Drawing a Funders Map

For assessing where to look for funding sources

What is needed?

- Computer access and skills for internet searches.
- Dedicated time and a responsible person for maintaining the Funders Map regularly.

Hints and tips

- **Obtain perfect clarity about the action plan and its projects.** This will help you think more broadly and creatively about different types of funding sources.
- **It is useful to consult with as many colleagues, partners and stakeholders as possible** enquiring where they have sourced funding from in the past for similar projects.
- **Use support websites and generic funding portals to brows for suitable funding sources** & expand your research by doing 'Horizon scanning'.

The Funders Maps is a core tool that guides the search for project funding in an organised and efficient manner.

This tool can be both used for an action plan in its entirety or an individual project if large or complex in nature.

A Funders Map should:

Be drafted widely so that it incorporates more funding sources than necessary to allow for flexibility and maneuverability in case of unexpected developments.

Include relevant funding sources in relation to the aims and objectives of the action plan or project in order to keep the list manageable and focused.

What for?

- To **collect all the potential funding sources** and gain understanding of what type of relevant funders match the specific funding needs of different projects.

How to use it?

Step 1 **Identify a small group of people** responsible for drawing the Funders Map and ensure that this group maintains a direct link with the action plan design team.

Step 2 **Fill in the Funders Map** from section A to F starting with the funding sources in **Section A**. Do this in a structured manner (for instance starting with local and 'mov e-up' until EU funding sources).
Fill in the relevant action plan themes and indicate by tick which of the topics each funder or fund is addressing in **Section B**.
In **Section C** fill in the requested funder requirements and eligibility criteria. Therefore a reading of the funding program specification is necessary.
Include the calls and information events of different from the different funder in **Section D**. Make sure to keep this table up-to-date over time.
In **Section E and F** fill in the contact details and other sources of information.

Step 3 Create a procedure and agree about the frequency of how often the Funders Map will be monitored and up-dated.

Step 4 Create a procedure that ensures that the findings of this monitoring and changes to the map are communicated to the team.

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Section A: Funding Sources

Name of Funder	Title of Funding Programme	Website address	Registration/user ID	Password

Section B: Relevant Action Plan themes and topics

Themes of Action Plan				Target Groups			Location	Range of Project Size	Time Frame

Section C: Funders Requirements and Eligibility Criteria

Type of applicant organisation	Size of applicant organisation	Size of projects fundable (range, from ...to...)	Type of funding	Funding ceilings (maximum size of grant)	% of eligible project costs funded	Match Funding requirements	Other key eligibility criteria (add columns as many as necessary and relevant)

Section D: Calls and Information Events

Call system in place	Next calls for applications	Forthcoming information or training events	Deadline for Applications

Section E: Other sources of information of this Funder

Facebook site	Twitter	Other social media	Newsletter

Section F: Contact Details and Record of Contacts

Key contact name	Position	email	Telephone	Date last spoken to	Comment

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