

How to describe your organisation's previous work

Supporting summary and additional resources

Key points

- Explain who you are and why your work matters
- Show what makes your organisation unique
- Clearly describe your experience and achievements
- Don't assume funders know your organisation
- Share stories, quotes, and community feedback

Extra tips

- Ask your community what they value about your work
- Include lived experience and community knowledge
- Highlight long-term trust you have built

Useful resources

- [Case study template](#)
- [Simple feedback form](#)
- Get support from your local CVS (Council for Voluntary Sector) or LIO (Local Infrastructure Organisation). Find your nearest here: www.navca.org.uk/find-a-navca-member
- Make use of Funding directories (via local CVS organisations)
- Read through the National Lottery [funding guidance](#)