**Rochdale Communities Fund – Refugee and Asylum Seeker Resettlement Support Fund**

**Guidance Notes**

The Rochdale Communities Fund is a mutual fund to invest in and strengthen Rochdale Borough’s VCFSE sector. It funds groups and projects which directly benefit local people and communities, delivered by VCFSE organisations with roots in the borough.

Thanks to funding from the Department of Communities and Levelling up, small grants provision has been allocated to support the resettlement of Refugees and People Seeking Asylum with the Rochdale Borough.

As there are limited funds, we will be prioritising applications who are already part of our Rochdale Refugee and Asylum Seeker Multi Agency Forum or can show how they will work collaboratively with this forum going forward.

The fund priorities have been co-produced with The Rochdale Refugee and Asylum Seeker Multi-Agency Forum facilitated by Action Together. The funded projects will deliver personalised/bespoke interventions to refugees and those seeking asylum.

**Your project must fall within one or more of the following priorities:**

* **Promote Inclusivity and Belonging:**

Projects that create a sense of belonging. These should encourage inclusivity, promote cross cultural friendships and relationships, and help people feel valued and connected within their local community.

* **Integration within communities:**

To actively support the integration of new arrivals into the local community. This may include everyday life ESOL classes, cultural celebration events, support for children in school and their families.

* **Mental Health and Wellbeing:**

Projects that focus on mental health and wellbeing support are encouraged. This may include creating and sustaining safe spaces, supporting people to thrive, signposting to appropriate support.

* **Cultural Exchange and Awareness:**

Projects that promote cultural exchange including events to enhance cultural pride and embrace diversity, projects that support integration and improve tolerance.

**Grant amount:** Grants of up £5,000 are available for individual organisations to apply for.

We will consider applications of a larger amount for organisations in collaboration.

**Deadline:** Monday 15 January 2024 12pm

**What we can fund:**

* Equipment, project resources and running costs
* Staff time and staff and volunteer expenses

Please note, we encourage all groups submitting an application form to include your management costs within the budget for your project.

For a clear and simple introduction to calculating the full costs of a project, read the [National Lottery Community Fund’s full cost recovery guidance](https://www.tnlcommunityfund.org.uk/funding/funding-guidance/full-cost-recovery).

**Who is the funding for:**

* you are a voluntary, community, faith and social enterprise (VCFSE) group locally rooted or actively working in the borough of Rochdale; ***and***
* you are a member of Action Together CIO (you can register for free to become a member [here](https://www.actiontogether.org.uk/become-member))
* you are formally constituted.
* to apply for up to £5,000 you must have a turnover of less than £1million

To ensure limited funds reach as many groups as possible, there is also a limit on the number of times groups can apply to the Rochdale Communities Fund. Action Together members can apply to our funding if you have already received funding through the Rochdale Communities Fund as long as:

* The applications are for different projects, or you can show the project needs to continue
* You have submitted all monitoring for previous projects
* You are in contact with your Community Development Worker
* You have not already received a grant from the categories above the one you are applying for (i.e. a small grant and you’re applying for a micro grant)

**Decision making process:**

Grant decisions will be made by the Action Together community panel. Decisions will be made once the fund has closed for applications. You may be asked for further information or to redevelop aspects of your proposal.

All applications must be sent to [hayley.tomlinson@actiontogether.org.uk](mailto:hayley.tomlinson@actiontogether.org.uk) and you will receive the decision via email.

**Monitoring:**

At the end of your project, we will ask you to fill out a monitoring form to tell us:

* The story of your project
* How many people benefitted
* Any other plans you have for your community following the project
* Photos, feedback sheets, promotional materials or anything else relevant to the project.

Our Community Development Workers will check in with you during the project and can help you plan how you want to share the impact and success of your project.

**Please note:**

* Action Together is an accredited Living Wage Funder. This means we encourage organisations that employ staff to become an accredited [Living Wage Employer.](https://www.livingwage.org.uk/become-a-living-wage-employer)

**Completing the application form**

* Please ensure that ALL boxes on the application form are completed.
* When completing your budget, please clearly evidence how you have arrived at your costings and use exact figures.
* If you have any queries about the application form or application process, please contact Hayley Tomlinson on 0161 339 2345.
* Please note, we can only accept one application per organisation.

**Please note that the Rochdale Community Fund is ongoing therefore our approach will be under constant review. If there are any changes, these will be communicated appropriately.**