

# ActivityForum

“The network functionality and ease of use meant we were able to improve our communications maintaining our contact with our groups and their members in our country wide community”

## ActivityForum Highlights

- Web based Community Network
- Easy to manage and maintain your news and member lists.
- Provides event management, booking and resource management.
- Supports membership renewals via PayPal Debit/Credit Card and Direct Debit.
- E-mail and address label output for member communications.
- Scalable clustered architecture to give control over unlimited and multiple group networks.
- Managed for reliability and performance.

## A powerful solution for Community Groups and Associations

Provides you with a shared base to build your community groups across borders.

- neighbourhood communities
- regions
- towns
- voluntary organisations
- professional bodies
- Non Profit
- social clubs
- sport clubs

Save your time:

- managing membership subscriptions automatically
- e-mail or label printing
- events management and promotion
- share the committee workload
- enjoy peace of mind with system resilience

Some groups collect a large proportion of their annual subscriptions at their head offices with some collection taking place at the local level.

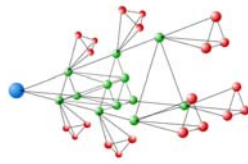
When this happens there can be problems with the local group paying in both cash and cheques at the local bank and the centre not keeping up to date with this income and maintaining the member's payment and renewal information.

With ActivityForum member records can be maintained at the group and at the centre. As the data changes at either location the records are updated accordingly.

The local group can have greater flexibility that helps with member retention and can assist their members by changing their status and payments.

By providing a simple yet common approach to the groups this reduces problems often found with the associations that can ill afford the staff and infrastructure to manage both the head office and the remote groups. The common approach gives the centre the ability to provide significant benefits to the remote groups as an incentive to adopt the member management system.

The incentive comes in the form of easier communications, reduction in the reporting required to the centre. The ability to share events with other groups that are close, and a local website for those that wish to have one.



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## Building Community

ActivityForum is designed to support the natural growth of online and offline communities, through a range of linked facilities.

Social contact is an important ingredient in the building of these relationships ActivityForum is an enabler to maintaining these contacts, through it's built in web pages, forums, news and event management.

With this easy to use tool groups can both achieve a higher level of member retention without passing on increased workloads to their volunteers.

ActivityForum gives the community's organisers the tools to manage their activities quickly and effectively. Leaving them more time to do what they are good at.

## Membership Management

Membership management in complex structures such as networked groups requires some special functionality. For example the integrity of the members relationship with other groups has to be maintained, special relationship, where members can be a in more than one regional group have to be recognised.

Synchronisation of the group fee categories has to be automatic whilst retaining the ability to be flexible at the local level.

ActivityForum is flexible and copes easily with different payment schemes. Payments or reminders are handled automatically with the due dates being managed by the system.

Making sure the subscriptions are paid and reminding the late payers is the key to the continuing survival of membership groups.

For an affordable solution to maintaining your membership lists ActivityForum provides the answer. Many organisations collect their fees to support the expense of running their association. In these cases the savings made through ActivityForum can be less than the ActivityForum annual operating charge

## Event Management

ActivityForum has helped and supported a number of groups in deprived areas that in turn received financial support from local authorities, central government and charities.

These groups rely on seed funding from these sources, for long-term survival. They not only have to raise money from member subscriptions but also income from events.

The built in event booking facility also allows attendance at events to be tracked and reported to supporting organisations.

## Payment Processing

If your fees paid by cash, cheque or standing order you can enter these manually, updating the renewal dates at the same time

If you have a large number of members you can collect fees via Credit Card or Debit Card

You have an option of a number of payment providers. These will collect the subscriptions due and pay the amount directly into your bank account.

Payment Processing also supports an automatic renewal on the next payment date.

For registered charities ActivityForum provides the Gift Aid function supporting Gift Aid claims from the Inland Revenue.

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