

Aspire Grant Programme

Community grants that aim to make a big difference



Guidance for applicants

What are Aspire Grants?

Our Aspire Grants are accessible to anyone working with local people in the City of Sunderland. The aim of Aspire is to enable local people to improve their community and the grants are used to support a range of different activities that complement the work we do. We offer grants up to the value of £500 that meet the following themes:

Community projects

Events, set up and support for existing groups

Environmental projects

Improvements to the immediate area around your home or neighbourhood

Capacity building projects

Projects that tackle unemployment and personal and community development

Health and wellbeing projects

Projects that tackle health and wellbeing issues within communities

Inclusion

Projects that address issues around digital, social and financial inclusion

Youth

Projects and activities wholly designed and delivered by young people

As with all grant applications, terms and conditions do apply and you will receive a copy of these if your grant is successful. Applications are welcome throughout the year, but are limited to one grant per organisation per financial year.

Who can apply?

Gentoo Aspire Grants are available to local voluntary and community groups and organisations operating within the City of Sunderland, but especially within Gentoo neighbourhoods; to enable local people to improve their community. The grant must benefit Gentoo tenants. Applications can be made at any time throughout the year. To apply, please complete an Aspire application form.

Gentoo is committed to the principles of equality, diversity and inclusion. Our vision is about strong communities and inspired people, and we believe that inclusive communities are stronger. We therefore celebrate diversity, and have a zero-tolerance approach to discrimination, bullying or harassment in relation to sexual orientation, gender identity, and all other protected characteristics.

Some of the groups and organisations Aspire Grants have funded include:

- Art, music and drama clubs
- Children and young people's clubs
- Older people's clubs
- Parent toddler, play groups
- Resident and Community associations
- Junior football club set up costs

We are unable to make grants to:

- Profit making organisations
- Projects which promote political or religious activities
- Projects or activities which are the responsibility of a statutory organisation
- Pay for travel (in UK, or overseas)
- Pay for sponsorship or fundraising activities
- Building maintenance
- Staff salary costs



What we need from you:

- We need you to complete all of the sections/questions outlined in the application form explaining what you intend to do, why it is needed and what difference it will make to your area or the beneficiaries of your project.
- You will need Public Liability Insurance (PLI) in place as well as a Safeguarding Policy, if applicable.
- We need you to tell us how many of the beneficiaries are Gentoo tenants.
- We need you to fully understand and agree that any grant awarded is only spent on what you have outlined in your application form and failure to do this could result in the funding being paid back to Gentoo.
- We need you to agree to the terms and conditions of Aspire.
- We need you to acknowledge the support of Gentoo Group Limited in any promotional activities or publicity material relating to the project or activity supported by the Aspire Grant.
- You will also need to provide details of any previous applications as well as provide all receipts and complete an evaluation.

What happens after your application is submitted?

- The completed application form will be checked to ensure that all of the questions have been completed.
- Your application will be discussed by your local area Aspire Grant Panel at their regular meetings.
- You may be contacted if we need to check any details in the application or if we require more information to make a decision.
- You will be contacted in writing following the decision of the Aspire Grant Panel.

How long does the process take?

Decisions on applications will be made within two months of receiving an application, providing that all of the necessary information is given on the form.

How are grant payments made?

A designated person for your organisation/group must sign the Aspire Terms and Conditions to signify agreement and return them to Emperor House.



Grant award payments will be issued by cheque, made payable to the voluntary or community group's bank account. We will not make cheques payable to an individual.

The grant cheque may be posted or may be hand delivered by Gentoo in order to take photographs for publicity/media purposes.

How will grants be monitored?

All grants will be monitored to ensure the funding has been used for the purpose set out in the application form. This will be carried out by Gentoo and may include a visit to your group/organisation.

Once the grant has been used you **must** supply receipts to the value of the grant awarded. Failure to verify expenditure may result in action being taken to reclaim the grant amount and your group/organisation being excluded from applying for further Aspire Grants.

You will be required to send us information/photographs/publicity on the activity/event/resources you used the grant for and maximise any publicity acknowledging Gentoo's support.

You will be required to complete an evaluation form six months after the Aspire Grant is awarded. If this is not complete, future applications may be declined.

Making an application

To apply, please complete an Aspire application form. If you need help, a member of staff will be happy to assist.

You can apply online at **www.gentoogroup.com/aspire**

Please send your completed application form to the office below or email it to **feedback@gentoogroup.com**

Head Office

Emperor House
2 Emperor Way
Doxford International
Business Park, Sunderland
SR3 3XR

0191 525 2760



If you or someone you know would like this information in large print, on CD or in Braille then please contact us.

If you or someone you know would like this information in another language, then please contact us. Interpretation services are available.

যদি আপনি বা আপনার জানা-শোনা কেউ এই তথ্য অন্য কোন ভাষায় পেতে চান, তাহলে দয়া করে আমাদের সঙ্গে যোগাযোগ করুন। দোভাষী পরিষেবা পাওয়া যাচ্ছে। (Bengali)

如果您或您認識的人希望此信息是其它語言，請與我們聯繫。口譯服務可提供。 (Cantonese)

اگر شما و یا شخص دیگری که شما میشناسید مایل هستید این اطلاعات را به زبان دیگری دریافت نمائید، لطفاً با ما تماس حاصل کنید. خدمات ترجمه موجود می باشد. (Farsi)

如果您或您认识的人想要本信息以另外一种语言版本提供，那么就请与我们取得联系。我们同时还提供口译类服务。(Mandarin)

Jeśli Państwo, lub jakaś osoba, którą Państwo znają, chcieliby otrzymać te informacje w innym języku, proszę się z nami skontaktować. Dostępne są także usługi tłumacza ustnego. (Polish)

For enquiries, please contact our Tenant Engagement and Satisfaction team at feedback@gentoogroup.com

Gentoo Group Limited, Emperor House,
2 Emperor Way, Doxford International Business Park,
Sunderland, SR3 3XR.

