



Easy
Read

Hong Kong Empowerment Fund

Supporting people from Hong Kong in London

Money we are giving out to help people



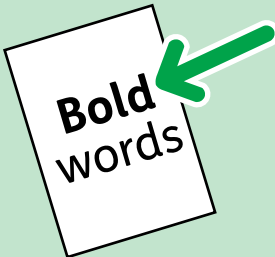
Easy Read



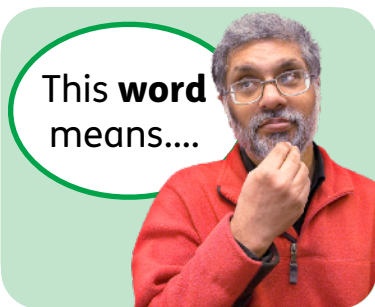
This is an Easy Read version of some information. It may not include all of the information but it will tell you about the important parts.



This Easy Read booklet uses easier words and pictures. Some people may still want help to read it.



Some words are in **bold** - this means the writing is thicker and darker. These are important words in the booklet.



Sometimes if a bold word is hard to understand, we will explain what it means.



[Blue and underlined](#) words show links to websites and email addresses. You can click on these links on a computer.

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About this booklet



This is information about support for people from Hong Kong who live in London.



The Greater London Authority (GLA) is giving out money to support people from Hong Kong - called the **Hong Kong Empowerment Fund**.



This money will help people from Hong Kong to do more in their local areas with other Londoners.



We will explain:

- Why we are giving out this money.



- Who can apply for the money and how to apply for it.

Why we are giving out this money



In 2021 the UK agreed that some people who live in Hong Kong could move to the UK if they wanted to.



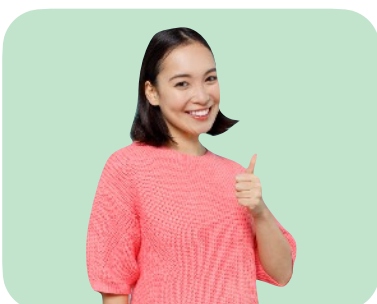
This is because of new Chinese laws in Hong Kong that some people did not want to live under.



Since then 135,400 people have moved from Hong Kong to the UK.



About 1 in 5 of those people has moved to London.



We want to help people who have moved to the UK to feel welcome and take part in their local areas.

What we want the money to be used for



We want to help people from Hong Kong to fit into their local areas and know about British life.



We will give money to organisations that help people from Hong Kong to do that.



We want to give money to organisations that people from Hong Kong trust.



We know that smaller organisations might not be able to get money from other places on their own.

So we have 2 pots of money to give out:



1. **The Growth Grant - this is money for organisations that are run by or for people from Hong Kong.**

We will give out up to £15,000 to each organisation to help with:



- Helping people from Hong Kong to take part in their local area.



- Linking people from Hong Kong with other support groups.



2. The Collaboration Grant - this is money for 2 or more organisations to work together

We will give out up to £50,000 to 2 or more organisations to work together to:



- Connect different groups of people from Hong Kong together.



- Support different groups to share what they know.

How organisations should use the money



We have some aims that we would like organisations to use the money for.



Aim 1: Helping people from Hong Kong to feel part of their local area.

This might include:



- Helping people to feel that they are welcome in London.



- Supporting people from Hong Kong to share their ideas about how to sort out issues in their local area.

This might also include:



- Helping people to trust the services that they use.



- Supporting people to take part in life in the UK, like voting.



Aim 2: Supporting people from Hong Kong to find a job or start a business.

This might include:



- Helping people with training in how to get a job.



- Supporting people to get the certificates they need.

This might include:



- Supporting people who want to start a business.



- Telling companies and organisations how people from Hong Kong could work for them.



Aim 3: Improving the English language skills of people from Hong Kong.

This might include:



- Letting people know about chances to go to English classes in London.



- Letting people know about the different ways they can get support to improve their English.

This might also include:



- Helping people find English classes and support at the right level for them.



Aim 4: Supporting people from Hong Kong to have enough money to look after themselves.

This might include:



- Letting people know about the support they can get if they do not have enough money to live on.



- Giving advice to people to help them if they are struggling with paying for the things they need to live.



- Finding out how much people are struggling with paying for the things they need to live.

This might also include:



- Supporting people to get the help they need if they do not have enough money to live on.



Aim 5: Helping people from Hong Kong to use council and other services.

This might include:



- Telling people about the services that they can use.



- Supporting people to use services.



- Telling people about the local area and British ways of life.



Aim 6: Supporting the health and mental health of people from Hong Kong.

This might include:



- Making a safe space for people to do activities that improve their health or mental health.



- Helping people to feel less lonely or homesick.



- Supporting people to use special services if they have mental health issues.



- Bringing people together to share stories of how they have become part of their local areas.



Aim 7: Helping people from Hong Kong to feel safe and know how to report a hate crime.

Hate crime is being harassed or attacked because people think you are different.

This might include:



- Making a space where people can meet and understand other people who live in their local area.



- Improving services that support people's safety needs.



- Helping people to understand hate crime and how to report it to the right services.



These aims are not the only ways that organisations could use the money.



If there are other ideas on how to meet the needs of people from Hong Kong, we welcome these other ideas.

Checking how the money is being used



We are interested to know how the money we give out is making a difference in people's lives.



We also want to know how organisations have dealt with any issues they face.



We ask organisations we give money to to write 2 reports about their project.



One report will be written in the middle of the project.



One report will be written at the end of the project.



The organisations should tell us how they have supported people's needs.



This should match how they wanted to meet people's needs when they applied for money from us.

Which organisations and groups can apply

We want applications from organisations or groups that:



- Are **equity-led**.

Equity-led means most of the people who run the organisation are people who are from Hong Kong.



- Have ideas that meet one or more of our aims, listed on pages 9 to 16.



- Are planning to work in London or online with people who live in London.



- Want to use the money for their work over 6 months.



All ideas for projects should be **community-led**.

Community-led means that people from Hong Kong should be part of planning and doing the project.

About the Growth Grant



£15,000

We will give up to £15,000 to organisations or groups run by or for people from Hong Kong.



**Less than
£200,000**

These organisations or groups should:

- Have less than £200,000 coming into their organisation every year.

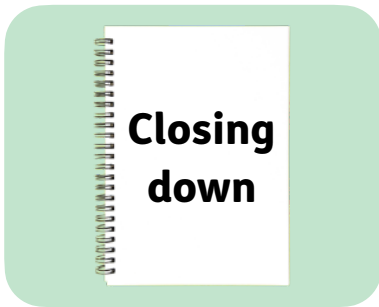


- Have a **partner** organisation if the group is not legally set up. A **partner** might be a charity or community organisation that is legally set up.



- Have at least 2 people running the organisation who are not related to each other.

These organisations or groups should also:



- Have a document in their (or their partner's) legal set-up that says how the organisation can be closed down if it needs to be.

If you are applying with a partner organisation, the partner should also:



- Agree to take and look after money for you.



- Follow the rules about how the money is used and sign an agreement to say they will follow the rules.



- Have good policies for how they work, like keeping people safe and dealing with complaints.

If you are applying with a partner organisation, the partner should also:



- Help the group they are supporting to follow their policies for how they work.

About the Collaboration Grant



£50,000

We will give up to £50,000 to 2 or more organisations to work together.



There should be 1 lead organisation that is named on the application.



Lead organisations need to show that they have good policies for how they work, like keeping people safe and dealing with complaints.



Lead organisations should be legally set up, like a charity or community group.



The application should say clearly how the different organisations will share the work they are going to do.



All groups and organisations that are applying should agree and sign the application form.

What we will not give money to

We will not give money to organisations that:



- Make money.

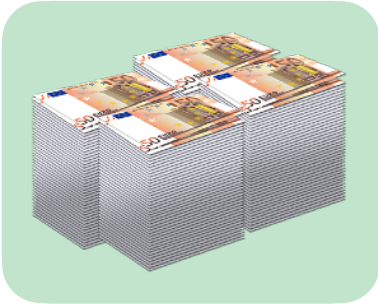


- Are local councils.



- Are schools or other education organisations.

We will not give money to project ideas that:



- Are about making money.



- Plan to charge too much money that might stop some people from taking part.



- Could get money for their work from other places, like local councils.



- Want to tell people about a certain religion.



- Want to tell people about a certain political view or political party.

We will not give money to project ideas that:



- Are about covering costs that the organisation has already spent in the past.



- Are about covering costs of repairing buildings or other big organisation costs.



- Are about paying a loan back.

Applying for money

How to apply



There are 2 stages to applying for money.



The first stage is writing an application.



The second stage is having an interview with us.



All applications need to be sent to us online.



For organisations that are run by or for people from Hong Kong, applying for the Growth Grant, the form is here: www2.grantrequest.co.uk/Application.aspx?sid=123&aid=44084



For 2 or more organisations working together, applying for the Collaboration Grant, the form is here: www2.grantrequest.co.uk/Application.aspx?sid=123&aid=44085



Organisations will also have to send us copies of some documents when they apply.

These documents are:



- Safeguarding Policy - this is rules about how the organisation will keep people safe.



- Equality and Diversity Policy - this is how the organisation will include different groups of people.

These documents are:



- Two letters from a **trusted person**, saying that it is a good idea to give the group the money.

A **trusted person** could be a doctor, a church or a charity.



- A record of how much money the organisation has taken in over the last year.



- A document that shows that the organisation has a bank account that needs 2 people to sign to agree to money being taken out.

The interview



We will look at all of the applications and pick some that we would like to speak to before deciding who will get the money.



We will invite these organisations to an interview to find out more about their projects.



We will give the projects a score based on what the organisation tells us.



We will tell the organisations at least 1 week before they need to come to the interview.



The interview will happen online and will take about 1 hour.

Information session



We will run an information session for organisations to find out more and ask questions.



This will happen online and it will be recorded so others can watch later on.



The session will happen on Wednesday 6 March 2024 at 12.00pm.



You can register for the event on this website:

<https://www.eventbrite.co.uk/e/hong-kong-empowerment-fund-information-session-tickets-850806032747?aff=oddtcreator>

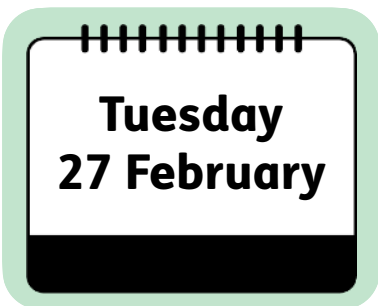
Technical support



If you have any issues with sending your application, you can email Groundwork London:

HKEmpowermentFund@groundwork.org.uk

Dates when things will happen



Organisations can start sending their applications to us from Tuesday 27 February 2024.



We will have an information session on Wednesday 6 March 2024.



We will stop taking applications on Wednesday 27 March 2024 at 9.00am.



We will interview people about their applications from 10 to 19 April 2024.



We will meet with organisations we want to give money to in May 2024.



Organisations will need to keep in touch with us about how the project is going from the end of May 2024 to November 2024.



Organisations should send us their end of project report by December 2024.



We will pay out the money at the times that we agree with the organisations.

Checking organisations before we agree to give them money



We will need to do some checks of organisations before we give out money.



This is to make sure that the organisations are run well - it is known as **due diligence**.



We will ask organisations to show us evidence of how they run.



We will ask for this information when we tell organisations that they could get money from us.

Support for organisations that get money



All organisations that get money will be invited to regular meetings with Greater London Authority staff.



These meetings will help our staff to understand how the projects are going.



There may be issues that projects face which officers can help with.



More information about what will happen at these meetings will be given when we first meet with organisations who will get money.



Organisations will also be invited to join a scheme that will provide support to projects.



The support will include supporting skills and knowledge of the organisations.



The aim of this is to help organisations to make the most of the money that they get, and help them to do more in the future.



Thank you for your interest in supporting people from Hong Kong.



We look forward to hearing from you.

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