# Application for a community grant – supporting the resettlement of refugees and asylum seekers 2025-2026

## For voluntary, community and social enterprise (VCSE) organisations, town and parish councils, and community groups

Read the [principles](https://beta-edit.southglos.gov.uk/wp-content/uploads/Resettling-Communities-Principles-for-Community-Grants.pdf) before completing this application form.

You will need to complete the following sections:

* Applicant details
* About your project or event
* Funding
* Permissions and insurance policies
* Monitoring and evaluation
* Declaration

### 1. Applicant details

Provide the details for your organisation below. This must be the same information you have used to register your organisation on our online grants system.

**Organisation name:**

**Registered address:**

**Contact name and role:**

**Contact telephone number:**

**Contact email address:**

**Website:**

**Social media accounts:**

Answer ‘Yes’ or ‘No’ to the statements below (delete as appropriate)

**Is your organisation:**

**Registered and pre-approved with the council’s online grants system?** Yes/No

If ‘No’ visit the [registration webpage](https://beta.southglos.gov.uk/registration-for-community-grants/) for more information.

**Registered with the Charity Commission?** Yes/No

If ‘Yes’ provide the registration number:

**A town or parish council?** Yes/No

**None of the above?** Yes/No

If ‘Yes’ you should specify the type of organisation or group you represent.

### 2. About your project or event

The name of your project or event should describe what the funding request is for.
For example, ‘Cookery courses at local hubs’ or ‘Mental wellbeing information packs.’ Detail what it will achieve and how it will benefit resettling communities. Try to cover why you need the grant, how you plan to engage with the community and how the project will make a difference.**Project or event name:**

**Tell us about your project or event:**

**Provide responses below on how your project or event will meet the following key grant principles**

Principle - Nature and level of support offered by a project or event – we are looking for applications aiming to offer additional support in areas of community development, cultural and local awareness, peer support, befriending and similar types of initiatives.

**Response:**

Principle - Impact on integration in the local community – we are looking for

projects or events proactively targeting integration through a range of activities.

**Response:**

Principle -Consideration of specific needs of a particular demographic group within the

resettling cohorts of children, older people and women.

**Response:**

Principle - Scale and Scope. Does the amount of funding requested correspond to the scale and scope of the project?

**Response:**

The service for resettling communities seeks to offer a range of social and cultural community development projects, activities and events for demographic specific ethnic groups including children, older people, and women. Projects or events support Ukrainians, Afghan and North African, Hong Kongers, asylum seekers from multiple backgrounds.

We promote community development and integration. In developing this area of work the service builds links and works in partnership with local community organisations and groups as well as working to develop a local volunteer support network.

The service supports a network of community hubs, and any grant application should consider how it will enhance the work of resettling communities and work with the community hub network.

**What is the evidence of need for your project or event?**(Explain which residents will benefit. Include any research or consultation that you have undertaken. For example – mental health, or physical wellbeing benefits for a particular cohort or group)

**How will you ensure that people with different access needs can attend/participate in the project or event?**(For example - childcare, disability,dietary needs etc.)

The council has adopted ten inequalities priorities:

1. Educational attainment and experience
2. Hate crime
3. Employment
4. Poverty and financial hardship
5. Housing
6. Accessibility, especially in terms of digital inclusion, transport, the built and natural environment, access to the wider economy
7. Health and wellbeing
8. Adult social care
9. Children’s social care
10. Tackling inequalities as part of work to address the climate and nature emergency

You can [view our equality policy and tackling inequalities plan on our website](https://beta.southglos.gov.uk/equality-policy/).

**Tell us which of the above inequalities priorities your project or event will help the council to tackle**

In July 2019, the council declared a climate emergency pledging to enable South Gloucestershire to become carbon neutral by 2030. We are working to reduce carbon emissions, protect and restore nature and prepare for the local impacts of a changing climate.

**Tell us how your project or event will support one or all these above aims:**

**Where in South Gloucestershire will the project or event take place?**(For example, it might be at your organisation’s stated address, alternatively you may be planning to work from a different venue or at a community hub, festival or event)

 **Tell us the start and end date of your project or event**(Projects may be limited in length or grow to be sustainable and ongoing. Events may be specific or over a period. Include planning, setup and assessment time in your answer. If you do not know actual dates, please provide estimated dates)

 **How many South Gloucestershire residents do you anticipate will benefit from your project or event?** (Projects or events may support a particular group, mixed groups, or a larger community. The grant may support a small, specialised need or a larger general need)

The service for resettling communities has community hubs across South Gloucestershire, located in Kingswood, Yate, Thornbury and Patchway. This offers one-to-one group support, guidance and signposting covering integration, education and language, wellbeing, and housing through our community hub network. There are also a broad range of activities and events to support refugees and asylum seekers.

The hubs are led by our commissioned support services Julian House, ACH, and The Care Forum. We anticipate that where possible grant recipients will work in and with our hub network and hub providers when delivering their project(s) or event as well as working with us to support major events and initiatives.

**How will your project work with our South Gloucestershire service for resettling communities and our community hub network?**

### 3. Funding

Grant funding is considered in the following 3 categories:

* Small project - funding of £200 to £1,999
* Large project - funding of £2,000 to £4,999
* South Gloucestershire wide - funding of £5,000 to £7,000

 **Which of these categories applies to your project or event?**

**How much funding are you applying for from the Resettling Communities Grant?**Provide details of how you will spend your grant. You should list the costs for items and/or services to complete your project, including any associated staffing costs.

**Item or service
Cost £**

Total requested £0.00

**What is the total cost of your project or event?**Your application should consider the full cost of your project, including any irrecoverable VAT costs. If you are including VAT costs in your application, please explain why. If you are unsure of your organisation’s VAT status and obligations seek professional advice before submitting your application. Enter the total cost of the project even if it is greater than the amount of funding you are requesting.

If your **total** project cost is greater than the amount requested, please list any additional funding and funding sources below (You may be asked to provide evidence of other funding as a condition of the award before the grant is paid. If there is a budget shortfall, include details on how you intend to cover this)

 **Additional funding
Amount £**

Total other funding £0.00

### 4. Permissions and insurance policies

It is your responsibility to check any permissions required for the project to take place and to obtain these where necessary.

 **What external permissions are required for your project or event?**

Answer ‘Yes’ or ‘No’ to the statements below (delete as appropriate)

**Public liability** Yes/No

**Buildings and contents insurance** Yes/No

**Employers’ liability insurance** Yes/No

**Professional indemnity insurance** Yes/No

**Food safety management system** Yes/No/Not applicable

**Health and safety policies** Yes/No

**Other** (please state)
You may be required to provide evidence of the permit documents as a condition of funding.

### 5. Monitoring and evaluation

We will ask you to give us feedback on your project or event every 3 months during the life span of the grant and at the end of the grant period as a condition of the award.

These questions are to make sure that you have everything in place to do this.

Your answers should be proportionate to the level of your grant request.

**What are your financial processes and procedures to track financial expenditure?**
Outline the financial systems you have in place to track expenditure and monitor project delivery.

**How will you evaluate the successful delivery of your project or event?**

### 6. Declaration

I confirm that:

* I am authorised to sign on behalf of the above-named organisation and I confirm that any funding will not benefit any individual or private business more than the local community generally and will only be used for the purposes specified in the application.
* I have read and agree to the [Resettling Communities Grant – principles](https://beta-edit.southglos.gov.uk/wp-content/uploads/Resettling-Communities-Principles-for-Community-Grants.pdf).
* I agree to the use of my personal data in line with South Gloucestershire Council’s [privacy notice](https://beta.southglos.gov.uk/privacy-notice/).

I declare that, to the best of my knowledge, all statements and representations made in connection with the data are true, accurate and correct.

**Your name: Position:**

**Email address: Date:**

**Email your completed form to** resettling.communities@southglos.gov.uk (make sure it is attached as a Word document, do not convert it into a PDF).

Submission of an application form does not a guarantee that the proposal will be successful. Award decisions are made by a panel comprising of representatives of the Resettling Communities (RSC) team, other council services, and community partners. The panel may decide to fully award requested funding, partially award, to request further information or to reject the application. There is no appeal process.

Funding is not assured until the Community Grant Fund Agreement has been signed by the applicant and by the Chair to the panel.