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| Management, governance and finance | Improving care and providing support |
| * Do we have a robust system for agreeing/processing grant requests? * Do we succession plans? Are they robust? * Do we have a strong Committee structure? E.g. enough people/clear roles and responsibilities * Do we have regular meetings at times to suit Committee members? * Do we keep notes effectively? Do we use the Volunteer Portal? * Do we send copies of papers to the ASC and National Office? * Do we receive regular updates from National Office? | * Do we have a good relationship with existing AVs? With the ASC? * Do we have enough Support Volunteers (e.g. AVs)? * Do the Support Volunteers have a good relationship with the ASC? * Is there an AV Coordinator? * Do we have Support Meetings for people living with MND? * Are Support Meetings regular? Well organised? Well resourced? Well attended? * Do we have good links with local Health and Social Care professionals? Do we have a clear understanding of what is available locally? * Do we have meetings for Carers and/or other people affected by MND? * Do we have meetings for bereaved Carers and/or other people affected by MND? |
| Communication and engagement | Funding and promoting research |
| * How do we advertise Support Meetings? Are reminders sent out? * Are locations, times and venues of Support Meetings suitable for people living with MND? * Do we have or need a branch/group leaflet? Social media? Website? Newsletter? * If so, do people engage with our leaflet/social media/website/newsletter? Could we increase engagement? Who is responsible? * Do we use RightMarket (templates)? * Do we have or need a branch contact? * Do we have or need a volunteer dedicated to publicity and local media? * Have we submitted articles to local or national media this year (internal/external)? * Do we have a public speaker if needed? * Do local people living with and affected by MND know where and how to get support? | * Do we promote research opportunities? * Do we know how to access information about current research opportunities? * Do we fund research? |
| Fundraising | Campaigning and raising awareness |
| * Do we have a fundraising plan? What types of fundraising do we do? * Do we consistently raise enough to meet the running costs of the branch? * Do we have a good relationship with the Regional Fundraiser? * Do we have enough people involved in fundraising? * Do we engage with local business to raise funds? * Do we know who our local fundraisers are? * Do we advertise fundraisers widely? | * How do we engage with Association campaigns? * Do we have a Campaigns Contact? * Do we have good links with local MPs/councilors? * Do we attend or hold events to raise awareness? * Do we link with external bodies to raise awareness of MND and the branch? E.g. business/universities/other charities |