



## NCVS Affiliation Form

Nottingham Council for Voluntary Service is a membership organisation and is accountable to its affiliated organisations.

### Why affiliate?

By affiliating you are showing that your organisation supports the aims and values of NCVS and your organisation benefits in several ways. However you do not have to be an affiliated group to use NCVS services.

### What are the aims of NCVS?

NCVS exists to enable the voluntary sector to play a full and effective role in the social, economic and community development of Nottingham.

### Strategic aims

- To support a diverse, sustainable and successful community and voluntary sector by providing practical support and services, and by addressing the strategic and long term development needs of the sector as a whole.
- To support and enable individuals to contribute to their community and to benefit from their involvement.
- To ensure the community and voluntary sector have effective involvement and a strong voice in strategic partnerships and planning processes.

For NCVS to be successful in achieving these strategic aims we will have to ensure that

- Our services and activities are appropriate, accessible, welcoming and inclusive of BME communities and that all our services and operational plans include specific actions to deliver this commitment.
- We work closely with our partners in BME infrastructure bodies to develop and deliver services which address the specific needs of small BME organisations and to support their engagement in planning and policy agendas.
- The composition of NCVS staff, trustees and volunteers reflect the diversity of the communities we serve and that our recruitment processes proactively encourage applications from under-represented groups in the community.

### What does affiliation offer your group?

- Discounts on costs for circulating leaflets in Snippets and advertising paid jobs
- One free flyer in Snippets publicising your group and its aims. Subject to availability
- The right to nominate a member to the NCVS Trustee Board
- The right to vote at the AGM

### How do you affiliate?

Complete the form and return it with the required information about your organisation.

Your application will be considered at the next Trustees meeting. (Meetings take place every 2 months.) The affiliation year runs from 1<sup>st</sup> April. You will remain an affiliate member until you formally request cessation or the Trustees determine that it is no longer appropriate for you to be an affiliated member.

### Who can affiliate?

Voluntary organisations and community groups working in the City of Nottingham whose aims and objectives are consistent with those of NCVS.

### How much does it cost?

**Affiliation is free.**

# APPLICATION FORM FOR AFFILIATION TO NCVS

Name of Voluntary Organisation/Community Group wishing to affiliate:

\_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Post Code: \_\_\_\_\_ Email: \_\_\_\_\_

Tel No: \_\_\_\_\_ Fax No: \_\_\_\_\_

1. Annual income. Please circle the relevant income bracket.

a) Less than £50k b) between £50k and £100k c) more than £100k

2. Aims of the Organisation:

3. Status of the Organisation e.g. registered charity, community group.

NB. Affiliation is only available to voluntary and community groups who operate in the Nottingham area. Please enclose a copy of your constitution.

4. Affiliated organisations must support the aims of NCVS (see page 1 of the affiliation leaflet) and be committed to equality and diversity.

a) Does your organisation support the aims and objectives of NCVS? Yes/No

b) Does your organisation have a commitment to equality? Yes/No

c) What are you doing to address equality and diversity issues?

5. We hold your details on our database as we are required to keep a register of our affiliated organisations. The information is supplied to Companies House if requested. Your details will be used to mail out information through the year such as the snippets newsletter, notice of the AGM and a renewal affiliation form in 12 months. A signed form assumes you authorise the use of your details for these purposes.

**We will ensure that all information supplied is held securely, in accordance with the Data Protection Act 1998.**

**If you do not wish to receive information from NCVS please tick this box .**

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Position: \_\_\_\_\_

## 6. Have I got everything!

- Completed affiliation form
- A leaflet or annual report – please include, to provide further information about your organisation

**Return address: The Chief Executive,  
Nottingham CVS,  
7 Mansfield Road,  
Nottingham,  
NG1 3FB**

NCVS is a registered charity no 1070790 and company limited by guarantee registered in England and Wales no 3505634.

**If you have any queries please contact the NCVS Helpdesk on 0115 934 9548.**