

# Asda Foundation Investing in Spaces and Places Grant

## Group Guidance

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### What is the Investing in Spaces and Places grant?

Investing in Spaces and Places is a new higher value Asda Foundation grant for local groups aimed at improving community spaces and places where local people can be together and thrive. The first round of Investing in Spaces and Places Grants launch in October 2021 and will be awarded in June 2022.

We know that small grass roots organisations play a vital role in their community, making positive change and improving people's lives every day. These vital groups understand the needs in their community and are constantly adapting to meet those needs. The challenge for many groups is having the appropriate space and place to bring people together to deliver this fantastic work.

Asda Foundation understands there are lot of spaces within communities which need a little love and funding to be a space which lots of groups can benefit from and be together. Therefore, Asda Foundation will be supporting communities across the UK with an investment to help groups improve these spaces through this brand-new grant.

Grants awarded will be between £5,000 and £25,000 towards improving community spaces in local communities across the UK.

There is a limited funding allocation for each Asda region. Please read the guidance fully and if you meet criteria and have a project in mind, talk to your local Community Champion. Further information about the application process is below.

This document contains information relating to:

- Criteria
- Guiding principles
- What can be applied for
- What cannot be funded
- How it works - application process
- How to apply

## Criteria

Asda Foundation supports local, grass roots, community led organisations that are making a positive difference in their local area and improving the lives of people living within the Asda community.

Groups can be considered for an Investing in Spaces and Places Grant if they meet the criteria below.

### Key Criteria

1. Groups applying must be not for profit
2. The end beneficiaries must be people within the local community
3. Group must have a presence in the local community around Asda stores and its work must benefit that local community
4. The space and/or place requiring funding is used by multiple groups, regularly
5. Groups must have an existing relationship with their local Asda store

### Finances

Group Accounts:

- For stage 1, groups need to confirm they have an annual income of under £250,000
- For stage 1, groups need to confirm they have no more than £100,000 in total in unrestricted reserves (in addition to contingent running costs if applicable)
- All groups must have a bank account in their group name
- For groups that make it through to the final stage, we'll need to see recent group accounts but will work with groups directly at that point to obtain the required documentation

Funding the project:

- Asda Foundation will only part-fund a project, we're not able to fully fund a project
- Groups must raise at least 50% of the total project cost from other sources
- We will not support applications which include loans to cover remaining project costs
- Groups may apply for funding between £5,000 and £25,000

### Building/Space Status:

Groups must either:

- Own and have full responsibility for the upkeep and maintenance of the building/space

Or

- Lease and have full responsibility for upkeep and maintenance with at least 10 years remaining (exceptions to this time period must be discussed between Community Champion and the Asda Foundation team before proceeding with Stage 1 Questionnaire).

### Undertaking the work:

- All work that Asda Foundation is funding must be completed by 31<sup>st</sup> May 2023. Any awarded money not spent by this date may be recovered and reinvested in future Asda Foundation grants

## Guiding Principles

We appreciate that each group is different, the need in each area is different and every group will be reviewed individually. However, there are some common factors we think are important for any organisation we support.

We are looking for the following common factors in all the organisations we fund:

<p style="text-align: center;"><b>True to their community mission</b></p> <p>Organisations which are clear on what they aim to achieve and consistently strive towards achieving it.</p>	<p style="text-align: center;"><b>People Centred</b></p> <p>They are people focused and place individuals at the heart of what they do and why they do it. They promote equality, inclusivity, and diversity.</p>
<p style="text-align: center;"><b>Efficiently Run</b></p> <p>A well run and organised group who have processes in place to comply with not-for-profit requirements and have the skills and ability to do what they aim to achieve.</p>	<p style="text-align: center;"><b>Local Focused</b></p> <p>The space is focused on the local community, delivering services and support to multiple beneficiaries and tackle the needs locally adapting to change to remain relevant.</p>

## What can be applied for

This grant is aimed at improving community spaces and places where local people can be together and thrive.

The group needs to own or lease the land/premises and it must be located within the community that the group is based.

There are three options within this grant, groups can apply for one option or a mixture of all three:

1. Building Repairs
2. Building Improvement/Development
3. Outdoor Improvement/Development

### **1. Building Repairs**

This option is focussed on spaces and places which already exist but are in disrepair and therefore limit the usability, safety or level of expectations for others to use the space. The repair may be external or internal and maybe due to age, vandalism, abandonment. It may also be more than one item/issue which needs repair.

Examples include, but aren't limited to:

- Roof repairs
- Doors and windows repairs/replacement
- Central heating replacement
- Electrical wiring upgrade
- Plumbing repairs/replacement

**Example:** A community centre has a room which currently isn't being used by the community because there is a leak which has damaged the ceiling and made the electrics unsafe due to water damage. The project will repair the damaged section of the roof, rewire the electrics, repair and decorate the ceiling and replace the flooring which was damaged during the leak. Once complete the community centre will be able to use the room once again, it is anticipated the room will be used by a range of community groups including: rainbows, music and dance baby group, a mid-week coffee club and a painting class.

### **2. Building Improvement/Development**

This option is focussed on enhancing a space which is already in use, but the improvements will enable more people/groups the opportunity to use the space or it may enable new groups to use the space following the improvement completion.

Examples include, but aren't limited to:

- New kitchen
- Improving toilet facilities
- Extension on a building
- New flooring
- Developing an unused internal space
- Improving disabled access and facilities
- Security features to keep the space and place secure
- Creating a tech hub and enhancing technological capabilities

**Example:** A church has a community space which has been used as storage but could be used by the community as a space to meet with some modernisation. The space needs new flooring, complete redecoration, lighting, tables, chairs and storage cupboards for the groups to use. There is also space

to create toilets and a small kitchen area to provide running water and a fridge. Once complete, the church will use the space for church meetings and events but will also offer the space to local community groups who struggle locally to find somewhere to meet, the local sewing group and community counselling service have already expressed interest in using the space.

### **3. Outdoor Improvement/Development**

This option is focussed on developing outside space for the benefit of the community. Evidence has suggested communities with access to green space have improved mental wellbeing and outdoor space can also improve socialisation and reduced isolation. Since the pandemic outdoor space has also adapted to become learning environments and conservation work to protect fauna and flora. We are looking for outdoor space which benefits everyone and can be accessed by large groups of people.

Examples include, but aren't limited to:

- Play area development / upgrading safety features
- Community gardens
- Transforming wasteland into usable space
- Allotment space

**Example:** The parish council has identified some wasteland for regeneration next to their village hall in an urban area. They want to build raised vegetable beds, install a greenhouse and add benches and tables for the local community to use. Plants and trees will also be planted to encourage birds, bees and wildlife and a water tap and power source will be installed. Once the works are complete, the local school will use the space to teach children about healthy eating and how to grow vegetables, the local walking group has expressed an interest in helping to maintain the space and a community kitchen will use the produce in their cooking classes. The space is open to all and everyone will be able to spend time in the garden.

**For all three options, costs can include but aren't limited to:**

- Materials
- Tradespeople to undertake the work
- Equipment purchases and/or equipment rental

## What we do not Fund

Please read this section carefully to avoid disappointment.

### We do not accept nominations from groups which:

- Benefit people/communities outside of the UK
- Where animals are the main beneficiaries
- Cannot demonstrate charitable work in the local community
- Have an annual income over £250,000
- Have unrestricted reserves above £100,000
- Are a Government Entity and funded solely by the Government

### Grant money cannot be used for the following:

- Projects which don't focus on a space and place to be together
- Insurance
- Utility bills
- Development costs, including architect, plans and scoping costs
- Building regulation checks/applications
- Ongoing running costs of the group
- Transport
- To develop a space or place not owned or leased by the group applying
- Purchase of building assets
- Space which has restricted access Eg. Behind a locked gate
- Space which is used infrequently or by a limited number of beneficiaries

### We will not support:

- Applications which involve loans or social finance to fund the project
- Applications which are only for the benefit of one individual person and/or one specific group.
- Work that has already taken place or has already started
- Work usually considered a statutory responsibility eg. Council building
- Grant making organisations, the group must directly deliver to the community

## How it works - application process

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

The application process is very different to other Asda Foundation grant streams and activity as this is an *Asda Regions* funding opportunity, rather than an individual store opportunity. The application process is in five stages (outlined below) and funding will be awarded based on an assessment of need across the region as a whole, rather than on a store-by-store basis.

The five stages are:

- **Stage 1** (October/November/December) – conversations between community colleagues and local groups about higher value needs/projects. Projects will be discussed as a region and Eligibility Questionnaires submitted by Community Champions by 09/01/2022.
- **Stage 2** (January 2022) – Asda Foundation will assess all nominations and create a shortlist.
- **Stage 3** (February 2022) – Regional Team Meetings will be held to vote on the projects making it through to the final stage.
- **Stage 4** (March-April 2022)– Final shortlisted groups invited to complete full application.
- **Stage 5** (June 2022) – Successful groups notified, and grants sent.

	Stage Open:		Stage Closes:
<b>Stage 1</b> Nominations Submitted	22 <sup>nd</sup> October		9 <sup>th</sup> January
<b>Stage 2</b> Asda Foundation assessment and shortlisting	10 <sup>th</sup> January		31 <sup>st</sup> January
<b>Stage 3</b> <b>Regional Shortlisting Meeting with Regional Colleagues and Asda Foundation</b> Dates throughout February/March			
<b>Stage 4</b> Shortlisted groups invite to full application.	February	Following Regional Panel Meeting	April 2022 (or 5 weeks from receiving invitation)
<b>Groups successful after Stage 4 will be notified of the funding outcome by 3<sup>rd</sup> June 2022 and first payment of 80% will be made towards the end of June 2022.</b>			



## How to Apply

If you have a project in mind that could benefit from a higher value grant and you meet all the criteria outlined above, you are welcome to contact your local Community Champion to discuss your project. You can use [Asda Store Locator](#) to find the details for your local superstore.

If the local Community Champion would like to nominate your project, they will be back in touch to complete a Stage 1 Eligibility Questionnaire with you.

There is a limited funding allocation per region, and it is at the discretion of the Community Champion as to whether they put your group/project forward as a nomination for this grant opportunity – a submission of interest is not confirmation of success and funding is not guaranteed.

We know every local group nominated will be delivering fantastic work locally and making a positive difference however it won't be possible for us to fund every nominated project. We will provide feedback to groups that aren't shortlisted with the aim of helping with future applications to Asda Foundation or other funders.