# CHARITIES GOVERNANCE CODE BOOT CAMP

# APPLICATION FORM 2019

# *For any queries please contact Sinead Vaughan – sinead@wheel.ie*

## Overview

The Charities Governance Code Bootcamp is a 12-month programme of training and networking to support members of The Wheel to implement the Charities Regulator's Charities Governance Code.

As a participant in this Bootcamp, your organisation will:

1. Attend targeted, facilitated networking sessions & share leadership and learning with the participating organisations
2. Access The Wheel's support and advice service specifically focused on Bootcamp participants
3. Benefit from professional expertise at Governance Code network events
4. Benefit from relevant training workshops delivered by The Wheel at a significantly reduced rate

## The Governance Code Bootcamp: The Engagement

The participating organisation commits their organisation to:

1. Attending a minimum of 5 of the 6 Networking Events.
2. Achieving full compliance with the Charities Governance Code over the 12 months.
3. Commitment to a standard of transparency on their website and other public communication channels; including planning and review documents, published materials and audited accounts (if applicable).
4. Attending 8 couponed training events on relevant topics such as: Charity Trustee Board Roles and Responsibilities, SORP Accounting, and Corporate Fundraising.

## The Governance Code Boot Camp: The Invitation

The Wheel is now inviting applications from member charities to apply for the 2019 Charities Governance Code Boot Camp.

**Please submit completed application forms to sinead@wheel.ie by**

**Monday 11 February 2019**

# 2019 CHARITIES GOVERNANCE CODE BOOTCAMP SCHEDULE of NETWORKING SESSIONS\*

As a member of The Wheel’s Governance Code Boot camp programme, your two nominated delegates will be automatically registered for the Orientation Session plus each Networking Session. You are very welcome to substitute other trustees or staff to attend as appropriate. These special events are closed and for members of the Bootcamp programme only.

\*The dates may be subject to change.

|  |  |
| --- | --- |
| **Orientation** | |
| **13 Feb**  **WEBINAR** | **Orientation WEBINAR**  *Introducing the Programme* |
| **NETWORKING SESSIONS** | |
| **28 Feb**  **Dublin** | **Networking session 1**  *Charities Governance Code Principle 1* |
|  |  |
| **28 Mar**  **Dublin** | **Networking session 2**  *Charities Governance Code Principle 6* |
| **9 May Dublin** | **Networking session 3**  *Charities Governance Code Principle 3* |
| **20 June**  **Dublin** | **Networking Session 4**  *Charities Governance Code Principle 4* |
| **12 Sept**  **Dublin** | **Networking Session 5**  *Charities Governance Code Principle 5* |
| **7 Nov**  **Dublin** | **Networking Session 6**  *Charities Governance Code Principle 2* |

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**SECTION A – ORGANISATIONAL DETAILS**

|  |  |
| --- | --- |
| **Name of organisation** |  |
| **Address** |  |
| **Website** |  |
| **Is your organisation a member of The Wheel?\*** |  |
| *\*Your organisation must be a member of The Wheel to take part in the Bootcamp.* | |

**SECTION B – Delegate\* Contact Details**

*\*We recommend that at least one delegate is a board member/trustee.*

|  |  |
| --- | --- |
| **Name of Main Bootcamp Contact** |  |
| **Role in Organisation** |  |
| **Email** |  |
| **Contact Phone Number** |  |

|  |  |
| --- | --- |
| **Name of 2nd Bootcamp Delegate** |  |
| **Role in Organisation** |  |
| **Email** |  |
| **Contact Phone Number** |  |

**SECTION C – ORGANISATIONAL PROFILE**

**Please indicate your organisation’s legal status:**

|  |  |  |  |
| --- | --- | --- | --- |
| Company Limited by Guarantee (clg) |  | Co-operative |  |
| Charitable Trust |  | Other (please specify) |  |
| Unincorporated Association |  |  |  |

**Please provide your organisation’s Registered Charity Number (RCN):**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Please provide the details of your organisation’s scale:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No. of Trustees** *(Voluntary Board/Mgmt committee members)* | **No. of Employees** | **No. of volunteers** | **Does the organisation have a CEO role (Manger, Director etc)** | **What is the annual income of the organisation** |
|  |  |  |  |  |

­­­­­­­­­­­­­­­­­­ ***Please note:****Due to high levels of demand for this programme, The Wheel may not be able to accommodate all suitable applicants on the current Governance Code Boot Camp. We will work with qualifying applicants to secure them a place on The Wheel's next available Governance Code Boot Camp.*

**Networking Request**

*If you are accepted onto the programme your organisation’s nominated contact below may be shared with the other participants. Please tick the appropriate box.*

Yes, I am happy for our organisations contact details to be shared.

No, I do not want to share my contact details.

**Nominated organisation contact person:**

|  |  |  |
| --- | --- | --- |
| **Name:** | **Email:** | **Phone:** |
|  |  |  |

**SECTION D – Board Declaration**

***Participating in the Charities Governance Code Boot Camp requires an absolute commitment from the organisation’s Board of Trustees. Ultimately, the Board are responsible for the adoption of the Governance Code and for the implementation of its principles across the organisation.***

The Boards of all organisations taking part in the Bootcamp are required to sign the declaration below:

The board of trustees of [*Organisation Name*] \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Is happy to make the commitment of time and energy required to complete the Governance Code compliance journey over the coming 12 months.
2. Takes responsibility for the organisation’s active participation in the Governance Code Bootcamp Networking and Training Events.
3. Undertakes to lead the organisation’s journey to compliance working alongside volunteers and staff in the best interests of the organisation.
4. Commits to a standard of transparency on the organisation’s website and other public communication channels; including planning and review documents, published materials and accounts.
5. Understands that it is our own responsibility to complete the Governance Code journey, with the support of The Wheel. The Wheel shall not at any time in any circumstances be held responsible for or liable in relation to any matter whatsoever arising in connection with participation in the programme.

**Name of Board Member:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(*Block Capitals*)

**Role on Board:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(*e.g. Chairperson*):

**Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**On behalf of:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(*Name of organisation*)

**Date:**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_