

Bringing Communities Back Together Grant

Group Guidance

The last eighteen months have been incredibly challenging for many people in the UK. Throughout this time, the Asda Foundation and Community Champions have worked with dedication and perseverance to support local people and their communities. Now, as we move into the summer months and social distancing restrictions are due to ease, we are pleased to introduce a new grant which will be targeted at reuniting communities, celebrating togetherness, and supporting groups as they resume their activities in person again.

The 'Bringing Communities Back Together' grant will provide financial aid to local groups in two phases. Phase 1 July – September and phase 2 October – December; either through a celebration event (following social distancing guidelines) or by getting their activities and services back on track. Groups who cannot physically be back together, but whose activities are still open and available to the community, may also be included in this award.

This guidance is applied to phase 1 only. Further guidance for phase 2, October – December activity will launch in August 2021. Further information will follow.

This guide is to assist and support you through the application process. The Community Champion in your local store is also able to support you in completing your application.

This document contains information relating to:

- **How Asda Foundation grants work**
- **The Bringing Communities Back Together Grant**
- **Is my group eligible for a grant?**
- **Social Distance Guidance**
- **How to apply**
- **When to apply**
- **Criteria**
- **Grant Examples**

How Asda Foundation grants work

Asda Foundation supports local grass roots organisations to transform communities and improve the lives of people living within the Asda community.

We welcome applications from not-for-profit groups which:

- Have a presence in the local community and / or work to benefit that geographical area
- Are local to an Asda store
- Have the aim of bringing people back together as social distancing guidelines have eased
- Ensure that everyone has an equal opportunity to become involved
- Are UK based

This grant stream does not support:

- Individual people
- Government funded schools, nurseries, and colleges. (However, PTAs, school support groups etc supporting extra-curricular activities are eligible to apply.)

Each superstore has a Community Champion, their role is to support projects within the community and support bringing people together. They manage all applications for Asda Foundation grants. **The Asda Foundation do not accept applications sent directly from community groups.**

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

Funding decisions will aim to be made within six weeks of the application being received by Asda Foundation from a Community Champion. Funding is not guaranteed, you will be notified in writing of the outcome.

Bringing Communities Back Together Grant

There are three options within this grant. Groups must be clear from the outset which option they intend to apply for: **Celebration Event**, **Getting Activities Back on Track**, or a **Combination** of both.

The three options available within this grant stream are detailed below:

Celebration Event	Getting Activities Back on Track	Combination (Of Both)
<p>Examples:</p> <ul style="list-style-type: none"> • Welcome Back Party • Community Celebration 	<p>Examples:</p> <ul style="list-style-type: none"> • Gardening Clubs • Sporting Groups & recreational activities • Lunch Clubs 	<p>Groups wanting to apply for funding for both a celebration event and getting activities back on track</p>

- Groups may apply for **one grant only** to the **maximum value of £1,000 and minimum of £250 per grant**.
- Groups can apply for one grant across the whole of Bringing Communities Back Together grant stream (either during phase 1 July -September or phase 2 October – December).
- All phase 1 grant activities and events must take place between **1st July and 30th September 2021**.

	Grant Opens	Groups Submit Applications to Community Champion	Event / Activity Window
Bringing Communities Back Together – Phase 1	17 th May	Between 17 th May and 16 th August	Between 1 st July and 30 th September
Bringing Communities Back Together – Phase 2	August	September	Between 1 st October and 31 st December

- If government guidelines change and Covid restrictions return, this grant round will be paused. We will communicate with all groups and community champions to advise what the next steps will be.
- The following will not be funded as part of this grant – Venue Hire, Utility Bills, Storage, Salaries, Promotional Costs, Coaching or One-Off Kit, Training Kit, Alcohol, Toys, Raffle Prizes, Excursions, Transport Costs.
- We will not accept applications for Volunteer Celebration events but will support funding volunteer networking events that would enable future work in the local community to be completed.

- Decoration and/or Entertainment only costs. Applications should focus on bringing people together not focus on the extra. E.g., majority focused on food

Asda Foundation has allocated a budget to this grant, once this allocated budget is reached the grant will close, **this may be before the closing date**. To ensure consideration of your application, please submit to your Community Champion as early as possible, with enough time for the Community Champion to review and submit to Asda Foundation.

Is my group eligible for a grant?

To be eligible to apply for this grant, your group must be one of the following:

- A Charity
- A Not-for-Profit Company
- A Community Interest Company (CIC)
- An Unincorporated Club or Association

And

You must be able to:

- Provide a clear rationale for how the grant funding will be used in the local community
- Provide proof of payee name (this could be a redacted bank statement or paying in slip. We do not need to see transactions)
- Provide an estimate of spend for the items/activities you wish to fund
- Provide at least one accepted document as per the table below:

Type of Group	Accepted Documents
A Registered Charity	Charity number Constitution
A Registered Company	Company number Memorandum of Association and Articles of Association
Community Interest Company (CIC)	Company number Constitution Memorandum of Association and Articles of Association
Unincorporated Club or Association	Constitution Club Rules

Social Distance Guidance

Groups must ensure that all health and safety guidance / government guidelines and social distance requirements are adhered to during your activities as the Asda Foundation cannot be held responsible.

Funding is not guaranteed until you have received confirmation. **Submission of an application is not a guarantee of success.**

How to apply?

- To apply for an Asda Foundation Grant, you must **fully complete an application form**. There are two different application forms, one for groups who are Government Entity organisations, and another for groups who are Non-Government Entities.
- The application forms are only available from your local Asda store - ask for your local Community Champion, and **ensure you fully complete the correct form**. We cannot accept applications made on the wrong forms.
- Please read the step-by-step guide available on the [Asda Foundation Website](#) which takes you through the application questions one by one.
- Once you have completed your sections of the form, it must be returned to the Asda Community Champion, and, if all criteria are met, they will forward it to the Asda Foundation for consideration.
- The Community Champion will notify you when your application has been sent to the Asda Foundation. Your application will be considered within six weeks from the date your Community Champion submits it to the Asda Foundation. You will be notified via email if your application is successful, all grant payments will then be made by cheque.

We are here to support you, so please do not hesitate to contact your Asda Community Champion if you have any questions about your grant application. If you do need to seek support from your Community Champion when completing your application, if possible, please do so via the telephone, email or zoom as we are trying to reduce interactions in store to protect colleagues and customers.

When to apply?

Applications can be submitted to the Asda Foundation from 3rd June until 20th August 2021 and **MUST** be forwarded with its accompanying documents. You may work with your Community Champion on your application prior to 3rd June.

Your Community Champion will send you a confirmation email when they have completed their checks and submitted your grant application to the Asda Foundation. Asda Foundation aim to process applications within six weeks of receiving them. Please ensure you include all the required documentation and detail to avoid delays to your application

Will receive an update with the result of your application from the store Community Champion. If successful, the grant will be paid to you via cheque. Cheques will be sent direct to you in the post.

It is suggested that groups submit applications to the Community Champion prior to 16th August to allow the store time to process and submit to the Asda Foundation prior to the deadline on 20th August.

Applications must be received by the Asda Foundation at least six weeks prior to your event date to ensure successful applicants receive the grant money prior to the event, and all events **MUST** take place between 1st July 2021 and 30th September 2021.

Criteria

There are three options available with the Bringing Communities Back Together grant stream. They are as follows:

- Celebration Event
- Getting Activities Back on Track
- Combination (Of Both)

Celebration Event

'Being together' should be the focus of this activity. It is designed for groups and communities who have been separated by Covid, enabling them to reconvene and celebrate. This celebration could be cultural, religious, shared interest or it could also just be an opportunity for people to reconnect.

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

What we would fund	What we would not fund
<ul style="list-style-type: none"> • Meals for the get together • Decorations £50 maximum • Meal element £12.50pp maximum • Entertainment £125 per application 	<ul style="list-style-type: none"> • Toys/gifts including raffle prizes • Only entertainment • Only decorations • Volunteer parties only • Alcohol • Running Costs/Salaries • Venue Hire

Getting Activities Back on Track

Getting groups back together to enjoy their various interests is the aim of this option. This could include the Elderly, Sporting Groups, Arts & Crafts aficionados, or those with other hobbies and pastimes.

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

What we would fund	What we would not fund
<ul style="list-style-type: none"> • Sport or physical activity equipment • Training or Playing kit for teams (All kit must have Asda Foundation logo with costs included in budget) – Community Champions will be able to support with logo images. • Kit and equipment combined • Art and craft materials. 	<ul style="list-style-type: none"> • Solo/Individual sporting activities • T shirts for one off events or presentations • Single sporting season use • Tour kit for limited games • Training bags • Prizes or medals • Teams with other existing retail sponsors • Publicity • Alcohol related activities

Combination (Of Both)

This would enable groups and communities to celebrate being back together, whilst also funding the replacement of some tools, equipment, kit etc.

***See above for examples of what we would not support.**

If you are unsure of whether your proposed activity would meet criteria, please speak to your Community Champion to discuss.

Grant Examples

a) Celebration Event

'Being together' should be the focus of this option. It is designed for groups and communities who have been separated by the virus, enabling them to reconvene and celebrate. This celebration could be cultural or religious, it could also just be an opportunity for people to reconnect.

Scenario: An elderly lunch club, all of whom have been separated due to vulnerability, want to hold a gathering to get everyone back together. The (socially distanced) party would be held at their usual Community Centre, and would entail a meal, plus some entertainment.

Scenario: A community group have decided to remain apart due to the pandemic but would still like to have a summer party via zoom. An afternoon tea will be delivered to each member.

b) Getting Activities Back on Track

Getting groups back together to enjoy their various interests is the aim of this option. This could include the Elderly, Sporting Groups, Arts & Crafts aficionados, or those with other hobbies and pastimes.

Scenario: A local Under 10s Football Team would like to resume their delayed season's play by updating their tired kit and equipment. An Asda Foundation grant would enable them to purchase new strip for the children, plus replacement balls and nets.

Scenario: A PTA wants to create a garden for the primary schools it supports. They want to encourage the children to be active and learn about nature and then use the vegetables in some after school cookery classes with parents. They request tools for the garden, a polytunnel and some seeds.

c) Combination

This would enable groups and communities to celebrate being back together, whilst also replacing some tools or equipment.

Scenario: A local art and craft club would like to hold an Afternoon Tea to celebrate being back together. They would also like to purchase some additional equipment and art supplies.

Scenario: An adult's cricket team have lost their sponsor during the pandemic and need help getting back on their feet. They apply for some kit and refreshments for a start of season celebration.