EAST RIDING
OF YORKSHIRE COUNCIL

www.idoxopen4community.co.uk/er

Would you like further information?

If you have any questions relating to
East Riding 4 Community,
please contact:

External Funding Team
East Riding of Yorkshire Council
Tel: (01482) 391 681 / 2
Email: external.funding@eastriding.gov.uk

Looking for funding for businesses?
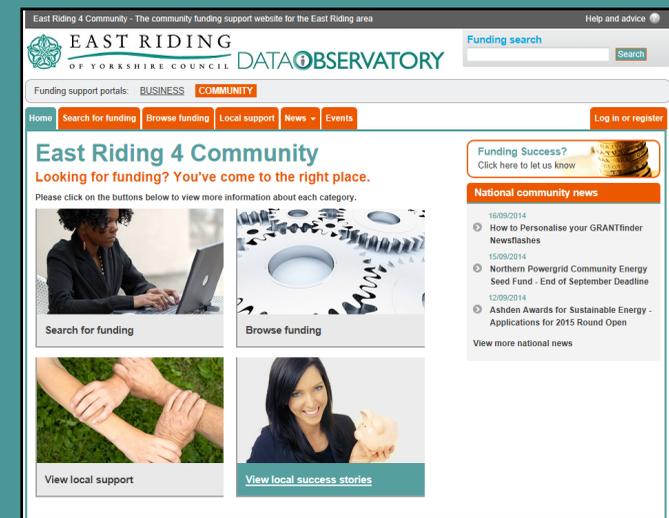
Introducing East Riding 4 Business

East Riding 4 Business supplies registered
users with access to thousands of
business-related funding opportunities.

Visit:
**www.idoxopen4business.co.uk/
eastridingbusiness**

idox
One company: Infinite possibilities

EAST RIDING
OF YORKSHIRE COUNCIL

East Riding 4 Community
Mini Guide

Find funding to support your projects through East Riding 4 Community

www.idoxopen4community.co.uk/er

WELCOME TO
EAST RIDING 4 COMMUNITY

INTRODUCTION

What is East Riding 4 Community?

A free, easy-to-use database designed to help local community groups source funding for their projects. Containing details of thousands of grants, loans and other forms of financial assistance, the service provides a one-stop shop for funding information.

Who can use East Riding 4 Community?

Anyone within the East Riding of Yorkshire area, including community and voluntary groups, clubs and schools.

How do I access the service?

Visit: **www.idoxopen4community.co.uk/er** and register your details.
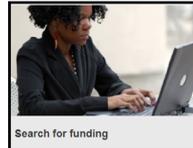
SEARCHING FOR FUNDING

In 3 easy ways:

1. Project Search

Click on the **Search for Funding** tab on the homepage when you know what you want funding for and where. Answer the 1st question plus others if you wish.

Click **Search Now** to generate results.

N.B. Do not use the 'Keyword' search at this stage.

Search for funding

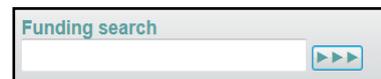### 2. Browsing Search

Browse funding

This search tool is useful when you don't have a particular project in mind and you would like to browse through different funding categories.

To begin browsing, click on the **Browse funding** tab on the homepage.

3. Keyword Search

Use the keyword search when you have a particular programme or funding provider in mind:

Funding search

Where can I get help if I want to learn more about searching and funding generally?

The **Help & Advice** button in the top-right corner of the screen provides help on searching the portal, as well as a number of useful documents about making funding applications.

FUNDING RESULTS

Results Listing

Once you have generated a list of funding schemes, you can sort the results using the **Sort results by** section on the right-hand side of the page.

You are provided with two levels of detail:

1. An overview description of each funding programme allowing you to make an initial assessment regarding suitability.
2. A more detailed report (through clicking on the title hyperlink).

Saving Your Results

Save time by saving important searches and selected funding schemes to your personal profile. To select individual schemes, tick the checkbox next to the scheme title.

Click on **Save Search** or **Save Selected Schemes** to save useful information for future reference. You can access and edit any saved information by visiting the **Saved Searches** section.

Email Alerts

When you choose to 'Save Search' you can set up email notifications which automatically alert you to new and updated schemes matching your search criteria. Simply tick the check box next to **Email notifications** on the **Save a Search** screen.

Producing Funding Reports

Once you have identified a list of applicable results, you may wish to produce a bespoke funding report.

Tick the box next to the scheme title of those you wish to include in the report and click **Produce Report**.

Your Word report can be saved, edited and forwarded to colleagues.

ADDITIONAL FEATURES

Local Support and Events Sections

The **Local Support** section provides information on the funding available for the East Riding of Yorkshire area. You can also view local advice, factsheets, strategies and policies, and a list of support organisations in this local area.

Under the **Events** tab, you can view a calendar of local events.

News Section

You can view the latest Local and National Community News on the portal by selecting the **News** tab.

Clicking on a hyperlinked news title will take you to the full article whilst clicking on different calendar dates allows you to search through the news archive.

National community news