



Local Community Spaces Fund Guidance & Criteria 2025

Applications open: From Wednesday 7th May 2025 at 10am
To Wednesday 28th May 2025* at 10am

Grants from £10,000 and £20,000**

Aim: To repair, renovate, or develop community spaces where people can come together, connect, and take part in local activities and services. These multi-use spaces will help bring communities closer, address loneliness, and boost well-being by creating welcoming and inclusive spaces for everyone to use and enjoy.

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**The planned closing date for this grant is 10am on Wednesday 28th May, however, if we have a high level of applications, we may close the application window earlier.
If we are oversubscribed in a particular geographical area of operation, we may choose to close individual areas before closing the total grant programme.
Any changes to the application date will be communicated on the Asda Foundation website, social medial channels and grant management system to provide prior notice of the change.*

***Asda Foundation funding must be contributing to at least 50% of your total project cost. We will fund up to 90% of your total project cost.*

We know accessible community spaces can be a lifeline for local people, and many of these spaces require funding to repair, renovate and develop them so that they can continue delivering vital activities and services. In addition, loneliness and isolation continue to be highlighted through our Community Insight Survey as top areas of concern for local communities throughout the UK. To be eligible to apply for this fund, your community space must be an accessible place where members of the community can interact, seek support and access a variety of services and activities.

Through our Local Community Spaces Fund, we will continue playing our part in helping to fund safe and welcoming community spaces that bring people together, connect communities and address loneliness and isolation. We have invested £2.5million in community hubs since 2022, and for 2025, will commit a further £1.25million.

Grants between £10,000 and £20,000 are available to grassroots groups, delivering projects which meet at least one of the following objectives:

- Carry out essential **repairs** to enable the space to continue to function.
- **Renovate** an existing space to accommodate more users/activities.
- **Create** a new community space where groups can meet and undertake activities.
- **Improve accessibility** to, or within, a community building.

We encourage and will prioritise applications from groups who:

- Will be unable to continue offering their service without this work taking place.
- Can demonstrate a good track record of their ongoing work in a community hub setting.
- Can demonstrate financial stability and provide evidence of need.
- Work in areas of heightened economic and social deprivation.
- Provide well-thought-out costings which are deemed good value for money.
- Have a wide range of users throughout the community, or those who predominantly support at least one of the following demographics: teens and young adults, the elderly, vulnerable, and low-income users.

We expect to fund around 70 projects. All applications will be assessed against the aim and objectives of this grant programme. If we receive a high volume of applications for this programme, applications from groups who meet multiple priorities from the list above will be considered more favourably.

We strive for a spread of applications across the UK, applications from the same area will be reviewed together and Asda Foundation will select the most impactful project/s which meet multiple priorities from the list above.

Timelines:

Applications will be reviewed by August 2025. Please plan for your project to start no earlier than September 2025, as we cannot offer retrospective payments. Funding must be used, and your project completed, by December 2026.

Group Eligibility

The focus of this Fund is on community spaces, where people of all ages and walks of life can meet and take part in activities. We anticipate a high volume of applications, particularly from the groups listed below. If your group type is listed below, to support you with your application and to avoid disappointment, please read the additional associated criteria points carefully.

Religious Buildings

We would consider projects for religious buildings which are community hubs for people of all faiths in areas with limited community facilities. We would fund modifications to make the building more usable for the wider community. Religious entities which are part of a larger network or overarching body must be able to provide separate financial accounts and banking.

Amateur Sports Clubs

We would consider projects from sports clubs who have diversified their sport offering to wider services that strengthen the community, and whose buildings serve as a community hub, offering a variety of services for a range of groups other than those involved in the main sport being offered. **We wouldn't fund modifications or maintenance of pitches and grounds.**

Scouting, Guiding and Cadets groups (etc.)

We would consider applications where the space is a community hub in an area with limited community facilities and where the space is used by multiple different group types outside of the Scouts/Guiding/Cadets community.

Youth Clubs

We would consider youth groups whose space hosts a range of activities and groups with a large number of service users, particularly groups who provide services in a low socio-economic area.

Community Gardens/Allotments

We would consider applications which are renovating or creating a space where people can meet and be together all year round. Spaces should be open to multiple groups in the community. **We wouldn't fund improvements which primarily include plants/planters and tools.**

Village Halls

We would consider spaces that are used by a wide range of groups, particularly in isolated areas which might have fewer community spaces.

We wouldn't fund projects that focus on improving spaces mainly used for hosting private events (e.g. weddings).

We encourage applications from groups with free to access services that are inclusive to many; we are less likely to fund groups with fees that prevent participation.

We are unable to consider applications from:

- Organisations based outside the UK or benefitting people/communities outside of the UK.
- Organisations that have previously received an Asda Foundation Investing in Spaces and Places grant
- Groups with an annual income over £250,000
- Groups who don't currently operate a community space/building.
- Third party grant making organisations (grantees must directly deliver the service/activity).
- Schools or PTAs
- Groups whose services and activities involve alcohol.
- Groups affiliated with a particular political party or agenda.
- Religious organisations whose services are only open to people of a particular faith.
- Animal charities or groups focused primarily on animal welfare.

Essential Group Criteria

Your group must have...	Details
<p>A total annual income of £250,000 or below</p> <p>and</p> <p>Unrestricted reserves of no more than £40,000</p>	<p>What we need: Your most recent 2 full years of annual accounts. We are unable to accept applications from organisations who can't provide this.</p> <p>If your group is a branch or project of a parent organisation with an income over £250,000, you must show a separate bank account, independent annual accounts, and your own constitution to be eligible.</p> <p>Why we need it: Asda Foundation prioritises supporting grassroots organisations, and the limits ensure our funding supports these grassroots groups. Your income and reserves will be assessed as part of the review process.</p>
<p>Governing documents</p>	<p>What we need: A finalised copy of your organisation's Constitution (or Articles of Association/Memorandum, if applicable), outlining your group's name, charitable aims, non-profit status, and asset distribution upon dissolution.</p> <p>Why we need it: To ensure groups receiving our funding have proper governance in place. For guidance, refer to the NCVO's governing document guide.</p>
<p>A Safeguarding policy</p>	<p>What we need: An up-to-date Safeguarding policy specific to the age group/s of your service users. See our safeguarding guidelines here. If you support children and adults you will need to provide both policies.</p> <p>Why we need it: To ensure the protection of service users and understand your processes for handling concerns.</p>
<p>A bank account in your group's name that accepts cheques</p>	<p>What we need: A bank statement showing the most recent 3 months of transactions and which clearly shows your group's payee name. Ensure your bank accepts cheques before applying.</p> <p>Why we need it: To demonstrate a good cashflow and financial stability. We can only pay by cheque, made payable to your group (not individuals or personal accounts).</p>
<p>Permission to carry out the proposed work</p>	<p>What we need:</p> <ul style="list-style-type: none"> • Proof of ownership or a lease with at least 5 years remaining. • If leased, we'll need a letter showing you have permission from the building owner/landlord to carry out the work. • If your project includes significant structural alteration you will need to show you have requested planning permission. <p>Why we need it: We ask for these documents to ensure your project has a strong foundation and long-term impact which will benefit the community for years to come. It is essential that we can determine that everything is legally compliant and can go ahead as planned.</p>

You'll need to show	Details
Detailed Project Costs	<p>In your application, please provide a detailed breakdown of the total costs associated with your project, highlighting specifically how Asda Foundation funding will be used. This may include information about any other sources of funding, such as additional funders, fundraising efforts, or use of reserves.</p> <p>This information is essential to help us fully understand your project and assess how our support will contribute to its success. You will also have the option to add quotes or estimates detailing the cost of the work to be completed - though these are not mandatory.</p> <p>As a reminder Asda Foundation must be contributing to at least 50% of the total project cost, up to a maximum of £20,000. (minimum grant: £10,000).</p>
Fundraising of 10% of the total project cost	<p>You must already have 10% of the total project cost and this must be evident on the accounts or bank statements you provide during the application process. You can continue to fundraise towards any shortfall in project costs and if you have plans in place to do this, please outline in the application. This is needed to demonstrate financial stability.</p>

Application process

1. Read Guidance	<p>It's important that your project or activity meets the aims and criteria of the fund, therefore we recommend that you read this guidance document in detail before applying, to make sure your project and group are eligible.</p> <p>Consult with your service users on your project to identify their needs.</p>
2. Gather supporting documents	<p>We recommend that you gather all the documents you need prior to starting your application. You can find a list of everything you'll need to upload on page 6.</p>
3. Register	<p>Complete the Eligibility Check on our website - we want to make sure that your group is eligible to apply. Upon completion, you will be directed to our grant management system, hosted by SmartSimple, where you will be able to log in or register if you are new to the system. New users will receive an email to verify their email address and set up a password.</p>
4. Complete Application	<p>You will find the grant application form in the 'Funding Opportunities' section of your homepage portal.</p>
5. Await Outcome	<p>Once you submit your application, you'll receive an email confirming receipt. Throughout the review, we may send status updates or request more information, so please keep your contact details current. You can also track your application's progress in your SmartSimple account.</p> <p>Successful grants</p> <p>If successful, you'll be notified by email and invited to complete and sign a Funding Agreement. Once complete, a cheque will be mailed to the address you provided and your local Asda Community and Customer Champion will be notified of your successful application, they will be excited to visit and celebrate with you.</p> <p>Unsuccessful grants</p> <p>Due to the volume of applications, sometimes we must make difficult decisions. The decision of The Asda Foundation is final and at our discretion. If unsuccessful, you'll be notified by email. You cannot reapply for this programme but can apply for future funding if any concerns are addressed and new criteria are met.</p>

6. Complete Follow-Up Activity

Post-Grant Award Reporting Requirements

We're excited to see your project come to life and want to support you in making the most of your grant. To keep everything on track, we ask that you provide regular updates on your progress.

Progress Reports

Your first progress report is due by 31st January 2026. After that, reports should be submitted every 4 months until 31st December 2026, unless your project wraps up earlier. Each report should include:

- A quick update on what's been achieved so far.
- Any key milestones reached.
- Any challenges and how you're tackling them.
- A simple breakdown of spending, with receipts where needed.

Final Impact Report

When your project is complete, we'll ask for a Final Impact Report to round things off. This is your chance to share:

- The overall results of your project.
- How the grant has helped you reach your goals.
- Any lasting benefits or long-term impact.
- A final financial summary with receipts.
- Photos showing the transformation of your space.

Keeping Track of Spending

We'll need receipts with each report to show how the funding is being used.

Keeping a record of your expenses as you go will make this much easier!

If you have any questions or need support along the way, just let us know—we're here to help. And don't forget, keeping up with these reports will help with eligibility for any future funding opportunities.

Document Checklist*

1	Bank statements covering the most recent 3 months	5	Proof of ownership or lease
2	2 Full years of annual accounts	6	Permission to carry out the work
3	Governing Document	7	Photos of your space
4	Safeguarding Policy		

You will also be required to upload photos of your space – up to a maximum of 5. Photos should show as much of the following as possible – where relevant for your project type:

- Wide-angle image of the space/s where the work is going to take place.
- Images of any specific areas which will be worked on in this project.
- Floorplan of changes – *maximum of one floorplan image.*

*All documents provided must be written in English.

Funding Criteria

The following lists provide some examples of the items and services that we would and would not fund. These lists are not exhaustive.

Examples of what we would fund	
Kitchen and bathroom refurbishments	Creation of a new permanent space
Roof and floor repairs	Building extensions
Disabled access ramps to a community building	Upgrades and replacements to windows and doors
Boilers and heating	Essential building security upgrades
Transformation of a disused space into a functional space	Removable items (e.g. soft furnishings, tables and chairs, white goods and electrical items, garden machinery) provided they only make up a small portion of a wider application to repair, renovate, or develop a community space.

Examples of what we wouldn't fund	
Fundraising, sponsorship or licenses	Projects which could negatively impact the reputation of The Asda Foundation
Solar panels / battery storage packs	Vehicles or any other mobile structure
Memorials & sensory gardens	Road repairs/access roads and car parks
Core costs	Playgrounds and public parks
Spaces that are predominantly used for private event hire	Spaces that can't be used year-round/ have limited opening hours
Heritage projects primarily focused on preserving a building for its historical significance rather than for active community use	
VAT you can reclaim	

Asda Foundation has a £1.25m budget for this grant programme. To ensure our funding reaches those who need it most and has the biggest impact in communities, we reserve the right to reduce/cap applications. Asda Foundation may remove items which don't meet criteria, or where their use/impact is not in line with the aims and objectives of this grant.