

# Your Space



**Your Space away from distractions for  
Newcastle CVS members to think, research, plan  
and use our library and IT resources**

## **What is it?**

A space in our office for Newcastle CVS members to use on an occasional basis to use our library and computer-based resources, and to plan work, research and prepare funding bids.

## **What's available?**

- ◆ dedicated work space for working, planning and researching and preparing funding bids
- ◆ computers with internet access to do your own research
- ◆ access to library and computer-based resources on topics including: setting up, governance, funding, monitoring and evaluating, planning, audience development and bid writing
- ◆ our supporting and developing team to welcome you, show you what is available and answer queries

## **Why?**

Our members often mention that it can be hard to take time out in their normal work environments to plan or research funding opportunities, and those running new or smaller organisations often have no dedicated work space of their own.

## **When is Your Space available?**

Between 10.00am and 3.00pm on Tuesdays, Wednesdays and Thursdays. If you need to use it at other times please ask as we may be able to make special arrangements.

## **How many people can use Your Space?**

Up to two people from your organisation can use it at a time.

## **How much does it cost?**

Your Space is free for up to two hours in any one session but there is a charge for printing, photocopying and tea and coffee.

## **Who can use Your Space?**

Your Space is for Newcastle CVS members. If you'd like to check you're a member or would like to join, contact one of the team.

## **Other information**

If you need space on a more regular or permanent basis you might be interested in renting a full-time desk in our office, Your Space gives you an opportunity to try this out.

## **To find out more or to book a time slot**

Contact the Newcastle CVS supporting and developing team

Louise 0191 235 7033 [louise.mcglenn@cvsnewcastle.org.uk](mailto:louise.mcglenn@cvsnewcastle.org.uk)

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**Newcastle Council  
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