



## The Link

### Connecting Local Communities with Local Businesses

Welcome to The Link, a new and exciting service to connect local businesses with Southampton's voluntary sector. This service is a joint initiative between Business in the Community, Southampton City Council and Southampton Voluntary Services. Information collected from this service will be used to promote business support opportunities in Southampton. This document aims to support you in completing the online data fields of this service.

#### Sections 1 – 9 –Your Profile

Please complete these sections with your information.

#### Section 10 – Practical Based Projects

Are you in need of your meeting room being decorated or garden revamped? Litter picking or vegetable plot creation? These are the types of projects to register here. Please keep details brief as we will follow up and discuss your project(s) in greater detail. Projects should be able to be completed in one day by a group of employees who are likely to have 'basic' DIY skills.

#### Section 11 – Skill Based Projects

Are you in need of business planning support or HR coaching? Would your staff or clients benefit from IT workshops? This is the section to record these projects. Again please keep your entries brief as we will follow up to discuss in greater detail.

#### Section 12 – Business Cycle

This is a new initiative designed to recycle equipment no longer required by businesses. Do you have a need for a replacement printer or office seating? Please list in this section items you may be interested in. There is no guarantee that you will receive the items you need but helps us to donate items our businesses offer. Please note the business will take no responsibility for the up-keep or disposal of items.

#### Section 13 – Link Back

Some charities have suggested they would like to give back to businesses in return for support. If you would like to offer training or your meeting room out to use please list it here. This could be free or at a cost to a business so please put either FREE or COST in this box. Again we will discuss in greater detail after your submission.

#### Section 14 – Terms and Conditions

Please read the terms and conditions we've kept them simple. We can never guarantee support but will always try our best!

**Queries** - If you have any queries in relation to this please contact: Mike Toy – Business in the Community – 023 9223 0692

**Visit** - [http://www.bitc.org.uk/south\\_east/programmes/community/the\\_link\\_.html](http://www.bitc.org.uk/south_east/programmes/community/the_link_.html)



**Systems Technology Park, Eletttra Avenue, Waterlooville, Hampshire, PO7 7XS**

**T: 023 9223 0692 | [www.bitc.org.uk](http://www.bitc.org.uk)**

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