



Feasibility
Business Planning
Research & Evaluation
Quality and Financial Management

Inspire Create Improve



What we offer you:

We offer a range of services designed to meet your needs on either a management, training or mentoring basis or, if you prefer, through project management over a longer period of time.

We can work with groups or on a 1:1 basis with managers, boards, volunteers and staff.

We ensure that the dynamics and relationships of your organisation remain at the core of our work with you.

We are often praised for the increased networks and new relationships we have developed for clients as a result of the time we spend with them.

Our team and associates include: policy and strategy developers, architects, market researchers and evaluators; finance, enterprise and legal services experts and project managers.

- Business Planning
- Feasibility Studies & Option Appraisals
- Policy & Strategy Development
- Visioning & Outcomes Setting
- External Evaluations
- Performance Monitoring
- Funding Applications
- Community Engagement
- Partnership Working & Agreements.
- Quality Assurance & Systems
- Work Experience & Placements
- Training & Facilitation
- Events Management
- Market Research

What we do

Cotyledon CIC provides general business support to small enterprises, groups and individuals who wish to develop new ideas, move into new markets or improve their performance in the current market they occupy.

The Company operates through three themes:

- Inspire
- Create
- Improve

(kōt'l-ēd'n)

A leaf of the embryo of a seed-bearing plant. It either stores food for the growing

embryo or absorbs food that has been stored in the endosperm for eventual distribution to the growing parts of the embryo. Also called seed leaf.



Our Values:

Integrity

Quality

Sustainability

Learning Together

Celebrating Difference

Some Clients we have worked with:

WCVA - Communities First Support
Torfaen County Borough Council
Bridgend County Borough Council
Merthyr Tydfil County Borough Council
Welsh School of Architecture, Cardiff University

Inspire

Innovation emerges from inspiration, belief or vision. Cotyledon can help you explore ideas and frame them to inspire others to join you, employ you, commission you or partner you in generating new resources, facilities and services.

Even a brilliant idea can get lost in translation. People may not 'get it', it may sound like something that has already been done or be so new that it is scary. It may sound too risky or require too much change for you or your organisation.

Don't Worry!

We can help to explore your ideas with others, to research and evaluate your ideas so that appropriate models and supporting evidence can be found.

We will help you to design something which is SMART for you, appropriate for your community or sector and achievable in delivery for your people.

Flexible solutions for enterprise and people...

- Market Research & Secret Shopper
- Visioning Workshops
- Scoping for feasibility, viability and sustainability
- Participation and PA Support & Delivery
- Work Experience & Placements
- Training & Facilitating
- Events Management

"Our imagination is the only limit to what we can hope to have in the future"

Charles F. Kettering



“My experience of working with Jan and Cotyledon has been very positive and I have already recommended her services to other teams within the Council”



More of our Clients:

Reseiclo Community Wood project
Powys County Council
Pencoed Comprehensive School
Sustainable Wales
Welsh Government
The Nail Training Co

Create

Nothing is more exciting than seeing ideas start to develop and take shape. Sometimes this brings challenge before it brings satisfaction and lots of people may also need to be involved for what may seem to you quite a simple project.

We can help!

Plans may be necessary, technical skills engaged and planning or legal permissions granted. This all takes time and can be frustrating when you're not directly involved or relying on others to do it for you.

We believe in working alongside you and your people, taking the lead if this is needed, advising and supporting as you develop the skills to do it yourself.

We keep you involved and informed at every stage. We choose projects we can learn from and in turn we ensure you learn new skills and create new networks.

- Diagnostics & Business Health checks
- Feasibility Studies & Options Appraisals
- Business Plans Workshops, Support & Mentoring
- Financial and Marketing Plans Development
- Strategy and Policy Development
- Developing a Customer Service Approach
- Change Management Workshops and Mentoring
- Skills Assessments & Training Needs
- Training and Facilitating
- Peer Mentor Support

“in creating ... the boldest thing is to begin” James Russell Lowell



Improve

It is increasingly difficult for organisations to attract grant funding. You may feel you are being urged towards the need to diversify into new services and products just to survive. Not all your partners and board members may be prepared for this.

But we can help!

Our ethos is based on helping you to deal with the challenges and changes you face. We can help find out how to overcome barriers, develop new ways of doing things and work with you at the right pace, within your capacity to help you be well-organised, in tune with local need and make resources last longer.

With expertise in performance, planning and quality and a track record in supporting community based activity, we can work with you



- Quantitative and Qualitative Research
- Evaluations and Monitoring Systems
- Supporting staff, volunteers and board members with skills and organisational issues
- Advice on legal issues and structures
- Project Management
- PQASSO mentoring & training towards Quality Mark
- Training on sustainability and viability

"No enterprise can exist for itself alone. It ministers to some great need, it performs some great service, not for itself, but for others; or failing therein, it ceases to be profitable and ceases to exist."

Calvin Coolidge

More Clients we have worked with:

Oxfam Cymru
Carmarthenshire County Council
QWEST, University of Wales,
Newport
Keep Wales Tidy
Wales Cooperative Centre
Community Development Cymru

We are here to listen to your ideas... How can we help?

Jan's company won the contract due to imagination and hard work that they put into the initial draft study as well as her personal warmth that we knew would be appreciated when consulting members of disadvantaged communities. The project resulted in successful completion within six months.

"I found Jan and her team to be precise in their working methodology as well hard working and ambitious in achieving and surpassing their set targets and outcomes".




Cotyledon
Community Interest Company

www.cotyledon.co.uk

Our Memberships:

Welsh Social Enterprise Coalition
Social Return on Investment Network
Welsh Council for Voluntary Action
UK Evaluation Society



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