

Salford CVS

Hate Crime Awareness Fund Guidance for Applicants

2025/26



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Section 1 – About the fund

What is the Hate Crime Awareness Fund?

This fund will be awarding grants of up to £500 to support organisations to deliver activities during Greater Manchester Hate Crime Awareness Week (2nd – 6th February 2026) **OR** up to £750 for activity throughout the month of February 2026. The aim of the fund is to increase people's understanding of hate crime, how and why hate crime incidents should be reported through Hate Crime Reporting Centres/Ambassadors, and to promote services available for victims of hate crime.

Hate crime is an offence (physical or verbal) that is targeted at a person based on their:

- **race or ethnicity**
- **disability**
- **religion or belief**
- **sexual orientation**
- **gender identity (transgender)**
- **subculture (e.g. punks or goths)**

Salford's Community Safety Partnership understands that for the public to have the confidence to report hate crime, they need to know the reports will be taken seriously and dealt with accordingly. The partnership has worked hard to increase reporting of hate crime by working with Hate Crime Reporting Centres and wider community organisations. This fund aims to boost community confidence by providing small grants for organisations to run fun, engaging and informative community activities in and around Hate Crime Awareness Week 2026.

Important dates

Fund opens	15 th October 2025
Application deadline	12.00pm (midday) on Monday 24 th November 2025
Decisions expected	Mid-December
Delivery period	February 2026
End of project report due	Within one month of project completion

Fund priorities

Hate crime has profound negative impacts for victims and communities. It causes tensions to arise in communities and increases the possibility of further incidents of hate crime. It is essential that people in Salford understand what hate crime is and have the confidence to report it to ensure safe and positive communities for all. **This fund is looking to support projects for people who may be more at risk based on the protected characteristics above (page 3).**

A key part of hate crime awareness is being able and having the knowledge of where to report hate crime incidents. **As well as traditional Hate Crime Reporting Centres (a full list of centres in Salford can be found [here](#)), Salford City Council are introducing Hate Crime Reporting Ambassadors**, transitioning from the traditional Hate Crime Reporting Centres. Hate Crime Reporting Ambassadors will be equipped to support individuals in reporting hate crime, promote empathy and cohesion, and act as visible, trusted figures in their communities. Although Hate Crime Reporting Ambassadors will eventually replace Hate Crime Reporting Centres, this year both reporting routes can be used and promoted. **More information about Hate Crime Reporting Ambassadors and how to become one, can be found [here](#).**

All funded organisations will be required to **tell their community about the different routes available to report a hate crime, including the new Hate Crime Reporting Ambassadors**. This could be by hosting an event at a Centre, creating flyers or posters or including questions in a quiz about the Centres/Ambassadors – however you feel it is best to inform people.

All funded groups will need to ensure that their projects are **promoted wider than their usual networks** to encourage attendance from the wider community. Hate crime affects everyone and it will take the whole community to help tackle it.

All projects must:

- Raise awareness of hate crime amongst people more at risk of hate crime based on the protected characteristics on page 2 of these guidance notes.
- Aim to reach out to people beyond their existing membership to engage the wider community.
- Educate attendees on what hate crime is, how it is reported*, where to report it and the services available** to support victims of hate crime.

- Deliver all activities in Salford, for the benefit of Salford residents (unless there is a specific reason that this is not possible i.e. the facilities are not available in Salford).
- Promote activities via Salford City Council's Community Cohesion Working Group and Community Safety Partnership.

* Salford City Council is currently accepting [Expressions of Interest](#) for the Hate Crime Ambassadors programme. Applicants are invited to share this opportunity with visible and trusted members of your organisation or group.

**Support for victims of hate crime ([Greater Manchester Victims Services](#))

Who can apply?

This fund is open to VCSE sector organisations and Hate Crime Reporting Centres. Organisations that meet the criteria below are eligible to apply:

- Voluntary, community and social enterprise (VCSE) sector organisations
- Full member of Salford CVS at the time of application. To apply for membership please visit: salfordcvs.co.uk/membership
- Hate Crime Reporting Centres who are not a VCSE organisation would need to link up with a local VCSE organisation.
- Based or have a strong track record of delivering in Salford
- have an organisational Bank account with 2 signatories who are not related to each other
- Fully up to date with grant reporting to Salford CVS

What can the grant be spent on?

Most reasonable costs that are necessary to run your group or project, including (but not limited to):

- Venue hire
- Purchase or hire of equipment/materials
- Sessional worker/facilitator and/or staffing costs
- Volunteer expenses (linked to a project)
- Refreshments (including for participating staff and volunteers)
- Promotion
- Public liability insurance

- A contribution to overheads/management costs (must be proportionate to the project)

What can the grant not be spent on?

- Costs for meals, trips or one-off events unless there is a clear and compelling need and benefit for the community
- Alcohol
- Retrospective costs (i.e. costs that have already been incurred or for activities that have already happened before a grant has been awarded)
- Costs for work that statutory bodies (such as schools or local authorities) have a duty to fund
- Projects or activities taking place outside Salford, unless a clear rationale is given

What policies / other documentation are required?

All organisations will be expected to have the following policies in place at the time of application:

- a) Health and Safety policy
- b) Equality/Diversity (statement/policy)
- c) Risk assessments
- d) Public Liability Insurance (cost can be included in budget)
- e) Safeguarding Children policy (if applicable)
- f) Safeguarding Adults policy (if applicable)
- g) Volunteering policy (if applicable)

What support is available to applicants?

Support with your project

If you would like Salford Council to help promote or attend your activity please make contact with the team via lucy.wright@salford.gov.uk or community.safety@salford.gov.uk to discuss how we can do this. Unfortunately, we will not be able to attend all events as we will be delivering our own hate crime activities throughout that week.

A 4 week notice period will be required if you would like us to attend.

Greater Manchester Police may be available to assist with your project activity. Please contact your local Police Community Support Officer (PCSO) for assistance.

Support with your application

If you have any questions or concerns about completing the application form, or you would like to discuss your project proposal with a member of the Grants Team, please contact Klaudia Miskis, Interim Grants Coordinator at grants@salfordcvs.co.uk or phone 0161 787 7795. The Grants Team are also available to provide a pre-application read-through and feedback.

Wider development support

Salford CVS can also offer practical support to VCSE organisations with developing policies, accessing volunteers, and accessing wider funding. For further information, visit our website at:

www.salfordcvs.co.uk/development-support

See our online Safeguarding in Salford resources:

www.salfordcvs.co.uk/safeguarding-salford

You can also contact our Development Team by phone 0161 787 7795 or email at:

office@salfordcvs.co.uk

How to apply

Please read this guidance in full to ensure your application meets the criteria. To apply, submit a completed application form in advance of the application deadline.

Please complete the application form and submit it by email to grants@salfordcvs.co.uk in WORD format. Alternatively, it can be posted to: Salford CVS, The Old Town Hall, 5 Irwell Place, Eccles, M30 0FN

When is the closing date for applications?

The fund will close to applications at **12:00 noon on Monday 24th November 2025**.

How will applications be assessed?

- On receipt of applications, Salford CVS will undertake eligibility checks

- All applications that are eligible will be independently scored by a panel consisting of representatives from NHS Salford ICP, a large VCSE-sector organisation and Salford CVS
- The assessment panel will meet to agree the awards
- Unsuccessful applicants will be provided with a summary of feedback from the assessment panel

In the event of more than one application receiving the same or a similar score, tipping factors may support the decision-making process. These include:

- To get a wider range of beneficiaries
- To get a wider geographic spread across Salford
- To fund applicants who have not been funded before, or who have not received funding from Salford CVS in the current financial year
- Where the applicant has a poor or weak monitoring track record for previously funded work

When will we hear the outcome?

All applicants will be informed by email by mid-January 2026.

Unsuccessful applicants will be provided with a summary of feedback from the assessment panel.

What happens if we are awarded a grant?

Successful applicants will be notified of their grant by email. Please read the offer letter attached to the email in full, which contains important information about the grant including the amount awarded, any conditions, and next steps to claim the grant. Once the required documents have been received we aim to issue the grant by bank transfer within 5-10 working days.

How long will we have to spend the grant?

All organisations receiving a grant will have to the end of February 2026 to spend the grant.

How will our project be evaluated by Salford CVS?

Successful applications will be asked to record and report back on what they've delivered and achieved that includes details of:

- Number of people with protected characteristics who are now aware of hate crime (i.e. people who identify with communities targeted by hate crime)

- Number of people beyond your existing membership who have been informed about hate crime
- How you promoted [hate crime reporting routes](#)
- Photos, quotes, videos, stories/mini case studies of your event(s)

In practical terms, this will mean providing feedback to Salford CVS in the shape of a simple report form when your project is complete. We may also select your project for a monitoring visit (in person or remotely) to help us understand how you are getting on, for quality assurance and to see if you're in need of support.

As guardians of public money, Salford CVS requires all funded organisations to keep receipts for all project spend after your project completes. Salford CVS undertakes spot-audits every year and you may be asked to provide evidence of your spending.

With your help in providing simple feedback, we can demonstrate how grants and investments can make a real difference to the wellbeing of local people. This is important in helping us report back to our funders and wider partners and helps secure investment in our sector over the years to come.

Any further questions?

Please contact the Grants Team by phone 0161 787 7795 or email at: grants@salfordcvs.co.uk

Section 2 - Completing Application Form

Contact Information

Question a) – Please give the name of the lead contact for this application / project. They will be the primary point of contact for all matters relating to this application and any successful project award.

Question b) – Please give a secondary contact. They will only be contacted if we have difficulty reaching the lead contact.

Unincorporated Associations (community/voluntary groups): both contacts should be members of your management committee.

Organisations: at least one contact must be a board member or senior member of staff.

About your organisation

Question 1) – Please give the full name of your organisation. This should match the account name on your organisational bank account.

Question 2) – Please give the registered address of your organisation. If you don't have a registered address as such, please provide the address of your Chair.

Question 3) – Please give your organisation's turnover for the last full financial year.

Question 4) – Please tell us how your organisation is constituted; examples are provided below:

- Unincorporated Association or Community Group
- Company Limited by Guarantee
- Registered Charity
- Charitable Incorporated Organisation
- Community Interest Company

- Community Benefit Society
- Cooperative Society
- Other (give details)

Please note:

- All organisations must be not-for-private-profit
- Companies Limited by Guarantee must have an 'asset lock' to prevent the transfer of assets to individuals
- Some charities might also be a company limited by guarantee
- If you are a Hate Crime Reporting Centre, please let us know how the VCSE organisation you are linking with is constituted.

Question 5) – Please give your organisation number (i.e. registered with the Charity Commission or Companies House). Please note that Unincorporated Organisations / Community Groups will not have an Organisation Number.

Questions 6) – Please provide links to your organisation's website and social media accounts (if applicable)

Questions 7-8) – We are keen to support all staffed organisations that pay a minimum wage of at least **£12.00 per hour** as set by the Living Wage Foundation. We also actively encourage organisations to become an accredited [Living Wage Employer](#). If you don't employ staff, please tick the 'not applicable' box (N/A).

The cost of Living Wage Employer accreditation fees varies according to the size of your organisation, starting at £71 per year for those with fewer than 10 employees. This includes regular third-party contractor staff. For full details of the costs please contact the Living Wage Foundation via [their website](#).



Question 9) – If your organisation pays all staff at the real living wage rate of £12 or more, but is not accredited as a Living Wage Employer, you can request support from Salford CVS to meet your first year's accreditation fees.

Question 10) – We expect all organisations to have relevant policies in place at the time of application. Please note that Public Liability Insurance costs can form an element of your bid. If you need advice or support on developing policies, please see the 'What support is available to applicants?' section above.

If applicable to your project, you will need to submit copies of the following documents along with your application:

- Safeguarding Adults Policy
- Safeguarding Children Policy

About the project

Question 11) - Please give your project a memorable name. This helps us identify your project should your application be successful.

Question 12) – Please tell us when you plan to deliver your project, either A) during the week of Greater Manchester Hate Crime Awareness Week 2nd – 6th February 2026 **OR** B) throughout the month of February 2026.

Question 13) – You might find it useful to think of this section of the answer as an advert for your activity. Please use simple language to explain the type of activity you are planning. Your response should clearly indicate details such as what activities you will be delivering, when, the frequency and length of activities (if you are not running a one-off event), where it will take place, and details on whether you are going to be delivering your project with another VCSE organisation or Hate Crime Reporting Centre.

There is a particular need for projects to either link with or promote Hate Crime Reporting Centres/Ambassadors, please also tell us in this answer how you plan to do this for example your activity may take place in one of the centres, or you may have posters at your venue with details of the different centres.

Question 14) – Please explain how your project will increase people's understanding of hate crime, how to report hate crime and services available for victims of hate crime. Please use simple language to explain the practical ways you will do this. *e.g. we will create a quiz about hate crime and talk through the answers as a group during our coffee morning event.*

Question 15) – Please use simple language to tell us who will benefit from the project. Mention anything that distinguishes them or that they have in common. For example, they might live in the same area, have a shared background or culture, or have similar hobbies or interests. This grant is available to organisations

supporting people who may be more at risk of hate crime based on the protected characteristics mentioned in section 1 of this guidance.

Question 16) – Statistics tell us that some communities fall victim to hate crime more than others; however, anyone can be a victim. It is essential that everyone understands hate crime and how to report it in order to prevent incidents from happening. Please tell us how you plan to engage people from outside your usual network. *e.g. We will drop leaflets at 5 community venues in our neighbourhood.*

Question 17) – Please estimate the number of people who will be able to attend or interact with your activity/ies. Be realistic – we are interested in organisations delivering good projects with a manageable number of beneficiaries.

Question 18) - Please give your best estimate for the number of people you don't usually engage with that you will target. Be realistic – we are interested in organisations delivering good projects with a manageable number of beneficiaries.

About the money

Question 19) – Please give an overview of what your project will cost by describing each item and breaking down your calculation so we can see how you've arrived at the cost for each item. See some examples below.

Example 1

Acceptable: Venue hire – 5hrs/wk @ £30ph x 4 weeks = £600

Not acceptable: Venue hire – £600

Example 2

Acceptable: Refreshments @ £2.50 pp x 15 people x 4 events = £150

Not acceptable: Refreshments = £150

If other money is being used to support this project:

If you have other sources of money, it may be you're only looking for a contribution to certain costs (see the example below).

Description of item	Breakdown of calculations	Item cost	Amount requested
Venue Hire	4 hours per week @ £10ph x 10 weeks	£400	£250

Full cost = £400

Amount requested = £250

Amount from alternative sources = £150 (e.g. an annual raffle)

Therefore, the total cost of the project may be more than the amount you're requesting from this fund. If this is the case, please include the other sources of funding which will support this project and whether the money has been secured or whether an application is pending (see example below). **Such match funding is desirable but not essential.**

If applicable, where is the rest of the money coming from?		
Source of funding	Amount	Funding Secured?
Annual raffle	£150	Yes

Please attach

- **All applicants** need to submit a scan or photo of a recent bank statement or paying-in slip (dated in the last 6 months)
- **If the project involves working with children or adults** at risk, your safeguarding children and/or safeguarding adults policy must be submitted along with the completed application form. Please answer Yes or No. **If Yes, you must attach the relevant policy**

Declaration

Please confirm that you have read the [Terms and Conditions](#) of this grant by giving the name and role of the lead applicant within your organisation.