

## **Building For Strength Minimum Milestones**

The BFS Members intend to work together to achieve the best possible outcomes for their beneficiaries. The ethos of the project is to create support structures and services that are flexible to best meet the needs of the different groupings.

Opportunities for reflection and review have been built into the project delivery plan and this may lead to agreement to change to reflect what is working well and areas that could be improved upon.

The Minimum Milestone requirements below should be viewed in this context and provide a minimum expectation from each BFS Member.

### **RCRE Minimum Milestone responsibility**

- Employ a Development Worker on behalf of Sakoma by the end of month 3.
- Provide individual IT instruction to 13 organisations per year enabling them to use the hot desking facility.
- To improve access to the hot desking facility for disabled people by fitting new doors by the end of month 3.
- To provide space for hot desking, with equipment purchased and open for bookings by the end of month 3.
- To gather user feedback of the hot desking facility to establish how accessible it is and a profile of the service users for each year of the project.
- To provide 2 training and support sessions to hot desk users in basic internet access and general IT skills.
- To produce the BFS Annual Report, incorporating the results of research, mapping and development work, training needs assessments, training and development programme evaluations, and user assessments by the end of year one and each year thereafter.
- To arrange three annual networking events to highlight the work that is going on and to raise awareness of the new communities and the annual publication of conclusions and recommendations.

- By month 12 of each project year arrange a meeting for BFS Members, mainstream forums and local authority officers to discuss and recommend actions to involve the more difficult to reach groups more effectively.
- To enable the Sakoma Development Worker to work towards the Sakoma Minimum Milestones.

### **Reading Faith Forum Minimum Milestone responsibility**

- To recruit a Reading Faith Forum Development Worker to be employed by RVA by the end of month 3.
- To meet with 4 faith groups per month to provide direct support and guidance, to discuss support needs and encourage participation in project services.
- To consult with 5 of the faith groups identified as beneficiaries on the future provision of infrastructure support and facilities and the sharing of resources by the end of 18 months.
- To work with at least 4 new or existing faith based community organisations each year to meet the needs discovered in the analysis.
- To make contact with 10 faith organisations whose engagement with the Reading Faith Forum is weak with the aim of encouraging active engagement with the Reading Faith Forum.
- To assist Sakoma to carry out a mapping exercise of recently arrived EU migrants and other first generation immigrants to analyse and assess their individual and organisational needs by the end of month 9.
- To actively promote the work of the BFS project and promote and introduce organisations to the services and training available.

### **Sakoma Minimum Milestone responsibility**

- To recruit a Sakoma Development Worker to be employed by RCRE by the end of month 3.
- To meet with 4 groups per month to provide direct support and guidance, to discuss support needs and encourage participation in project services.
- To consult with 5 of the groups identified as beneficiaries on the future provision of infrastructure support and facilities and the sharing of resources by the end of 18 months.

- To carry out a mapping exercise of recently arrived EU migrants and other first generation immigrants to analyse and assess their individual and organisational needs by the end of month 9.
- To work with at least 4 new or existing community organisations each year to meet the needs discovered in the analysis.
- To engage at least 6 of the new community organisations into Sakoma by the end of the project.
- To publish the research on immigrants from central Europe and other new immigrant communities for internal and mainstream use.
- To actively promote the work of the BFS project and promote and introduce organisations to the services and training available.

### **Reading African and Afro Caribbean Community Association [ACCG] Minimum Milestone responsibility**

- To recruit a Development Worker to be in post by the end of month 3.
- To meet with 5 groups per month to provide direct support and guidance, to discuss support needs and encourage participation in project services.
- To consult with 15 of the groups identified as beneficiaries on the future provision of infrastructure support and facilities and the sharing of resources by the end of 18 months.
- To work with at least 4 new or existing community organisations each year to meet the needs discovered in the analysis.
- To work with at least 3 African organisations to encourage engagement with statutory bodies and service providers.
- To develop an online list of affordable resources e.g. rooms and offices for hire to be held on the ACCG and RVA Directory sites by the end of month 6.
- To assist Sakoma to carry out a mapping exercise of recently arrived EU migrants and other first generation immigrants to analyse and assess their individual and organisational needs by the end of month 9.
- To actively promote the work of the BFS project and promote and introduce organisations to the services and training available.

### **RISC Minimum Milestone responsibility**

- To provide at least 200 training places for the groups identified as beneficiaries on governance, funding, personal development and/or identified training needs by the end of year 3. To include providing community development/empowerment training for 25 committee members from the beneficiary or BFS Member organisations by the end of year 3.
- To produce a report with recommendations on revised training needs of hard to reach VCS organisations based on the projects experience by the end of year 3.
- Provide individual IT instruction to 10 organisations per year enabling them to use the hot desking facility.
- To gather feedback from facility users to establish how accessible they are and a profile of the service users for each year of the project.
- To actively promote the work of the BFS project and promote and introduce organisations to the services and training available.

### **RVA Minimum Milestone responsibility**

- Employ a Development Worker on behalf of Reading Faith Forum by the end of month 3.
- To enable the Reading Faith Forum Development Worker to work towards the Reading Faith Forum minimum milestones.
- To actively promote the work of the BFS project and promote and introduce organisations to the services and training available.
- To publish on line the list of venues produced by ACCG.