

WHAT DO I DO NOW?

If your community group or voluntary organisation might benefit from ProHelp support, please get in touch with your local ProHelp contact shown below.

WHAT WILL HAPPEN THEN?

You will probably be asked to complete a simple application form to let us know what type of support you require. It may be necessary for you to meet with a representative from ProHelp to develop a fuller brief for the assignment.

A summary of your request will then be taken to ProHelp members who will consider it. If a firm is available to help, a meeting will then be arranged to take things further.

CONTACT YOUR LOCAL PROHELP

For further information on your local ProHelp, please visit

www.prohelp.org.uk

or contact:

To find out how to receive free professional advice visit our website:

www.prohelp.org.uk

Business ^{in the}
Community **ProHelp**

Professional support for the voluntary sector

Your one-stop shop for **free** professional advice.

Business ^{in the}

Community

ProHelp is an initiative of
Business in the Community

Business in the Community is a unique movement in the UK of over 750 member companies. Its purpose is to inspire, challenge and support business in continually improving its impact on society in the community, environment, marketplace and workplace.

Business in the Community
Tel: +44 (0)870 600 2482
Web: www.bitc.org.uk

Registered Charity Number: 297716
Registered office: 137 Shepherdess
Walk, London N1 7RQ
Company Limited by Guarantee
Number: 1619253
OIPRO00073 December 2004

This leaflet would not have been possible without the support of

Corporate Edge - for design and artwork www.corporateedge.com
Burleigh, Bristol - for printing www.burleighpress.co.uk

WHAT IS PROHELP?

ProHelp is a national network of over 1,000 professional firms each of which has offered to provide professional advice and strategic support free of charge to community groups and voluntary organisations in their local area.

Collectively, ProHelp is the largest provider of free professional support to local communities. Member firms provide £6m worth of free support each year which is delivered through 40 local groups.

Professional firm members include surveyors, architects, consulting engineers, accountants, solicitors, consultants (management, property and IT), public relations, marketing and design agencies.

WHAT HELP CAN THEY PROVIDE?

The professional firms undertake one-off projects which can include feasibility studies, structural surveys, marketing and business plans, legal and accountancy advice and property valuations.

The guiding principle of ProHelp is that members approach this sort of work in the same way as they would any other fee-paying clients. The only difference is that the community client is not charged for the work undertaken.

In some areas ProHelp also offers general advice surgeries and workshops on specific topics impacting on local community groups.

“ ProHelp opportunities not only bring real benefits to those in the community, but also gives the employees involved a sense of achievement and opens the door to a whole new set of skills which are then utilised back in their day jobs. ”

MICHAEL KELLY, DIRECTOR CORPORATE SOCIAL RESPONSIBILITY, KPMG

WILL MY GROUP BE ELIGIBLE?

You must be a community based, not-for-profit group working for the social and economic regeneration of your local area and should fit within the following criteria.

- have a track record of working successfully with the local community
- have no funding available for the specific project and no paid advisors retained to do the work
- if part of a national organisation, your branch must be locally constituted, and prove that neither the expertise nor the funding to pay for the work is available centrally
- your project must be realistic and viable
- your governing body must be willing to authorise the involvement of ProHelp

WHEN WILL A REQUEST FOR HELP NOT QUALIFY?

- applications for assistance with litigation will not be considered
- help is generally not given to animal welfare organisations nor organisations whose primary focus is overseas aid
- assistance to religious groups will only be offered if the project benefits the wider community

WHY DO BUSINESSES GET INVOLVED?

Professional firms join ProHelp to make a difference by putting something back into their local community. It also offers them the opportunity to work alongside other firms who share this commitment.

“ Knowing that there is a source of advice and support out there for voluntary organisations such as ourselves means that the barriers to growth and expansion do not prevail simply due to lack of resources. ”

CHARLOTTE HERSH, GENERAL MANAGER, TRIBAL TREE

CASE STUDIES

Some examples of ProHelp support

➤ Norfolk ProHelp members turned a dream into reality by providing professional support to convert an old school into a local day care centre for elderly residents in the Worsted community. Civil engineers carried out a structural survey, architects drew up plans and aided the planning process, quantity surveyors provided costings for the work and an accountancy firm advised on the development of a business plan which unlocked the funding. The centre now provides day care for 50 elderly people each week and six local jobs were created.

➤ Teamwork Trust provides assembly and outsourcing services to local businesses whilst offering work-based therapy and training to members of the community who face disadvantage. When they wanted to expand their community enterprise by purchasing a neighbouring trophy centre business, they asked Northamptonshire ProHelp for support. A local law firm provided the necessary legal advice to formulate contracts, ensure compliance with the Charity Commission and amend the Trust's Articles of Association. Teamwork Trust is now able to offer a more diverse range of activities for their client base.



We went to ProHelp for support with branding, the benefits have been enormous. Not only have we strengthened our image and profile, but also increased our confidence of working with larger organisations and business. ”

JENNY HARTNELL, CREATIVE KIDS