



## About Chester Community Chest

Sanctuary Housing operates at the heart of communities. We support local people by providing funding which benefits our residents and their neighbourhoods.

The Chester Community Chest Fund supports any project that will benefit residents in the Lache, City, Plas Newton, Upton and Hoole and Rural areas of Chester.

## Our themes

Projects will fit within one of our five priority themes, as outlined in our community investment strategy. Our priority themes are:

### Employment, education, skills and training

We aim to support people in developing skills and accessing training opportunities in order to enter into, and sustain, employment. For example, offering job related training.

### Health and wellbeing

We aim to help people to live happy, healthy and fulfilled lives, with access to the care and support services they need. For example, providing a range of healthy activities.

### Community safety and infrastructure

We aim to ensure that our communities are safe places to live and are equipped with the infrastructure they need to shape their aims and aspirations. For example, by supporting community groups to increase their bid writing skills.

### Environment

We aim to make our neighbourhoods greener and cleaner places in which to live and to assist our residents to live more sustainable lifestyles. For example, by supporting residents to be actively engaged in improving green spaces.

### Financial inclusion

We aim to ensure that everyone is able to access the basic financial services products that are needed to participate in a modern society. For example, supporting residents with access to appropriate and impartial advice on how to manage their money.

## Who can apply?

Charities, community groups, residents' associations and voluntary organisations can apply for Chester Community Chest, however applications for projects only benefitting individuals are not accepted.

Groups must have a formal constitution or legal structure, an equal opportunities policy and a bank account. We may ask to see evidence of these.

## Eligible projects

Your project should fit one or more of our five key themes, must benefit Chester district residents and should aim to make a positive difference to the community.

## How much money can be applied for?

The maximum amount is £1000, but we will consider higher amounts in exceptional circumstances. Applicants should aim to contribute to the project from other sources, for example cash or other resources (including materials or volunteer time).

## Key dates

There are no deadlines so you can apply at anytime, or as many times as you like. However, we will look to support as many different groups as possible, so the possibility of getting repeat funding will be lower.

## What happens once you have submitted your application?

Your application will be assessed and we will let you know the outcome as soon as possible.

If your application is successful, we expect you to agree to the conditions of the funding, record your expenditure and work with us to monitor your progress. We will provide you with a local contact to help you to make sure that your project is a success.

## Is there anything you can't use the money for?

Yes, there are a few things that our funding cannot be used for. This includes:

- **Building, maintenance or structural improvements (except accessibility improvements)**
- **Funding individuals or where projects only benefit one person**
- **Fundraising activities or projects that are motivated mainly by marketing or branding**
- **Alcohol**
- **Gambling.**

## Before you apply

We are committed to talking to you about your Chester Community Chest before you apply. Call us on **0800 131 3348 / 0300 123 3511** (mobile).

## Chester Community Chest Application Form



### About your organisation

#### 1. Group name

#### 2. Address for group

Street

Town

County

Post Code

#### 3. Who can we contact regarding this application?

Name

Telephone

Email

#### 4. Does your group have a constituted structure?

Yes    No

#### 5. Please provide your group or organisation's company or charity number (if applicable)

### About your Project

#### 6. Tell us about your group and project (Maximum 250 words). We're keen to know:

- Who's involved?
- What will you do?
- What are the timescales?
- What difference will the project make?

#### 7. Which other partner organisations are involved in the project?

Chester Community Chest supports local people by providing funding for projects which benefit our residents and their neighbourhoods. We have five priority themes, and all successful applications will fit at least one of these themes.

8. Which theme does your project relate to (please tick)

- Employment, education, skills and training
- Health and wellbeing
- Community safety and infrastructure
- Environment
- Financial inclusion

**About your relationship with Sanctuary Group**

9. Have you discussed the proposal with a Sanctuary staff member? If so, please write their name below.

**About your project costs**

10. What is the estimated total cost of the project (please provide a full detailed breakdown)?

11. How much are you requesting from the Community Chest fund?

12. How much additional investment do you have and where is this coming from (Including materials, volunteer time and in kind donations)

13. You will be awarded funding by cheque or electronic bank transfer. Please specify below your preferred payment method.

Date:

Signature:

**Thank you for completing an application for Sanctuary Housing's Chester Community Chest.**

For further information, please call **0800 131 3348 / 0300 123 3511** (mobile)  
or email **[contactus@sanctuary-housing.co.uk](mailto:contactus@sanctuary-housing.co.uk)**

Please email your application to **[ChesterCommunity.Chestfund@sanctuary-housing.co.uk](mailto:ChesterCommunity.Chestfund@sanctuary-housing.co.uk)**  
You will receive an email to confirm receipt of your application within seven working days.