



London Borough of

Ealing

Strategy and Change

Borough of Sanctuary Community Fund

Frequently Asked Questions - 2026/27

Document control	Details
Status	Final Version
Version	3.0
Launch Date	17th Aug 2026
Submission Deadline	20 th September 2026 11:59 pm
Open Fund budget	£90,000
Grant range	£1,000 to £20,000
Project duration	Small: up to 3 months; Standard/Strategic: normally 6-12 months
Latest project end	30 September 2027
Application forms	Small Grant Form / Standard and Exceptional Strategic Form
Applicant contact	See the Community Fund webpage for the published contact route

About this FAQ

This FAQ gives short answers to common questions about the Ealing Borough of Sanctuary Community Fund. Please also read the Guidance Information and the application form for the grant you want to apply for. The FAQ may be updated with dated clarifications during the application period.

Do not include personal data

Do not include names, addresses, dates of birth, Home Office reference numbers, immigration documents, identifiable family circumstances, health details or safeguarding details about individual sanctuary seekers. Use anonymised and aggregated information.

A. About the Fund

1. What is the Borough of Sanctuary Community Fund?

The Fund supports voluntary, community, faith and not-for-profit organisations to deliver projects that welcome, support and include sanctuary-seeking communities in Ealing. It is part of Ealing Council's Borough of Sanctuary Programme.

2. How much money is available?

There is £90,000 available in this open funding round. A separate £10,000 was used for Refugee Week activity in June 2026 and is not part of this round.

3. What grant sizes are available?

- **Small grant:** £1,000 to £3,000. For short projects lasting up to three months. Use the Small Grant Application Form.
- **Standard grant:** £3,001 to £10,000. Normally for projects lasting 6 to 12 months. Use the Standard Application Form.
- **Exceptional large grant:** £10,001 to £20,000. A maximum of one exceptional award may be made. Use the Standard Application Form and complete Section F.

All funded activity must finish by 30 September 2027.

4. How many grants will be awarded?

The council has not set a fixed number of small or standard awards. The final number will depend on the quality of applications, the amounts requested and the need for a balanced spread across priorities, communities, locations and organisation sizes. No more than one Exceptional Strategic Grant may be awarded.

B. Who the Fund supports

5. Who can benefit from the Fund?

Projects must directly benefit sanctuary-seeking communities in Ealing. This can include people seeking asylum, refugees, people arriving through humanitarian or resettlement routes, unaccompanied asylum-seeking children and young people, and others experiencing serious insecurity linked to forced migration or protection needs.

6. Is the Fund only for people seeking asylum?

No. However, this funding round particularly welcomes projects supporting:

- people who are currently going through the asylum process, including an appeal or review; and
- people within 12 months of receiving an asylum decision, whether the decision was positive or negative.

Projects supporting other sanctuary-seeking communities can still apply where there is clear evidence of unmet need.

C. Priorities

7. What are the Fund priorities?

Choose one main priority:

- **Priority 1:** Education, English language, employment and training.
- **Priority 2:** Wellbeing, connection and belonging.
- **Priority 3:** Advice, advocacy and transition support.
- **New or Unmet Needs.**

You may also choose up to two secondary outcomes.

8. What does "New or Unmet Needs" mean?

This route is for an important sanctuary-related need that is not sufficiently covered by the three main priorities. You will need to show recent evidence of the need, what is missing from existing services, why current services cannot meet the need, and what difference your project will make.

D. Who can apply

9. Who can apply?

The lead applicant must be a voluntary, community, faith or not-for-profit organisation. You must have suitable governance, financial arrangements, safeguarding arrangements and the ability to manage and report on the grant.

10. Can a new organisation apply?

Yes. An organisation operating for less than 12 months may apply if it can show suitable governance, financial arrangements and delivery experience. Where these arrangements are not strong enough, an established organisation may need to act as an accountable body and hold the grant on its behalf.

11. Can an organisation based outside Ealing apply?

Yes, but the project must directly benefit sanctuary seekers in Ealing. You should explain your local delivery arrangements, Ealing partnerships or referral routes and why your organisation is needed.

12. Can faith organisations apply?

Yes. The project must be open and inclusive. The Fund cannot pay for religious worship, proselytising or activity mainly intended to promote a particular faith.

13. Can schools, PTAs, council services or NHS organisations apply?

Schools and Parent Teacher Associations would not normally be lead applicants, but they can be project partners. Council services, NHS bodies and other statutory organisations cannot hold the grant but may participate as delivery, referral or strategic partners.

14. Can we apply with another organisation?

Yes. One eligible organisation must act as the lead and be responsible for the grant agreement, money, delivery, safeguarding and reporting. Partner responsibilities should be clear.

15. How many applications can our organisation submit?

An organisation can submit one application as the lead applicant. It may also be a partner in other applications.

E. What the Fund can pay for

16. What can the grant pay for?

Eligible costs may include:

- project staff and sessional workers;
- volunteer expenses;
- venue hire;
- interpretation and translation;
- travel connected with participation;
- materials and essential equipment;
- refreshments linked to project activities;
- outreach and publicity;
- safeguarding, DBS checks and training;
- monitoring and evaluation; and
- directly related project management and overheads.

Grant-funded staff and sessional workers should be paid at least the London Living Wage, where applicable.

17. Are overheads allowed?

Yes. Project management and directly related overheads may normally be up to 15% of the grant. A higher amount would need a clear explanation and council approval.

18. Can we buy equipment?

Yes, where it is necessary for the project and offers good value for money. Equipment costing more than £1,000 per item requires explicit approval and value-for-money evidence.

19. Is match funding required?

No. You can include other funding or in-kind support, but the same cost must not be funded twice.

20. What cannot be funded?

The Fund cannot pay for:

- activities that do not directly benefit sanctuary seekers in Ealing;
- general running costs unrelated to the project;
- costs incurred before the grant agreement is signed;
- political campaigning;
- religious worship or proselytising;
- personal grants or bursaries;
- costs already fully funded elsewhere;
- debts or loans;
- alcohol, gifts or unrelated hospitality;
- regulated advice delivered without the required authorisation; or
- activity where significant risks are not properly managed.

21. Can the Fund pay for advice services?

Yes, but regulated immigration, legal or other regulated advice must only be provided by an appropriately authorised, accredited or supervised provider.

F. Applying**22. Which application form should we use?**

- Use the Small Grant Application Form for £1,000 to £3,000.
- Use the Standard Application Form for £3,001 to £10,000.
- For an Exceptional Large Grant of £10,001 to £20,000, use the Standard Application Form and complete Section F.

23. Is the Exceptional Strategic Large guaranteed?

No. Only one award above £10,000 may be made, and it is not guaranteed. The application must score at least 75 out of 100, have no significant weakness and pass enhanced financial, safeguarding and delivery checks. If no application meets the standard, the money may be used for small and standard grants instead.

24. Do we need to provide immigration documents or personal stories?

No. Do not send Home Office reference numbers, immigration documents, names, addresses or identifiable case details about individual sanctuary seekers. Use anonymised or combined information instead. People must not be asked to share personal or traumatic experiences just to support an application.

25. What documents do we need?

You will normally need your constitution or governing document and your latest annual or management accounts. Depending on your project, you may also need safeguarding, privacy, health and safety, partnership or regulatory documents. Some documents, such as bank evidence and insurance, may be required before payment or project delivery rather than when you apply.

26. How do we submit the application?

Submit the completed application using the route shown on the Community Fund webpage. If disability, language or digital access makes the normal application process difficult, contact the council to agree an accessible or assisted way to apply.

27. What are the main dates?

- **Fund opens:** 10 August 2026.
- **Substantive clarification questions close:** 8 September 2026.
- **Live technical and accessibility support ends:** 5pm on 15 September 2026.
- **Applications close:** 11:59pm on 15 September 2026.
- Projects are expected to begin from November 2026, after grant agreements and required checks are completed.
- All projects must finish by 30 September 2027.

The applicant briefing date will be published on the Community Fund webpage.

28. Will late applications be accepted?

Normally, no. An exception may only be considered where the council confirms that a technical or accessibility problem prevented submission by the deadline.

29. What support will be available to applicants?

The Guidance Information, FAQ and application forms will be published together. An online applicant briefing will take place during the application period. Slides and anonymised questions and answers will be shared afterwards. Technical and accessibility support will be available during council working hours.

G. Assessment

30. How will applications be assessed?

The council will first check that the application is eligible and complete. Eligible applications will then be independently scored by two council officers and one VCSE or Ealing Sanctuary Forum representative against:

- fit with the Fund priorities;
- evidence of need and lived-experience involvement;
- equalities and accessibility;
- deliverability, governance and risk;
- outcomes and impact; and
- budget and value for money.

31. What score is needed?

A score of 60 or above means an application is fundable, but it does not guarantee funding. The Exceptional Large Grant must score at least 75 out of 100 and pass enhanced checks. Safeguarding, eligibility, financial controls and any required regulatory permissions are mandatory. A high score cannot make up for failing these requirements.

32. What happens if information is missing?

For a minor omission or missing supporting document, the council may give you three working days to provide it. You cannot use this process to rewrite or significantly improve your application.

H. Decisions and grants

33. Could the council award less than we request?

Yes. The council may offer a lower amount where the project can still be delivered successfully. You may be asked to provide a revised budget or project plan.

34. Can we ask for feedback if we are unsuccessful?

Yes. You may ask for short written feedback. There is no appeal simply because you disagree with the funding decision.

35. Can we ask for a procedural review?

Yes, if you believe the published process was not followed, a conflict of interest was not managed, or relevant information you submitted was not considered. You must request this within five working days of the decision letter. The council aims to respond within 10 working days.

I. If you receive funding

36. When can our project start?

Do not start grant-funded activity until the grant agreement has been signed, required checks are complete and the council confirms that delivery may begin. Successful organisations will also attend a short grant-holder induction.

37. How will grants be paid?

- Small grants will normally be paid in one payment.
- Standard grants will normally be paid in one payment, although instalments may sometimes be used.
- The Exceptional Large Grant will normally be paid 60% at the start and 40% after a satisfactory midpoint report.

The council may vary the payment arrangement where the risk assessment shows this is necessary.

38. Can we change the budget after receiving the grant?

You may move up to 10% of the total grant between approved budget headings without asking first, as long as the project purpose, activities, outcomes and eligible use of the money do not change. Larger or significant changes need written council approval.

39. What monitoring will be required?

Monitoring will be proportionate to the size and risk of the grant:

- **Small grants:** short final report and spending summary.
- **Standard grants:** midpoint check-in and final report.
- **Exceptional Large Grant:** formal midpoint and final reports, including evidence of spending.

Monitoring will cover delivery, people supported, outcomes, spending, risks, learning, equalities and accessibility. Do not include identifiable personal or immigration information in monitoring reports.

40. Will successful awards be published?

Yes, after the grant agreement has been signed. The council may publish the organisation name, project name, amount awarded, broad location, short summary and expected outcomes. Personal information about sanctuary seekers will not be published.

41. How should we acknowledge the funding?

The standard wording is: "Funded by Ealing Council's Borough of Sanctuary Programme."

Use of the Ealing Council logo must follow council branding requirements. Press releases or significant public announcements referring to the council or Fund require prior Communications approval.

J. Getting help

42. Where can we get help?

Use the applicant contact route published on the Community Fund webpage. Substantive clarification questions must be submitted by 8 September 2026. Technical and accessibility support will remain available during council working hours until 5pm on 15 September 2026. Support does not guarantee funding.

Privacy reminder

Do not include identifiable personal information about sanctuary seekers in applications, monitoring reports, feedback or case studies. Use anonymised and aggregated information.