



## AUSTRALIAN COMMUNITY FOUNDATION FORUM

### *Grassroots Philanthropy Growing & Maturing*

**Melbourne**

**Tuesday October 19 - Thursday October 21, 2010**

**Best Western Airport Motel and Convention Centre  
33 Ardlie Street, Attwood, Victoria**

The Forum Venue is a short Courtesy Bus ride from Tullamarine airport and just up Mickleham road, north of the Tullamarine Freeway. Easily accessible by air and by car.

This Forum is for:

- Community Foundation practitioners
- Board members
- Community Foundation staff
- Volunteers

It is also the perfect venue for those people from communities seeking to learn about the Community Foundation movement and what it can achieve for their community.

**Any community or group seeking to investigate the idea of a Community Foundation should have representatives attend this Forum.**

It is also an ideal Forum for those in Government and the public service to learn what Community Foundations can do, are achieving and hope to achieve for the Australian community in the years ahead.

All Community Foundations are requested to bring a poster which covers their work for the year in words, pictures and numbers.

These Posters will be exhibited in the Conference centre for all to review and discuss items and programmes of interest with the representatives from the relevant Community Foundation.

## Programme Outline

### Day 1, Tuesday October 19

#### Registration

Will be open from 10.15 am – 1.30pm.

#### From 10.30 am

Les Wilcox from the Community Foundation Network in the UK will be available for discussions with representatives of Community Foundations that have DIGITS software already installed.

#### 10.30 am until 12 noon

CF representatives are invited to attend Activities 1 & 2 of a Professional Development Programme which will explore questions of interest relating to Community Foundations. The programme will be facilitated by Cheryl Hardie from the Bendigo and Central Victoria Community Foundation.

**Lunch** will be provided for all Forum Registrants from 12.15pm to 1.15pm

#### 1.30 to 2.00pm

**Forum Official Welcome and Opening.**

This will be followed by a **Review of the Philanthropic Landscape** by Philanthropy Australia, followed by a presentation on Grassroots Philanthropy from Buderim.

Following afternoon tea **Les Wilcox will feature with an “Introduction to DIGITS Software”** for Community Foundations and update on developments and upgrade plans for this software.

#### 4.45 pm approx

**Concurrent Sessions** covering topics such as:

- Getting your Foundation Started
- Building your Corpus with Fundraising
- Friend Raising and Donor Development
- Your Foundation’s Marketing and Communications plans
- Youth in Philanthropy

The day will **draw to a close with pre-arranged** one-to-one meetings and discussions.

Pre Dinner drinks hosted by Australian Community Philanthropy will be at **6.30pm** followed by Dinner at the Airport Inn.

## Day 2, Wednesday October 20

This day is a must for all Community Foundation Practitioners and will be of great value to all Board members.

### 9.00am

A review of **Legal Topics** by Alice Macdougall from Freehills. Then follows a presentation and discussion on **Governance Essentials** by David Ward whose *Trustee Handbook: Roles and Duties of Charitable Trusts and Foundations in Australia* was published in 2008.

### After Morning Tea

Presentation and discussion on **Essential Accounting** by Wendy Maloney of WHK Accountants, followed by an update on programmes and developments at the Foundation for Rural and Regional Renewal by **Sylvia Admans**.

### Following Lunch

**Giselle Roux** from JBWere will present a session on **Investing your Foundation Funds** to maintain capital value.

### 2.30 pm approx

Catherine Brown will lead a session on '**Why are we Here?** Our Board, Foundation Leadership and Strategic Planning'.

The day will finish with Activity 4 of the Professional Development Programme.

### 5.30pm

We go to **Goona Warra winery** at Sunbury for wine tasting and dinner.

## Day 3, Thursday October 21

### 8:45 am

The day starts with Activity 5 of the Professional Development Programme.

This will be followed by an Update on Vital Signs.

### 10.00am

The Victorian Government's **Office for the Community Sector, Department of Planning and Community Development** will present the background and update on progress with their **Community Funds Initiative**.

**Victorian Community Foundations** participating in this programme will give details of their progress with this exciting initiative for Community Foundations.

After morning tea, Sarah Davies, CEO of Melbourne Community Foundation will give an update on **developments in Community Foundations in the UK** where she has recently spent time visiting five of these foundations.

### 12 noon approx

Prior to lunch there will be a panel session on topics and questions attendees have brought up during the conference and would like to be addressed.

### 1:05 Lunch

After lunch there will be a report on the Development Programme and what might happen next.

**The Forum will close at 3:00 pm.**

Note: Details of Activities 1-5 of the Professional Development Programme will be sent to all participants two weeks prior to the forum.