

Think tanc Ltd. – Greater Nottingham Social Enterprise Support Capabilities Questionnaire

Section A: Organisation Details

1. Organisation Name:

2. Key Contact:

First Name: _____

Surname: _____

Job title: _____

E-mail: _____

3. Communications:

Tel. No.: _____

E-mail: _____

Fax.: _____

4. Address:

Town / City: _____

Postcode: _____

Web-site: _____

Section B: Organisational Structure

1. Does your organisation have? (one or more):

- a constitution
- a memorandum of association
- articles of association
- NONE of the above

2. Legal / organisational status Is your organisation? (one or more):

- a company limited by guarantee
- a company limited by shares
- a charity
- a co-operative
- a trust
- an industrial and provident society (IPS)
- a credit union
- a co-operative consortium
- a tenants & residents association
- a charitable incorporated organisation (CIO)
- a community interest company (CIC)
- a limited liability partnership (LLP)
- NONE of the above
- Other legal / organisational status (please state)

3. Management structure Does your organisation have? (one or more):

- a voluntary board of directors
- a board of directors with paid (executive) directors
- a voluntary management committee
- a voluntary steering group / committee
- NONE of the above

4. Who is responsible for the day to day running of your organisation?

First Name: _____

Surname: _____

Job title: _____

E-mail: _____

Section C: What Your Organisation Does

1. Please give a brief description of the purpose of your organisation:

2. Please give a brief description of your organisation's SOCIAL aims and objectives:

3. Please explain briefly how your organisation is SOCIALLY ACCOUNTABLE (if appropriate):

Section D: Your Organisation's Goods and / or Services

1. What are your organisation's main specialisms?

2. What goods or services does your organisation provide? (one or more)

- Accountancy / financial auditing
- Administration / secretarial
- Adult education
- After school provision
- Architecture
- Banking
- Basic skills training
- Benefits advice
- Building
- Building maintenance
- Business accommodation / office space
- Business advice
- Business planning
- Careers advice
- Catering
- Childcare / crèche
- Community consultation
- Community service provision
- Computers
- Computer training
- Conference facilities
- Counselling
- Courier services
- Dance classes
- Data services
- Database design
- Day care facilities
- Decorating
- Disability advice / consultancy
- Discrimination advice / consultancy
- Education services
- Elderly services
- Employment advice
- Employment agency staffing
- Energy advice / auditing
- English as a second language

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- Environmental auditing
- Environmental consultancy
- Event management / organisation
- Fire safety advice
- Fire safety supplies
- Fitness classes
- Food
- Foreign language tuition
- Furniture / fittings
- Gardening / landscape gardening
- Graphic design
- Health care
- Hostels
- Housing
- ICT provision
- ICT training
- Internet services
- Insurance
- Legal advice
- Loans
- Lunch clubs
- Management consultancy
- Management training
- Marketing & promotions
- Office supplies
- Payroll services
- Print design
- Printing
- Property development
- Property services
- Provision mapping
- Reprographics
- Room hire
- Savings schemes
- Sheltered housing
- Social housing
- Software development
- Sport / leisure facilities
- Translation services
- Transport
- Urban design
- Web design (internet sites) design
- Youth services
- NONE of the above

Other goods / services 1

Other goods / services 2

Other goods / services 3

Other goods / services 4

Other goods / services 5

Other goods / services 6

Other goods / services 7

Other goods / services 8

Section E: Organisational Capacity

1. How many full time equivalent staff does your organisation employ?

2. What is your organisation's annual turnover?

£ _____

3. What percentage of your turnover is sales / earned income (non grant)?

_____ %

4. What is the geographical area in which you provide your goods / services (please choose ONE)

Specific wards (please specify)

- Greater Nottingham
- County of Nottinghamshire
- East Midlands
- UK
- Europe
- Global

5. What is your hourly / daily rate (if appropriate)?

£ _____ per hour
 per day

Section F: Collaborative Bidding and Delivery Partnerships

1. Are you interested in? (please tick one or more)

- Partnering with other social enterprises in Greater Nottingham
- Collaborative tendering with potential partners
- NONE of the above

2. Please describe briefly what your organisation can offer as a potential partner:

3. Please describe briefly what you would be looking for from a potential partner:
