

# **PROHELP**

**Professional Business Support for Community  
Groups, Charities and Social Enterprises**

# What is ProHelp?

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A national programme which targets areas of deprivation, with a resource of 80 commercial firms and 50 independent business volunteers in the East Midlands comprising of:



- Solicitors
- Accountants
- Architects
- Surveyors
- and more .....

# What can ProHelp do?

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- Assist with company incorporation
- Help negotiate the terms of a lease
- Develop a Business Plan
- Survey a building
- Produce outline architectural plans and costings
- IT Cost Reduction
- Develop a marketing plan
- Assist with improving accounting systems
- Provide advice & guidance on specific projects & challenges
- Mentor an individual or join board

# Criteria for Assistance

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- **Not-for-profit**
- **Annual income of <£250k**
- **No funds available**
- **Locally constituted**
- **A specific piece of work**
- **Realistic and viable**
- **Not 'regular' work**
- **Not litigious**
- **Not urgent!**

# What is the process?

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- **Receipt of application**
- **Assess suitability**
- **Request support**
- **Provide you with an assignment brief and contact details**
- **One to one consultations or group meetings**
- **Keep in touch/progress updates**
- **End of assignment – evaluation form and closure letter**

## Is this a 'free service'?

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- Our firms/business volunteers **do not** charge for the time they give
- No longer receive public funding
- £180 'matching' fee for each piece of work

# What do our clients say?

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## Quotes from satisfied clients

“This [service] will ensure repairs are carried out by the council before handover and signing of a 30 year lease. It will also act as a record of the state of the building, this will make a contribution to a valuable centre to our plans for community groups”

**Toby Birch, Community Spaces, Northampton**



# What do our clients say?

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## Quotes from satisfied clients

“The support made a huge difference both financially and ease of dealing with legal matters which can be a minefield. [The firm] was really good and responded to correspondence without making us feel like idiots over what were probably minor issues ...”.

**Sandra Bell, Doddridge Centre, Northampton**

The support was vital in moving us on resulting in potential future which may yet be long lasting ...”

**Tony Skinner,  
Abington Community Association,  
Northampton**





## **Who do I contact?**

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**The East Midlands ProHelp service is run from our  
Nottingham office**

**Ann Hilton, Community Programme  
Manager**

**0115 9247408**

**[ann.hilton@bitc.org.uk](mailto:ann.hilton@bitc.org.uk)**