



# Refugee Support Grant

Group Guidance & Criteria

## Refugee Support Grant Group Guidance

### Introduction

Asda's charity, Asda Foundation, is committed to supporting local communities through grant giving. In light of the recent conflict in Ukraine, we are extending our Empowering Local Communities Grant to enable us to better support refugees joining communities across the UK.

This grant is designed to support a broad range of activities helping to support these communities and help individuals and families to settle into their new surroundings and enable them to thrive in these communities.

### How do Asda Foundation grants work?

Each Asda superstore has a Community Champion, and their role is to support groups and projects within the community, as well as managing Asda Foundation grant applications. The Community Champion in your local superstore will support you in completing your application and will submit the application to the Foundation on your behalf, we cannot accept application direct from groups.

Please use the Asda Store Locator on the Asda Foundation website [here](#) to contact your local store and speak to your Community Champion about how we might be able to support you.

**This document aims to support you through the application process and contains information relating to:**

- **Is my group eligible for a grant?**
- **Grant overview**
- **How much can my group apply for and when?**
- **Criteria and options**
- **How to apply**
- **What happens after submission?**

Before completing an application form, you'll firstly need to make sure your group and project meets the eligibility criteria below.

Is my group eligible for a grant?

## Group Criteria

- **Groups applying must meet all the following criteria:**
  - Group must have a presence in and benefit the local community
  - All support must be focused on supporting people arriving in the UK
  - Any equipment funded is the property of the group unless:
    - It will support a family with essentials to start a life in the UK
  - End beneficiaries must be community groups of people
  - Must be not for profit
  - There is no minimum timescale for how long the group has been in existence
- **This grant is unable to support:**
  - Groups based outside the UK
  - Overseas activities or delivery of items abroad
  - Third party grant making organisations (grantees must directly deliver the service/activity).

## Grant overview, criteria and options

This grant is designed to support the broad range of community needs to help refugees arriving in the UK. On our Empowering Local Communities application form, please apply under the 'Building Resilient Communities grant option.

### Building Resilient Communities

Supporting community groups with the equipment, essentials and facilities to enable activity to take place. This might be enhancing what is already available, providing core items or enabling something new to be created.

## How much can I apply for and when?

- Groups may apply for one grant to support refugees during 2022 (this is in addition to one successful Better Starts and/or Empowering Local Communities grant for non refugee purposes).
- Minimum of £500, maximum of £1,500 for community activities.
- Maximum of £500 for supporting a family sponsored by a community group.
- Application forms and accompanying documents must be submitted to your local Community Champion and can be submitted at any time throughout the year, there are no deadline dates in place for this grant.
- Applications can take 6-8 weeks to process, but priority will be given to these grants over our other grant programmes.

## One off costs for specialist support

Groups may need the help of experts to deliver and achieve their ambitions. In these cases, Asda Foundation will consider funding these costs.

*Examples (not exhaustive):*

- *A language teacher to support refugees learning/improving their English skills*
- *A translator to help families get setup*
- *A counsellor to support people with mental health support*
- *Play therapists*

## Funding Examples

- Essentials packs for families arriving in the community. Packs might include: personal hygiene items (shampoo, shower gel, sanitary products etc)
- Home-starter packs. Packs might include: bedding, cutlery, towels, kitchen utensils
- Basic furniture for a family (max £500)
- Items for a clothes bank
- Evening English language classes
- Youth club for children
- Pre-school play scheme

Here are some specific examples of what we would and would not fund (not exhaustive):

Examples of what we would fund	What we would not fund
<ul style="list-style-type: none"> <li>• Expert costs (teachers, counsellors etc)</li> <li>• Food items</li> <li>• Hygiene items</li> <li>• Equipment for service users</li> <li>• Activity packs</li> <li>• Games</li> <li>• Bed frame and mattress</li> </ul>	<ul style="list-style-type: none"> <li>• Running Costs</li> <li>• Ongoing Salaries</li> <li>• Day trips</li> <li>• Transport</li> <li>• Volunteer Expenses</li> <li>• Gift card/voucher</li> </ul>

## How can my group apply?

- Contact your local Community Champion to discuss the grant and to see if you are eligible.
- If your group and project is eligible to apply, complete an application form available from your local Community Champion by hand or digitally.
- All signatures should be physical – if possible. If a digital or typed signature is used, then you must agree to the statement and send it in an email to the Community Champion when you submit the application form.
- Ensure you complete the Empowering Local Communities application form.
- Read the Empowering Local Communities step-by-step guide to filling in an application form available on the Asda Foundation website.
- Once you have completed the application form, return it to the Asda Community Champion. If criteria is met and they are happy to support the application, they will sign and submit to the Asda Foundation.

## What to include

- Completed application form
- Bank statement/paying in slip – we do not need to see transactions but we need to verify the payee name for the cheque by looking at the account name, which should be visible.
- Group documents – constitution, club rules, etc.
- If you are not a registered charity, you'll need to provide confirmation that you are a not for profit group.
- Digital signature declaration (if not providing a wet signature).
- Ringfencing confirmation (if group name and payee name are different).
- No quotes needed. We do however recommend groups create a shopping list for indicative costs and complete the funding breakdown in the application form. Take a look at an example application form on our [website](#).

## Terms and conditions

- Asda Foundation will continuously review uptake of this grant stream and reserve the right to close the grant round early if the budget is reached.
- Community Champions may not be able to support every group that expresses an interest in this grant. Each superstore has a limited budget and therefore Community Champions reserve the right to decline an application if their store budget is reached or the project doesn't meet criteria.
- If items are applied for which do not meet criteria, we may automatically remove and deduct this part of the request. Please be aware if ineligible items are applied for, you risk the application being unsuccessful.
- Funding is not guaranteed and an application is not a guarantee of success, all applications are assessed by the Community Champion and Asda Foundation and you will be notified of the outcome.

## What happens after submission?

Asda Foundation aim to process an application within 6 weeks of receiving an application from the Community Champion.

If Asda Foundation requires further information, Community Champions will be contacted. If the team are unable to get a response from the Community Champion, we may contact your group directly.

Approved grants: Once a grant has been approved by the Asda Foundation the Community Champion will be notified by email. Grants (which will be paid by cheque) will then be sent directly to the successful group.

Community Champions may then arrange to visit and present the giant cheque. They may also wish to get feedback about the impact of funding and take photos (subject to your permission).

Unsuccessful grants: If a grant is unsuccessful, you will be notified by the Community Champion and given feedback.

Retired grants: If Asda Foundation is missing information or does not receive a reply from the group or community champion about additional information required, the grant will be retired at the end of the grant round. You will be notified by the Community Champion