

Bringing Communities Back Together Grant Phase 2

Group Guidance

At the start of summer 2021, we launched phase 1 of the Bringing Communities Back Together grant stream. We are now ready to launch Phase 2, which includes updated criteria and guidance.

In phase 2, we will continue to reunite communities, celebrate togetherness, and support groups as they resume their activities again. Asda Foundation is looking to support grass roots community groups in need which support, help, and encourage inclusiveness for all. Asda Foundation is looking to fund the core needs to improve lives and ensure all communities thrive.

In addition, there is new element 'Essential Support' which is aimed at helping groups who are supporting the immediate needs of people in their local area from October to December, including Christmas. With this new element included, this is one of our broadest grants, empowering communities to apply for what is important to their community, enabling us to help and support more groups in the most relevant way possible.

You will be able to work with ASDA Community Champions to prepare applications from 16th August. The Asda Foundation will accept applications from ASDA Community Champions from 1st September. All applications must be submitted through an ASDA Community Champion.

Phase 2 funding is for activities taking place between 1st October and 31st December 2021.

This document contains information relating to:

- **How Asda Foundation grants work**
- **The Bringing Communities Back Together Phase 2 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
- Aim to provide the 'core needs' for their community
- Are UK based

Groups applying must meet all the following criteria:

- End beneficiaries must be community groups of people
- Group must be not for profit
- Group must have a presence in the local community and its work must benefit that local community

This grant will not support:

- Non-UK based groups
- Groups where the end beneficiary is an animal
- Individual people
- Government funded schools, nurseries, and colleges. (However, PTAs, school support groups etc supporting extra-curricular activities are eligible to apply.)
- Elitist activities which are non-inclusive for all

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 superstore 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 with all relevant attachments included from a Community Champion. Funding is not guaranteed, you will be notified in writing of the outcome. Funding will not be provided retrospectively for any events or purchases that have already taken place.

Any applications received without all the required documentation will result in delays beyond the six-week process promise. Please ensure you include everything required when submitting your application form.

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

Bringing Communities Back Together Phase 2 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 **Essential Support**.

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

Celebration Event	Getting Activities Back on Track	Essential Support
<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>Examples:</p> <ul style="list-style-type: none"> • Community Food / Hygiene Banks • Mental Health Awareness Groups <p>Homeless Shelters</p>

* Or a combination of the three.

- Groups may apply for **once only** to the **maximum value of £1,000 and minimum of £500 per grant**.
- If a group was successful in a phase 1 application, they could only apply in phase 2 for Essential Support.
- Groups which didn't apply in phase 1, can apply for any of the three options in phase 2.

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

Please note: 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.

- This grant cannot be used for the following:
 - Storage
 - Ongoing Salaries
 - Promotional Costs
 - Non-Match Day Kit
 - Alcohol
 - Raffle Prizes
 - Excursions/Day Trips/Restaurant Meals

- Transport Costs
- Insurance
- Memberships
- We will not accept applications for Volunteer only 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 grant round 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	Documents you MUST include. We cannot process your application without these:	Charity/Company Number
Registered Charity	<ul style="list-style-type: none"> • Governing Documents • Bank Statement 	*
Company	<ul style="list-style-type: none"> • Memorandum and Articles • Bank Statement 	*
Community Interest Company CIC	<ul style="list-style-type: none"> • Governing Documents • Bank Statement 	
Unincorporated Club or Association	<ul style="list-style-type: none"> • Constitution or Rules of the Club • Bank Statement 	
Small Community Group	<ul style="list-style-type: none"> • Written Letter confirming the group is not for profit. • Website/Social Media details. • Bank Statement 	

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.

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.

Please ensure you include:

- Completed application form
- Bank statement or paying slip (payee name visible, values can be redacted)
- Group documents (articles of association, club rules etc)
- Digital signature statement (if not providing a wet signature)
- 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.
- If additional information is required to process your application, you will be contacted by your Community Champion or directly by Asda Foundation.

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.

When to apply?

Applications can be submitted by the ASDA Community Champion to the Asda Foundation from 1st September until 5th November 2021 and **MUST** be forwarded with its accompanying documents. You may work with your Community Champion on your application prior to 1st September.

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**

You will receive an update with the result of your application from Asda Foundation. If successful, the grant will be paid to you via cheque. Cheques will be sent direct to you in the post. We cannot currently offer alternative payment methods.

It is suggested that groups submit applications to the Community Champion prior to 1st November to allow the store time to process and submit to the Asda Foundation prior to the deadline on 5th November

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 October 2021 and 31st December 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
- Essential Support

*Or a Combination of any of the three.

Celebration Event

'Being together' should be the focus of this option. It is designed for groups and communities who have been separated by the pandemic, enabling them to reconvene and celebrate. This celebration could be cultural or religious, 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"> • Food for the get together This might include: <ul style="list-style-type: none"> • A supermarket shop & food prepped • Afternoon tea delivered • Buffet bought in • Meal element £12.50pp maximum • Decorations £50 maximum • Entertainment £125 per application • One off venue hire • Zoom subscription if celebrating remotely • Petrol for delivery costs for remote activities 	<ul style="list-style-type: none"> • Gifts including raffle prizes • Only entertainment • Only decorations • Volunteer parties only • Alcohol • Running Costs • Ongoing Salaries • Transport • Storage • Insurance • Memberships • Meals out E.g., in a restaurant etc • Day trips E.g., theme park, seaside etc

Getting Activities Back on Track

Getting groups back together to enjoy their various interests is the aim of this option. This could include Sporting Groups, Arts & Crafts aficionados, groups tackling isolation, children's activities, making the community a better place to be (both inside or outside) 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 • Basic playing match 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 • School holiday activities • Decorating items – paint, wallpaper • Basic furniture – table, chairs. 	<ul style="list-style-type: none"> • Solo/Individual sporting activities • T shirts for one off events or presentations • Kit or equipment for use for a single sporting season • Tour kit for limited games • Training bags or Training kit • Non-essential Match Day kit (rain jackets / outerwear etc) • Pub culture sport groups • Prizes or medals • Teams with existing retail sponsors • Publicity • Alcohol related activities • Ongoing salary costs (example receptionist, transportation driver, manager etc)

Essential Support

This new addition to the grant stream is aimed at helping groups who are supporting the immediate needs of people in their local area. This could include supplies for homeless shelters, food hygiene banks (or groups providing relief in this area), mental health and wellbeing support, and debt management support groups.

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

What we would fund	What we would not fund
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<ul style="list-style-type: none"> • Wellbeing packs • Food supplies • Hygiene and toiletry supplies • Clothing and household essential items (bedding and towels) • Holiday/school hunger activity • Soup kitchen • One off professional fee to provide workshops or support (counsellors, debt advisors, nutritionists etc) 	<ul style="list-style-type: none"> • Ongoing salary costs (example receptionist, transportation driver, manager etc) • Publicity • Alcohol related activities • Private healthcare
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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 celebration would be held at their usual Community Centre, and would entail a meal, plus some entertainment.*

Scenario: *A community group have decided to remain a part due to the pandemic but would still like to have a Christmas celebration via zoom. A Christmas meal 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 PTA wants to re-start an after-school club and purchase art and craft supplies, board games and healthy snacks for the children attending.*

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

Scenario: *A local community group are cleaning up the local area and need litter pickers and sacks.*

c) Essential Support

This new addition to the grant stream is aimed at helping groups who are supporting the immediate needs of people in their local area. This could include supplies for homeless

shelters, food hygiene banks (or groups providing relief in this area), mental health and wellbeing support, and debt management support groups.

Scenario: *A local group who wishes to deliver food and hygiene packs to those in need throughout the Christmas period.*

Scenario: *A homeless shelter needs additional support to continue the vital work they do in the community. They want to buy winter coats and sleeping bags and use some money to pay for a one-off debt counselling session.*

Scenario: *A mental health support group require additional support to provide one off counselling for young adults who have been negatively impacted by social isolation. They need the funds to pay for a counsellor to attend group sessions.*