



Spirit of Manchester Grants 2022



The Spirit of Manchester Fund is the fundraising initiative that forms part of Macc's annual celebration of the work carried out by the voluntary, community and social enterprise (VCSE) sector in the city of Manchester.

The theme for this year's Spirit of Manchester grants is supporting refugees and asylum seekers. Funded entirely by donations, five awards of £1,000 are available to voluntary, community and social enterprise (VCSE) organisations in the city that work with refugees and asylum seekers.

The grant application form can be found here: <https://manchestercommunitycentral.org/spirit-manchester-grants-2022>. The deadline for completed applications to be submitted via grants@macc.org.uk is 12 noon (midday) Thursday 28 April.

Aims

Across Manchester's VCSE sector, there are many local organisations whose work helps make Manchester a place where refugees and asylum seekers feel understood, accepted and supported. This work is driven by key principles such as:

- Accepting people as they are without question or judgement
- Building personal connections, empathy and a sense of equality and community
- Empowering people to achieve physical and mental wellbeing and to feel safe
- Providing opportunities to pursue positive futures

With the recent crises in Afghanistan and Ukraine – as well as the ongoing challenges of Covid-19 – the organisations which support refugees and asylum seekers in Manchester are needed more than ever.

The aim of this fund is simply to put some much needed resources into those organisations and capture stories which will raise awareness of the issues faced by refugees and asylum seekers and the work which is being done to provide support, safety and welcome.

Who can apply?

Only VCSE sector organisations based in the city of Manchester and whose funded activity will take place solely within the city of Manchester can apply. The following are likely to be prioritised:

- organisations whose main purpose is to support refugees and asylum seekers
- organisations with an annual income under £1m
- organisations who are led by or involve those with experience of being a refugee or the UK asylum system
- organisations that have been working with refugees and asylum seekers for at least one year

How much can you apply for?

Applications are invited for exactly £1,000 for use in furthering the aims of this programme. Only one application per organisation may be submitted.

Eligible costs: what we can fund?

Any kind of costs or expenses associated with meeting the aims of this programme.

What we cannot fund

We cannot fund any activity that does not meet the aims of the grants programme, is not based in Manchester or is not for the sole benefit of refugees and asylum seekers in Manchester.

Funding cannot be awarded to any political organisations or be used to further political or religious aims.

What support is available to applicants?

Macc's capacity building team can provide free support for applicants through their usual referral process. Groups can call 0333 321 3021 between 10am and 4pm Monday to Friday or contact info@mcrcommunitycentral.org to request support and the team will manage requests subject to their capacity.

How and when to apply

Please read this guidance in full to ensure your proposal meets the criteria. Organisations that wish to apply will need to complete the MS Word application form that can be downloaded from <https://manchestercommunitycentral.org/spirit-manchester-grants-2022>.

Your completed application can be in MS Word or Open Document Text format (no PDFs please) and emailed to grants@macc.org.uk.

The fund will close to applications at **12 noon (midday) on Thursday 28 April 2022**.

If you have not received an email acknowledging receipt within two working days of submission please contact 0161 834 9823 and ask for Oliver Cranfield.

How will applications be assessed?

On receipt of applications Macc will undertake basic eligibility checks. All eligible applications will be considered by a small group of VCSE sector representatives that will identify successful organisations.

Factors that the panel will look at include the extent to which each shortlisted applicant:

- evidences a track record of working with refugees and asylum seekers
- is locally-rooted and connected in Manchester
- has representation of those with lived experience
- aligns to this fund's aims (see page 1 above)
- clearly explains the support they provide and raise awareness of issues faced by refugees and asylum seekers

When will we hear the outcome?

All applicants will be informed by email no later than Friday 13 May 2022. Unsuccessful applicants will be provided with brief feedback from the assessment panel.

Due diligence checks

If your organisation is successful in applying for one of the grants, before the funding is paid you will need to assist us in carrying out due diligence checks. We will ask you to provide copies of the following information about your group:

- governing document (e.g. constitution, etc.)
- most recent signed annual accounts (or a Treasurer-signed income and expenditure statement for the last twelve-months if annual accounts are not available)
- a recent bank statement (it must cover at least a one-month period within the last three months)
- the home addresses of at least three trustees

The information requested above is required as part of our standard due diligence checks to ensure funding recipients are currently active in Manchester and financially solvent. Macc is obliged to collect this and other information in its role as funding administrator.

In strict accordance with The General Data Protection Regulation (GDPR) and Data Protection Act 2018, all personal and financial information will be stored confidentially. Macc's Information Commissioner's Office reference is Z9595019 and we are re-registered annually on 10 September. Upon request, Macc can provide our data protection and information security policies and if more detailed information is required, please let us know.

Please note: If your project involves working with children or vulnerable adults you will need to provide a copy of your safeguarding policy.

If successful, when will we receive the grant?

On receipt of an offer letter from Macc organisations will need to complete and return an 'Acceptance of Grant Offer' form together with the due diligence information requested (see previous page). Subject to the requested information being provided quickly we aim to transfer approved funding during May and June 2022.

How long will we have to spend the grant?

There are no requirements for grant-holders to spend their funding within a specified time period. You will not be required to report on any funded activity however we do need you to provide a story! See the next page.

What else will we need to provide? A story...

There will be no monitoring or reporting requirements for this funding. You are welcome to spend the £1,000 grant in whichever way best supports your service.

Our only condition is that within six-weeks of receiving the funding award you provide us with at least one story we can use to highlight the fund, your work and the work of the VCSE sector.

The stories should be about your work and how it benefits the people of Manchester. Each story should be centred on one individual as an example of your work and how it benefits people. We don't need to know exactly how the £1,000 is spent but more about the sort of work it is supporting.

Length: The story should be 300 words maximum or a two minute film / audio piece

Title: You could use an alliteration, pick out the main point of the story or use a quote

Summary/first sentence: What does your organisation do/what difference does it make?

Story: More details of the work including who you work with, when, what, why and where. We want to hear the human story of what difference you make to the individuals/families you support. Give a little bit of background. (You could say how the £1,000 will help this to continue.)

You should pick one person or a family you have worked with and tell us how you helped them. Please include at least one quote from the person/family if possible.

Images: Please send two or three images for us to use with the story, whether it is a written article or a video/audio. This helps the story to be noticed more.

Where the stories will be used: These stories will be used on the Manchester Community Central website, and shared on social media and in our publicity for the Spirit of Manchester Fund and Spirit programme. This could include during the Spirit of Manchester Story weeks twice a year and the lead-up to the Spirit of Manchester Awards. They may be edited slightly (cut down) to fit the particular use.

Any further questions?

For advice on bid-writing please contact Macc's capacity building team (details on the previous page). However for general queries please email grants@macc.org.uk.