your governing document with this application form (for example your Constitution/Memorandum & Articles/Trust Deed, etc) if applying for National/Regional or Local membership.

Return the form to: WCVA Membership, 2 Science Park, Cefn Llan, Aberystwyth, Ceredigion SY23 3AH or by email to help@wcva.org.uk



Category applied to:

- National/Regional
- Local
- General
- Private
- Statutory
- E membership

Scope:

- National
- Regional
- Local

How did you find out about WCVA membership?

- Received information from WCVA
- From a colleague
- At an event
- Social media
- Other

Organisation name

Contact name

Address

County

Postcode

Telephone number

Email address for all membership communications

Website

Charitable status

Yes No Applied for

Registered charity number

Type of organisation

Aims and objectives/main areas of interest



Data Protection Statement

The information you have provided here, and other information you may provide us with in the future, will be used by WCVA for the administration of its membership scheme and additional services.

In addition to core membership communications, you may be contacted occasionally via direct mail, telephone, e-mail and other forms of electronic communication to inform you about new membership services, and WCVA's general events, products and services that may be of interest to our members. If you do not wish to receive this information, please tick here

We may disclose this information to other organisations to assist with activities that may benefit the voluntary sector generally (such as research). If you object to such disclosure, please tick here

We may disclose this information to our nominated suppliers and other organisations that provide products and services that may be of interest to our members. If you object to such disclosure, please tick here

Signed by the contact person

Date

Print name

For WCVA use only
Presented to WCVA board

Who can join, and what are the membership categories?

Voluntary organisations, public organisations, private companies and individuals can become members. Fees start at just £30 a year and details of which category you should apply to are given below.

National/Regional membership: £60

The following groups are eligible to apply for National/Regional membership:

- National voluntary organisations
- Regional voluntary organisations (more than one local authority area)
- Umbrella voluntary organisations
- Any voluntary organisation not represented at these levels

Membership is occasionally granted to those organisations which the board considers to be an important development in Wales. Any organisation not eligible to apply for National/Regional membership, or a sub office of an organisation already a National/Regional member, will be able to apply for Local or General membership. National/Regional members have voting rights and are eligible to make nominations to the WCVA board.

Local membership: £30

Local membership of WCVA is open to:

- Local voluntary organisations (one local authority or smaller)
- Branches of national voluntary organisations who support WCVA's work of promoting voluntary action in Wales

A Local member has access to all of WCVA's services in the same way that a National/Regional member has apart from voting rights in WCVA elections.

General membership: £30

- General membership of WCVA is open to individuals (excluding those people who meet the criteria for private membership), and other not-for-profit organisations who support WCVA's work, and would like to benefit from its services.
- A General member has access to most services and benefits, but does not have voting rights in WCVA elections.

*All fees include VAT

Private membership: £100

Private membership of WCVA is open to:

- Organisations and individuals working for gain in the third sector, eg, management consultants, trainers etc who support the work of promoting voluntary action in Wales.

A Private member has access to most services and benefits, but does not have voting rights in WCVA elections.

Statutory member: £70

Statutory membership of WCVA is open to:

- Organisations established by statute who support WCVA's work of promoting voluntary action in Wales.

A Statutory member has access to most services and benefits, but does not have voting rights in WCVA elections.

E member: Free

E-membership is for smaller voluntary and community groups and their trustees. A valid email address is required as all information will be sent electronically. E members do not have access to the same benefits and resources offered to paying members such as discounts on training and conference fees. E members have no voting rights in WCVA elections.



Mae WCVA yn helpu grwpiau
fel eich grŵp chi!
Beth am ymuno â ni?

Cysylltwch â ni

Ffoniwch Lein Gymorth WCVA ar 0800 2888 329

E-bost help@wcva.org.uk

Ffacs: 029 2043 1701

Minicom: 0808 180 4080



@walescva



www.facebook.com/walescva

Mae WCVA yn helpu grwpiau fel eich grŵp chi!

Beth am ymuno â ni?

Beth yw WCVA?

Cyngor Gweithredu Gwirfoddol Cymru yw'r mudiad ymbarél cenedlaethol i'r trydydd sector yng Nghymru, sy'n darparu ystod enfawr o wasanaethau i'n haelodau a'r sector ehangach.

Beth rydyn ni'n ei wneud

Anelwn at helpu ein haelodau drwy'r canlynol:

- Cynnig cyngor, gwybodaeth, a chymorth i elusennau, gwirfoddolwyr, mudiadau gwirfoddol, grwpiau cymunedol, mentrau cymdeithasol ac ymddiriedolwyr.
- Dylanwadu ar benderfynwyr ar ran ein haelodau a sicrhau bod llais y sector yn cael ei glywed.



- Dyfarnu grantiau a benthyciadau (£39m yn 2011-12) i filoedd o grwpiau fel eich grŵp chi.
- Llwyfannu ystod eang o ddigwyddiadau hyfforddi a chynadleddau - gallwch weld y manylion ac archebu arlein ar www.wcva.org.uk.
- Dathlu cyflawniadau'r sector drwy'n cynlluniau Gwirfoddolwr y Flwyddyn Cymru a Gwobrau Trydydd Sector Cymru.

Gweledigaeth, cenhadaeth a gwerthoedd

Ein gweledigaeth

Cymru lle mae pawb yn cael ei ysbrydoli i gydweithio er mwyn gwella eu bywydau, eu cymunedau a'u hamgylchedd.

Ein cenhadaeth

Darparu cymorth ac arweinyddiaeth ardderchog, a llais dylanwadol i'r trydydd sector a gwirfoddoli yng Nghymru.

Ein gwerthoedd

Pobl a chymunedau yn cydweithio drwy'r trydydd sector i fynd i'r afael â'r materion sydd o bwys iddyn nhw - yn eu cymuned neu eu hamgylchedd, neu ar draws y byd.

Credwn fod trydydd sector cryf a gweithgar yn:

- meithrin cymunedau cadarn, cydlynus a chynhwysol
- rhoi rhan i bobl yn eu dyfodol trwy eu gweithredoedd a'u gwasanaethau eu hunain
- creu cymdeithas gref, iach a theg
- arddangos gwerth gwirfoddoli a chynnwys y gymuned

Yn ein gwaith ein hunain, rydym yn benderfynol o arddangos:

- *Amrywiaeth* – bod yn hygyrch i bawb
- *Tegwch* – bod yn agored ac yn gyson
- *Uniondeb* – bod yn onest, a chynnal annibyniaeth y trydydd sector
- *Atebolrwydd* - bod yn foesegol, yn gyfrifol ac yn ymatebol
- *Partneriaeth* – gweithio gyda phawb sy'n helpu i gyrraedd ein gweledigaeth
- *Cynaliadwyedd* – cael effaith positif ar bobl, cymunedau a'r blaned a'i hadnoddau

Trydydd sector Cymru mewn rhifau

Mae'r trydydd sector yng Nghymru'n cynnwys:

- dros 32,000 o gymdeithasau a grwpiau
- 1,500 o gymdeithasau cenedlaethol
- 1,300 o gymdeithasau rhanbarthol
- o leiaf 29,000 o grwpiau neu gymdeithasau lleol
- 980,000 o wirfoddolwyr
- 230,000 o swyddi ymddiriedolwyr
- 51,000 o gyflogeion sy'n cael tâl – sy'n gyfwerth â 2.6 y cant o weithlu Cymru

Beth allwn ei wneud i chi?

Mae gennym dros 3,000 o aelodau ledled Cymru. Mae pob math o resymau pam ddylai'ch grŵp chi fod yn un ohonynt. Dyma rai ohonynt...

Cynnyrch a gwasanaethau gwerthfawr

Cewch amrywiaeth o ddisgowntiau ar gynnyrch a gwasanaethau, gan gynnwys telathrebu, yswiriant a chyfleustodau – am fanylion hyn oll a mwy, darllenwch yr atodiad i'w dynnu allan.

Yr holl wybodaeth sydd ei hangen arnoch, pan fydd ei hangen arnoch

Gall ein Lein Gymorth ddwyieithog, am ddim eich cyfeirio at adnoddau a chymorth arbenigol, darparu manylion cyswllt i wasanaethau cefnogi yn eich ardal chi a chynnig gwybodaeth ac arweiniad ar bethau o gynnal cyfarfodydd i reoli gwirfoddolwyr.

Ffoniwch **0800 2888 329** neu anfonwch e-bost i help@wcva.org.uk

Mae gwefan WCVA, www.wcva.org.uk, yn darparu cyngor ac arweiniad ar wirfoddoli, cyllid a llywodraethu; y cyfle i gadw'ch lle arlein ar gyfer ein cynadleddau, ein seminarau a'n cyrsiau hyfforddi diweddaraf; newyddion o'r sector drwyddo draw a'n hamrywiaeth o e-gyhoeddiadau y gellir eu lawrlwytho – a llawer mwy hefyd!

Mae *Rhwydwaith Cymru*, ein cylchgrawn pob pythefnos, yn cynnig y farn a'r newyddion diweddaraf mewn manylder o bob rhan o drydydd sector Cymru, wedi'i ddsbarthu'n syth i'ch drws.

Gallwch hefyd ddefnyddio ein gwefan i danysgrifio i ddiweddariad electronig wythnosol, wedi'i deilwra i weddu i'ch diddordebau chi.

Cynadleddau pwysig, gwybodaeth amhrisiadwy

Bob blwyddyn, rydym yn llwyfannu ystod eang o gynadleddau a gwasanaethau ledled Cymru, sy'n ymdrin â phynciau mor amrywiol â gwirfoddoli, cyfraith elusennau a darparu gwasanaethau cyhoeddus. Gall y cyfleoedd rhwydweithio a gwybodaeth sydd ar gael fod yn hanfodol i grwpiau fel eich grŵp chi.

Mae'n haelodau'n cael disgowntiau hyd at 25 y cant ar ffioedd. I gael gwybod yn rheolaidd am y cynadleddau diweddaraf, ewch i www.wcva.org.uk

Cyngor ar wirfoddoli

Rhown gyngor ar recriwtio, hyfforddi a chefnogi gwirfoddolwyr a ni yw partner cyflenwi Cymru ar gyfer safon ansawdd Buddsoddi mewn Gwirfoddolwyr. Mae www.gwirfoddolicymru.net yn rhestru'r cyfleoedd gwirfoddoli diweddaraf ledled y wlad. Drwy'n rhaglenni Gwirvol a Gwirfoddolwyr y Mileniwm, mae WCVA wrthi'n hyrwyddo gwirfoddoli i bobl ifanc.

Hyfforddiant sy'n berthnasol i chi

Cynigiwn raglen reolaidd o gyrsiau hyfforddi ar amrywiaeth o bynciau i'ch helpu i ddatblygu'ch sgiliau a'ch gwybodaeth. Mae'n hyfforddwyr yn arbenigwyr yn eu maes ac mae ganddynt brofiad o weithio yn y trydydd sector.

'Roedd Hyfforddi'r Hyfforddwr yn gwrs ardderchog a chanddo enghreifftiau gwych o ymarferion a thechnegau cynllunio y gellir eu cymhwyso ar unwaith.'

Carol Evans, VAMT

Mae'n hyfforddiant yn digwydd ledled Cymru, ac os ydych yn aelod gallwch gael hyd at 20 y cant oddi ar y ffi. Gall grŵp lleol sy'n anfon dim ond un gwirfoddolwr, gweithiwr neu ymddiriedolwr i gwrs hyfforddi undydd adennill ei ffi aelodaeth flynyddol (£30) drwy'r gostyngiad i aelodau.

Gwybodaeth hanfodol am godi arian

Mae'n tîm cyngor cyllid yn rhoi gwybodaeth, hyfforddiant a chymorth i helpu cymdeithasau i gyflawni cynaliadwyedd ariannol.

Mae'n porthol cyllid www.wcva.org.uk/funding yn cynnig cronfa ddata y gellir ei chwilio am gyfleoedd cyllid yn y DU, cyngor a chymorth ar godi arian a syniadau ar sut i arallgyfeirio cyllid. Darperir gwybodaeth am y ffynonellau cyllid amrywiol sydd ar gael i'r trydydd sector yng Nghymru a'r sgiliau sy'n ofynnol i nodi, cyrchu a rheoli'r ffynonellau hyn.



Gwobrau Trydydd Sector Cymru yn dathlu'r gorau o'r sector. Cefnogir y gwobrau gan Class Telecommunications.

Arweiniad cyfreithiol a llywodraethu arbenigol

Mae'n Swyddog Gwasanaethau Cyfreithiol wrth law i ddarparu gwybodaeth gyfreithiol neu helpu aelodau o gymuned y trydydd sector yng Nghymru gyda'u materion llywodraethu, a gellir cysylltu â'r Swyddog drwy Lein Gymorth WCVA.

Cyhoeddodd WCVA *Adeiladu ar graig nid ar dywod*, sef canllaw AM DDIM i ymddiriedolwyr ar weithredu elusennau a mudiadau gwirfoddol. Gallwch ei lawrlwytho oddi ar www.wcva.org.uk.

'Mae PAVS yn gwerthfawrogi'r gwasanaeth rhagorol a ddarperir gan Swyddog Gwasanaethau Cyfreithiol WCVA i helpu i ddatrys anghydfodau.'
Sue Leonard, Prif Swyddog, PAVS

Gwasanaeth gwybodaeth diogelu a mynediad am ddim at wiriadau cofnodion troseddol

Gall ein Huned Cofnodion Troseddol helpu mudiadau gwirfoddol i gael mynediad at wiriadau'r Gwasanaeth Datgelu a Gwahardd (DBS) am ddim. A hithau ar waith ers 2003, mae'r Uned Cofnodion Troseddol ymhlith 50 Corff Cofrestredig mwyaf y DBS, gyda phrofiad helaeth ac mae ymhlith yr ychydig iawn sy'n cynnig llwybr ymgeisio electronig (eBulk) ynghyd â'r ffurflenni papur arferol. Gall ein gwasanaeth diogelu ehangach eich cynorthwyo gyda materion cyffredinol yn ymwneud â diogelu, cydymffurfio â'r gyfraith ac adolygu eich polisïau a'ch gweithdrefnau ar gyfer gweithio gyda grwpiau sy'n agored i niwed. Ffoniwch ni i gael gwybod rhagor ar **08000 197 391**.

Cyngor Gweithredu Gwirfoddol Cymru, Tŷ Baltig, Sgwâr Mount Stuart, Caerdydd, CF10 5FH.

Rhif cofrestru'r elusen 218093/Cwmni Cyfyngedig dan Warant 425299/Cofrestrwyd yng Nghymru.

Mai 2013

Dylanwadu ar benderfynwyr ac achosi newid

Mae sicrhau bod barn ein haelodau, a'r sector ehangach, yn cael ei chynrychioli yn rhan hanfodol o'n gwaith. Mae'n gwaith polisi ac ymgyrchu yn awdurdodol ac yn effeithiol, a hynny'n rhannol oherwydd cryfder llais cyfunol ein haelodau.

Mae cynllun trydydd sector Cymru'n unigryw o ran magu perthynas statudol rhwng y sector a'r llywodraeth yng Nghymru. Yn rhan o hyn, hwyluswn ran y sector yng Nghyngor Partneriaeth y Trydydd Sector ac mae'r cyfarfodydd gweinidogol rheolaidd yn galluogi cynrychiolwyr y sector i gyfarfod â phenderfynwyr Cymru a thrafod y pethau sydd o bwys i ni.

Cynhaliwn hefyd ddiwyddiadau polisi rheolaidd ledled Cymru. Mae'r rhain yn gyfle i gymdeithasau glywed am bolisïau a gweithdrefnau newydd a fydd yn effeithio arnynt a chael dweud eu dweud. Yn y digwyddiadau, ymdrinnir ag ystod eang o bynciau ac fe'u defnyddir yn aml yn gyfrwng ymgynghori ac ymgysylltu. Cynigiwn hefyd hyfforddiant, cyngor a gwybodaeth am ddylanwadu i sicrhau bod y sector mor effeithiol â phosibl yn hyrwyddo'r materion sy'n bwysig i'r rheini y gweithiwn gyda hwy.

Rhestr wirio – sut all WCVA eich helpu chi?

- Chwilio am ddim ar grantfinder
- Dod o hyd i swydd ar recriwt3.org.uk
- Prynu nwyddau a gwasanaethau gyda gostyngiad
- Cyfleoedd hyfforddiant
- Gwybodaeth am godi arian
- Cyfleoedd gwirfoddoli
- Rhaglen genedlaethol o gynadleddau
- Y newyddion a'r wybodaeth ddiweddaraf
- Gwiriadau cofnodion troseddol am ddim
- Llogi ystafell hyfforddi a fideo-gynadledda
- Cymorth yn dylanwadu ar y llywodraeth
- Gwerthu'ch nwyddau a'ch gwasanaethau ar 3i3.org.uk
- Gwasanaethau cyflogres
- Cyngor cyfreithiol a llywodraethu am ddim

Cynigion rhagorol i aelodau WCVA

Mae ein rhaglen Cynlluniau Cyswllt yn galluogi ein haelodau i arbed arian ar ystod eang o gynnyrch a gwasanaethau defnyddiol.

Ynni

Mae Utility Aid yn cynorthwyo elusennau drwy ddarparu gwasanaethau sy'n lleihau eu costau ynni ac yn eu helpu i fod yn fwy effeithlon wrth ddefnyddio ynni. Gall grwpiau'r trydydd sector elwa o'u hystod eang o wasanaethau, gan gynnwys archwiliad ynni am ddim a gosod mesuryddion deallus. Mae Utility Aid hefyd yn rhoi cyngor ar bopeth yn ymwneud ag ynni, gan gynnwys gwasanaeth dilysu biliau sy'n gwirio'ch biliau am anomaledau. Cynigia Utility Aid gynllun prynu ynni cyfanwerth unigryw.

Mae'r holl wasanaethau hyn ar gael i aelodau WCVA beth bynnag yw eu maint.

Mae Utility Aid wedi arbed £4 miliwn mewn costau ynni i'r mudiadau mae'n gweithio gyda nhw yn y ddwy flynedd diwethaf.

I gael mwy o wybodaeth, ffoniwch **0808 178 2022** neu ewch i www.utility-aid.co.uk neu anfonwch ebost i apatterson@utility-aid.com

Meddalwedd cyfrifiadurol

Fel cyflenwr blaenllaw o feddalwedd i'r sector addysg a'r trydydd sector, mae'n dda gan Pugh Computers gynnig meddalwedd blaengar i aelodau WCVA am gyfraddau disgownt – gan gynnwys hyd at 80 y cant ar feddalwedd Microsoft, 80 y cant ar Adobe a 60 y cant ar Symantec.

Cawsom ein sefydlu yn 1981, gan ganolbwyntio'n llwyr ar ddarparu meddalwedd a thrwyddedau, ac mae gennym arbenigedd sylweddol ym maes cymhleth trwyddedu meddalwedd ar gyfer cyrff elusennol a sefydliadau addysg.

Gan ddefnyddio ein harbenigedd, rydym yn cynghori cwsmeriaid ar y ffordd fwyaf economaidd o gael meddalwedd, ac yn darparu cymorth rhad ac am ddim dros y ffôn cyn ac ar ôl gwerthu; gallwch ddibynnu arnom i gael cyngor perthnasol, manwl gywir, yn seiliedig ar werth ar gyfer eich holl anghenion yn ymwneud â meddalwedd.

Mae Pugh Computers yn Bartner Microsoft achrededig, gyda chymhwyster Aur mewn trwyddedu Cyfrol, yn Ailwerthwr Platinwm Ardystiedig Adobe, yn Bartner Aur Sophos, yn Bartner Arbenigol Symantec Advanced SMB, yn Bartner Proffesiynol VMware, yn Bartner Arian Veeam, a hefyd wedi'i achredu i ISO 9001.

Sylwer: os ydych yn aelod o WCVA ond ddim yn elusen gofrestredig yna ni allwch brynu meddalwedd Microsoft am y prisiau Academic gostyngedig.

Cysylltwch yn Gymraeg neu'n Saesneg fel y dymunwch. **01974 200 217**
barry@pugh.co.uk · www.pugh.co.uk

Cyfathrebu

Mae Class Telecommunications, y darparwr gwasanaethau telathrebu cymeradwy i aelodau WCVA, yn helpu cannoedd o fudiadau'r trydydd sector o bob maint i elwa o ostyngiadau a drefnwyd yn arbennig ar alwadau ffôn, rhentu llinell, ffonau symudol, systemau ffôn, mynediad at y rhyngwyd a gwasanaethau VoIP.

Gall aelodau WCVA elwa o'r gwasanaethau canlynol:

- Galwadau* - gostyngiad ar gostau ffonio heb newid eich llinellau BT na'ch system ffôn. Does dim angen ymrwymo i wario hyn a hyn, dim ond galwadau rhatach.
 - Rhentu Llinell BT – arbed o leiaf 15 y cant oddi ar eich ffioedd rhentu llinell BT presennol. Gallwn hefyd drefnu cysylltu llinellau newydd.
 - Ffonau symudol – setiau llaw am ddim gyda gostyngiad ar rentu llinell a chostau ffonio. Gallwch hefyd drosglwyddo'ch ffonau symudol a'ch rhifau presennol i'n pecynnau arbennig.
 - Band eang – mynediad cyflym at y rhyngwyd. Byddwn yn darganfod a ydych yn yr ardal gywir ac yn eich helpu i gysylltu.
 - Rhifau arbennig – megis rhifau rhadffôn 0300 a 0800.
 - Systemau ffôn – amrywiaeth o systemau ffôn i weddu i faint ac anghenion eich mudiad.
 - Gwasanaethau VoIP – atebion teleffoni lletyol ac uwch wasanaeth SIP.
- * Darganfyddwch faint y gallwch chi ei arbed drwy ofyn am Ddadansoddiad Arbedion AM DDIM.

I gael mwy o wybodaeth, cysylltwch â Class Telecommunications ar **0800 652 3170**, anfonwch ebost i wcva@classtelecom.co.uk neu ewch i www.classtelecom.co.uk

Masnachu

3i3.org.uk yw'r siop arlein boblogaidd i fudiadau'r trydydd sector werthu eu nwyddau a'u gwasanaethau i aelodau eraill o'r sector a'r cyhoedd. Gall aelodau WCVA hysbysebu am ddim ar 3i3, ac mae'r wefan yn ddwyieithog drwyddi draw.

Ewch i www.3i3.org.uk i gael gwybod mwy.

Yswiriant

Mae polisi Encompass Insurance wedi'i ddylunio'n benodol ar gyfer grwpiau gwirfoddol a chymunedol.

Cynigia'r polisi fynediad 24 awr at gyngor cyfreithiol proffesiynol ac ystod eang o fuddion, ac mae dros 250 o grwpiau wedi manteisio arno.

I gael cyngor a dyfynbrisiau premiwm, ffoniwch Keegan & Pennykid am ddim ar **0800 731 8030** neu anfonwch neges ffacs i **0800 731 8448**, ebostiwch mail@keegan-pennykid.com neu ewch i www.keegan-pennykid.com

Recriwtio

Mae recriwt3.org.uk yn gweithio i ddarganfod pobl dalentog ac uchelgeisiol i weithio yn y sector elusennol a gwirfoddol. Ar recriwt3 fe welwch bob math o swyddi, o swyddi uwch reolwyr i godwyr arian, gofalwyr, staff gweinyddol a mwy. Mae'n hollol ddwyieithog ac yn ganolbwynt delfrydol o ran cyflogaeth yn y trydydd sector ar gyfer y rheini sy'n chwilio am waith ac ar gyfer cyflogwyr.

Cysylltwch â Matthew Bates ar 029 2019 6700.

Cyhoeddusrwydd

Gall aelodau WCVA gael gostyngiad 10 y cant oddi ar lawer o eitemau gan Picture This, sy'n cynnig deunydd hyrwyddo megis dillad, baneri, arwyddion, bathodynau, arddangosfeydd, placiau, gwobrau, pamffledi/taflenni/cardiau busnes a llawer mwy.

Cysylltwch â Chris Kerry ar chris@picturethisprinted.co.uk neu **01407 812901** neu ewch i <http://picturethisprinted.clickpromo.com> gan ddyfynnu 'WCVA' wrth wneud archeb.

Cronfa fenthyciadau eiddo

A yw'ch mudiad chi'n ystyried prynu eiddo newydd neu adnewyddu'ch eiddo presennol? Mae Banc Unity Trust wedi creu cronfa fenthyciadau eiddo a all ddarparu benthyciad rhwng £250,000 ac uchafswm o £5 miliwn yn arbennig ar gyfer aelodau WCVA. Mae'r gronfa'n cynorthwyo mudiadau i ddatblygu sylfaen asedau, rheoli eu costau a gweithio tuag at ddyfodol mwy ariannol sicr. Mae'r gronfa hefyd yn darparu cyfleoedd i fudiadau gydweithio i ddatblygu eiddo a rennir.

I gael gwybod mwy, cysylltwch â Lein Gymorth WCVA drwy ffonio 0800 2888 329 neu ebostio help@wcva.org.uk

Cyngor Gweithredu Gwirfoddol Cymru Prif Swyddfa:
Tŷ Baltig, Sgwar Mount Stuart, Caerdydd CF10 5FH
Elusen gofrestrdig rhif 218093 Cwmni Cyfyngedig drwy Warant 425299
Mai 2013

Ystafelloedd

Mae gan swyddfeydd WCVA amrywiaeth o ystafelloedd o wahanol faint i'w llogi ar gyfer cynadleddau, cyfarfodydd neu sesiynau hyfforddi, gyda gostyngiadau sylweddol i aelodau. Mae ein cyfleusterau fideogynadleda yn golygu y gallwch gynnal cyfarfod gydag unrhyw un, yn unrhyw le ledled y DU.

Mae gan WCVA swyddfeydd ym Mae Caerdydd, Aberystwyth a'r Rhyl, a gall gynnig amrywiaeth o ystafelloedd i'w llogi am ystod o brisiau gwyth.

Ebostiwch reception@wcva.org.uk neu ffoniwch Lein Gymorth WCVA ar 0800 2888 329.

Cyfieithu

Gall aelodau WCVA gael gostyngiad 10 y cant oddi ar unrhyw waith cyfieithu o'r Gymraeg i'r Saesneg, neu o'r Saesneg i'r Gymraeg gan y cwmni cyfieithu Cymen.

Bydd gofyn i fudiadau sy'n aelodau o WCVA ddarparu eu rhif aelodaeth WCVA ar gyfer Cymen er mwyn cadarnhau eu statws, ac agor cyfrif â gostyngiad.

Cysylltwch â Cymen ar 01286 674409, ewch i www.cymen.co.uk neu anfonwch ebost i cymen@cymen.co.uk.

Cerbydau

Gall aelodau WCVA gael gostyngiadau sylweddol ar gostau llogi cerbydau gyda Enterprise Rent-A-Car. Ewch i <http://tinyurl.com/7ynwjrt>, neu cysylltwch â Johanna Regan ar **029 2066 3247** neu johanna.m.regan@erac.com a dyfynnwch y cyfeirnod '5UC1507'.

Fe fydd ar aelodau o staff angen prawf o'u cyflogaeth, trwydded yrru a dau brawf o'u cyfeiriad. Fe fydd hefyd angen blaendal cerdyn credyd a rhaid i'r cerdyn fod yn enw'r gyrrwr.

Cyngor ar gyfraith cyflogaeth

Mae Grŵp Gwasanaethau Cyflogaeth ac Adnoddau Dynol Hugh James yn cynnig gwasanaeth cynghori ar gyfraith cyflogaeth wedi'i deilwra i aelodau WCVA. Gan gyfuno ein harbenigedd cyfreithiol â ffordd bragmatig o ddelio gyda materion Adnoddau Dynol, mae'r tîm yn cynnig gwasanaeth o safon.

Ymysg elfennau unigryw'r cynllun gyda WCVA y mae:

- Gwiriad iechyd Adnoddau Dynol am ddim
- Gwasanaeth cynghori 24 awr dros y ffôn ac ebost a ddarperir gan gyfreithwyr cymwys arbenigol
- Gwasanaeth Cymraeg a Saesneg
- Cyfraddau wedi'u gostwng yn sylweddol
- Opsiynau talu hyblyg gan gynnwys 'talw wrth fynd', neu ffioedd sefydlog
- Diweddariadau a hyfforddiant rheolaidd
- Yswiriant dewisol i ddiogelu rhag hawliadau tribiwnlys cyflogaeth er tawelwch meddwl

Cysylltwch ag Emma Burns ar 029 2013 1002 neu emma.burns@hughjames.com

Ffurflen gais

Cyn cwblhau'r isod darllenwch yr arweiniad i categorïau aelodaeth. Teipiwch neu ysgrifennwch mewn llythrennau bras wrth lenwi holl adrannau perthnasol y ffurflen gais.

Mae angen i chi gynnwys eich dogfen lywodraethu gyda'r ffurflen gais hon (er enghraifft, eich Cyfansoddiad/Memorandwm ac Erthyglau/Dogfen Ymddiriedolaeth, ayyb) os ydych yn gwneud cais am aelodaeth Genedlaethol/Rhanbarthol neu Leol.

Dychwelwch y ffurflen at: Aelodaeth WCVA, 2, Y Parc Gwyddoniaeth, Cefn Llan, Aberystwyth, Ceredigion SY23 3AH neu ar ebost i help@wcva.org.uk



Categori y gwneir cais amdano:

- Cenedlaethol/Rhanbarthol
- Lleol
- Cyffredinol
- Preifat
- Statudol
- E-aelodaeth

Sgôp:

- Cenedlaethol
- Rhanbarthol
- Lleol

Sut clywsoch chi am aelodaeth WCVA?

- Wedi cael gwybodaeth gan WCVA
- Gan gydweithiwr
- Mewn digwyddiad
- Cyfyngau cymdeithasol
- Arall

Enw'r mudiad

Enw cyswllt

Cyfeiriad

Sir

Cod Post

Rhif ffôn

Cyfeiriad e-bost ar gyfer gohebiaeth aelodaeth

Gwefan

Statws elusenol

Oes Nac oes Wrthi'n gwneud cais

Rhif cofrestru'r elusen

Math o fudiad

Nodau ac amcanion / prif feysydd diddordeb



Datganiad Diogelu Data

Bydd yr wybodaeth rydych chi wedi'i rhoi yma, a gwybodaeth arall y gallwch ei rhoi i ni yn y dyfodol, yn cael ei defnyddio gan WCVA ar gyfer gweinyddu ei gynllun aelodaeth a gwasanaethau ychwanegol.

Yn ogystal â gohebiaeth aelodaeth graidd, efallai y cysylltir â chi'n uniongyrchol o bryd i'w gilydd drwy bost, dros y ffôn, e-bost a mathau eraill o gyfathrebu electronig er mwyn rhoi gwybod i chi am wasanaethau newydd i aelodau, a digwyddiadau, cynnyrch a gwasanaethau cyffredinol WCVA a allai fod o ddiddordeb i'n haelodau. Os nad oes arnoch chi eisiau'r wybodaeth hon, ticiwch yma

Efallai y byddwn hefyd yn datgelu'r wybodaeth hon i fudiadau eraill er mwyn helpu gyda gweithgareddau a all fod o fudd i'r sector gwirfoddol yn gyffredinol (megis ymchwil). Os ydych chi'n gwrthwynebu datgeliad o'r fath, ticiwch yma

Efallai y byddwn yn datgelu'r wybodaeth hon i'n cyflenwyr a enwebwyd a mudiadau eraill sy'n darparu cynnyrch a gwasanaethau a allai fod o ddiddordeb i'n haelodau. Os ydych chi'n gwrthwynebu datgeliad o'r fath, ticiwch yma

Llofnod yr unigolyn cyswllt

Dyddiad

Printiwch eich enw

At ddefnydd WCVA
Cyflwynwyd i Fwrdd WCVA

Pwy all ymuno a beth yw'r categorïau aelodaeth?

Caiff mudiadau gwirfoddol, sefydliadau cyhoeddus, cwmnïau preifat ac unigolion ymaelodi. Mae'r ffioedd yn dechrau ar ddim ond £30 y flwyddyn ac mae manylion pa gategori y dylech chi wneud cais amdano ar gael isod.

Aelodaeth Genedlaethol/Rhanbarthol: £60

Mae'r grwpiau canlynol yn gymwys i wneud cais i fod yn aelodau Cenedlaethol/Rhanbarthol:

- Mudiadau gwirfoddol cenedlaethol
- Mudiadau gwirfoddol rhanbarthol (dalgyllch mwy nag un awdurdod lleol)
- Mudiadau gwirfoddol ymbarél
- Unrhyw fudiad gwirfoddol sydd heb ei gynrychioli ar y lefelau hyn

O bryd i'w gilydd caniateir i'r mudiadau hynny y mae'r bwrdd yn eu hystyried fel datblygiad o bwys yng Nghymru ymaelodi. Bydd unrhyw fudiad nad yw'n gymwys i wneud cais i fod yn aelod Cenedlaethol/Rhanbarthol neu sy'n is-swyddfa i fudiad sydd eisoes yn aelod Cenedlaethol/Rhanbarthol, yn gallu gwneud cais i fod yn aelod Lleol neu Gyffredinol. Mae gan aelodau Cenedlaethol/ Rhanbarthol hawliau pleidleisio ac maent yn gymwys i wneud enwebiadau i fwrdd WCVA.

Aelodaeth Leol £30

Mae aelodaeth leol WCVA yn agored i:

- Fudiadau gwirfoddol lleol (un awdurdod lleol neu lai)
- Canghennau mudiadau gwirfoddol cenedlaethol sy'n cefnogi gwaith WCVA o hyrwyddo gweithredu gwirfoddol yng Nghymru.

Gall aelodau Lleol fanteisio ar holl wasanaethau WCVA yn yr un modd ag aelodau Cenedlaethol/ Rhanbarthol ac eithrio hawliau pleidleisio yn etholiadau WCVA.

Aelodaeth Gyffredinol £30

- Mae aelodaeth gyffredinol WCVA yn agored i unigolion (nad ydynt yn gymwys i fod yn aelodau preifat), a mudiadau di-elw eraill sy'n cefnogi gwaith WCVA, ac a hoffai elwa o'i wasanaethau.
- Mae gan aelodau Cyffredinol fynediad at y rhan fwyaf o'r gwasanaethau a'r buddiannau, ond nid oes ganddynt hawl i bleidleisio yn etholiadau WCVA.

*Mae ffioedd yn cynnwys TAW

Aelodaeth Breifat £100

Mae aelodaeth breifat WCVA yn agored i:

- Fudiadau ac unigolion sy'n gweithio er lles y trydydd sector, ee, ymgynghorwyr rheoli, hyfforddwyr ayb sy'n cefnogi'r gwaith o hyrwyddo gweithredu gwirfoddol yng Nghymru.

Mae gan aelodau Preifat fynediad at y rhan fwyaf o'r gwasanaethau a'r buddiannau, ond nid oes ganddynt hawl i bleidleisio yn etholiadau WCVA.

Aelodaeth Statudol £70

Mae aelodaeth Statudol WCVA yn agored i:

- Fudiadau a sefydlwyd drwy statud sy'n cefnogi gwaith WCVA o hyrwyddo gweithredu gwirfoddol yng Nghymru.

Mae gan aelodau Statudol fynediad at y rhan fwyaf o'r gwasanaethau a'r buddiannau, ond nid oes ganddynt hawl i bleidleisio yn etholiadau

E-aelodaeth am ddim

Mae e-aelodaeth ar gyfer grwpiau gwirfoddol a chymunedol bychain a'u hymddiriedolwyr. Mae'n rhaid cael cyfeiriad e-bost dilys, oherwydd bydd yr holl wybodaeth yn cael ei ddanfôn yn electronig. Nid yw e-aelodau yn derbyn yr un buddiannau a gwasanaethau a gynigir i aelodau sy'n talu. Nid oes gan e-aelodau hawliau pleidleisio yn etholiadau WCVA.