

Recovering All Costs – Full Cost Recovery

Thursday 26th February 2009

East End Community Centre, Heaton Park Road, Newcastle

9.15am Refreshments and Networking

9.30am-4.00pm Workshop

East End Community Development Alliance is offering this training **free** to members.

‘Full cost recovery’ is the idea of fundraising for all the costs of your organisation, including the direct costs of projects and all overheads. This one day workshop will help you understand the concept of full cost recovery and how you can apply full cost recovery methods to cost projects and services on an accurate, justifiable and sustainable basis. This workshop is suitable for all those who manage and fundraise for projects and/or have to put together budgets to apply for funding and contracts.

Workshop Objectives – by the end of this session you will:

- ✓ Understand the concept of full cost recovery
- ✓ Be able to differentiate between overhead (core) and project direct costs
- ✓ Be able to differentiate between capital and revenue costs
- ✓ Be able to differentiate between a budget and a cash flow
- ✓ Use budgets as a measuring tool
- ✓ Use budgets as a basis for calculating full cost recovery
- ✓ Apply the key principles of full cost recovery to cost projects and services

Takeaway Tool

- ✓ Cashflow Budget template

If you would like to book a place on this workshop please complete and return the attached booking form no later than Friday 23rd January 2009.

East End Community Development Alliance
Walker Library, 554 Welbeck Road, Newcastle upon Tyne, NE6 2PA
Telephone: 0191 275 9477 Fax: 0191 224 3961
enquiries@eastendalliance.org.uk www.eastendalliance.org.uk

Recovering All Costs – Full Cost Recovery

Thursday 26th February 2009

9.15am Refreshments and Networking

9.30am-4.30pm Workshop

Booking Form

Name _____

Organisation _____

Address _____

Email _____

Telephone _____

Please give details below of any dietary or access requirements:

**Please complete and return this booking form no later than
Friday 23rd January 2009**

East End Community Development Alliance
Walker Library, 554 Welbeck Road, Newcastle upon Tyne, NE6 2PA
Telephone: 0191 275 9477 Fax: 0191 224 3961
enquiries@eastendalliance.org.uk www.eastendalliance.org.uk