

It's great that we've raised enough money for the youth workshops, but I struggle to manage my own money let alone the group's!

A few basic rules will help to make sure that the success of having some money to spend doesn't turn into a headache.

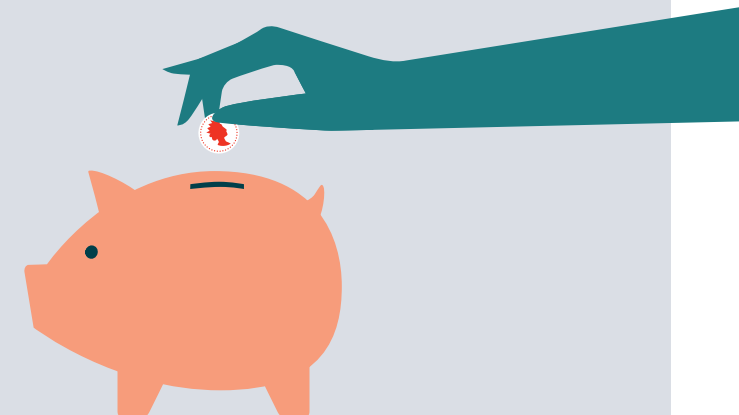
Remember

- Keep a record of money coming in and going out.
- Agree who can deal with money and how they can do it.
- Have a written budget and produce regular updates on your finances.

If you're just getting started you could ask a more established organisation to 'hold' funding on behalf of your group e.g. a local college, housing association or voluntary sector organisation. Your local CVS (Council for Voluntary Services) may also offer advice, training, guidelines and support.

For more tips on how to get funding and manage it easily go to [Community Matters*](#)

If you want help with managing a budget the [Community Development Foundation*](#) has a useful one page guide.



*click the text to go to the website