Course Information

Level 3 Certificate in Fundraising Practice
Welcome to FSI Accredited Learning

We’re delighted that you are considering the FSI to pursue a fundraising qualification. This document includes essential information about the Level 3 Certificate in Fundraising Practice. If you have any queries please contact our Head of Learning & Business Development, Janine Edwards in the first instance:

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About the FSI

The FSI has grown to become to the UK’s largest provider of free capacity building services to the small charity sector, delivering capacity building skills to small charities through a year-round programme of training and conference learning. These programmes now encompass all the disciplines of fundraising alongside the key back office skills to build sustainable charities ready to adapt to the demands of their beneficiaries and communities.

We are committed to delivering high quality, training for small charities and we can now offer charities of all sizes, the opportunity to access fundraising qualifications accredited by Edexcel.
About FSI Accredited Learning

FSI Accredited Learning offers you a Level 3 Award or Level 3 Certificate in Fundraising Practice, accredited by Edexcel. These are vocational qualifications designed to allow you to gain key skills to underpin your fundraising role.

Level 3 Certificate in Fundraising Practice: Course Structure

The Certificate offers you six units totalling 30 credits. We anticipate that you can complete the Certificate in 12-18 months.

Cost of the Award: £1180 + VAT per person.

Delivery: The course is delivered as five full-day taught sessions, supplemented by self-study, tutorial and research activity. Small charities who are eligible for our free services and support can choose dates from our open training calendar. For charities who do not meet our small charity criteria, we will deliver the taught sessions on our premises for your team (minimum 4 delegates for in-house training).

Requirements of the Award:

1. Attend three FSI training courses:
   > Developing Your Fundraising Strategy
   > Building a Core Case for Support
   > Stewardship

2. Select and attend two additional optional courses from the list below:
   > Developing Corporate Relationships
   > Fundraising from Trusts & Foundations
   > Introduction to Major Donor Fundraising
   > Successful Fundraising Events
   > Legacy Fundraising

3. Complete additional self-study, tutorial and research activity.

4. Complete assessment activities for each unit.

Learners will gain the following units:

- A/503/1539: Develop a Plan for Fundraising Activities (6 credits).
• M/503/1540: Implement a Plan for Fundraising Activities (3 credits).
• M/501/3927: Budgeting for the Business (3 credits).
• T/503/1541: Maintain and Enhance Relationships with Supporters of Your Cause (6 credits).

Plus two units corresponding to the two optional courses chosen (each with a value of 6 credits).

Level 3 Certificate: Assessment

There are a number of assessment tasks that you need to complete for the Level 3 Certificate in Fundraising Practice. All assessment tasks have been designed to provide practical, real-world examples for you, building on the activities and exercises during taught sessions. You will be supported through the course to compile a portfolio of evidence demonstrating achievement against the assessment criteria.
Who is FSI Accredited Learning for?

Fundraising is a key skill for all charities – whether you are a large, well-established charity or a small grassroots community group, the need for expertise in this area has never been greater. Funding from local, regional and central government sources has been dramatically cut and individual giving has also dropped. Organisations are looking for ways to improve their income streams from a diverse range of sources, and developing your skills in this area through the FSI Accredited Learning will ensure that you are placed to meet the increasing demand for skilled and experienced fundraisers in our sector.

The Level 3 Award and Level 3 Certificate in Fundraising Practice are aimed at candidates who:

- are currently working or volunteering in the charity sector in a fundraising role and would like or require a fundraising qualification to demonstrate their knowledge and skills; or
- are just starting out in the charity sector in a fundraising role and would like a comprehensive overview of key fundraising topics and fundraising qualification; or
- are seeking a career in the charity sector and want to secure a fundraising qualification to support their career development;

The Level 3 Award and Certificate programmes are suitable for those who work or want to work in roles such as:

- Fundraiser
- Fundraising Coordinator
- Fundraising Officer
- Fundraising Support Officer
- Fundraising Manager

There are also more specialised roles which focus on a specific type of fundraising activity. The Certificate programme will provide learners the opportunity to focus on a particular fundraising specialism, for example:

- Major Donors
- Legacies
- Special Events
- Trust and Foundations
- Corporate
About Vocational Qualifications

The way that vocational qualifications are planned and delivered has changed as a result of the introduction of the Qualifications and Credit Framework (QCF). The QCF is a system for awarding credit for both full qualifications and units (small steps of learning which can be combined to build a qualification). The flexibility of the QCF system means that learners can gain units and build a qualification at their own rate, along routes that suit them best.

Every unit and qualification has a credit value and a level. The credit value represents the amount of time the average learner would take to complete the unit. The level indicates the difficulty of the unit or qualification, and varies from entry (1) to level 8. There are three types of qualification:

- Awards (1 to 12 credits)
- Certificates (13 to 36 credits)
- Diplomas (37 credits or more)

You can have an award, certificate or diploma of any difficulty level from 1 to 8. This is because the type indicates the size of qualification, not its difficulty. Diplomas will take longer to complete than Certificates, and Certificates longer than Awards.