

Aspire Awards Terms and Conditions

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General Aspire Awards Terms and Conditions:

These apply to all four grant funds. Grant specific terms and conditions are also included on subsequent pages.

- To apply for an Aspire Award you must be living in a Guinness property or have been using Guinness services for at least six months. Or have lived in a Wulvern property since 5 September 2016.
- You must be named on the Tenancy or Lease Agreement, or be the child of the tenant/leaseholder/shared owner and living at the property at the time of submitting your application and receiving your award.
- Applicants must be aged 16 or over.
- Only completed application forms with the correct supporting paperwork will be considered.
- Funding is paid directly to the supplier or training provider and is non-transferable. Payments will not be made retrospectively for courses or equipment previously paid for.
- If the funding required is later found to be less than that approved then Guinness will only provide the grant at the lower amount required.
- If the funding required is subsequently found to be higher than that previously applied for the applicant will be responsible for raising the funds for the additional amount.
- If approved the grant is applicable only for the course, equipment or items specified in the original application, subsequent additions will not be considered.
- Grants can only be used for the intended purpose. If we believe any fraud has taken place in relation to your grant, you will need to repay the full sum of money.
- Where equipment, tools or clothing are being funded, Guinness reserves the right to provide a similar product to that requested.
- Guinness will make checks when considering your application, including looking at your rent account and Anti-Social Behaviour (ASB) record. If you are in rent or service charge arrears you must have a payment plan in place and be adhering to this for your application to be considered. If you are found to be a perpetrator of ASB your application may be affected, but this will be reviewed on a case-by-case basis.
- The Aspire Awards are not open to employees of entities within The Guinness Partnership Group.
- It is the applicant's responsibility to check the validity of the training provider or supplier.

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- Guinness does not accept responsibility for management of the relationship between the applicant and any course provider.
- Awards will only be granted once per financial year to an applicant or project.
- We will keep your details on file and may share your information with external auditors.
- If successful, by accepting the grant you are accepting that we may share your story in media, for instance with local press, on our website, in social media and in publications.
- The Guinness Partnership Ltd. reserves the right to refuse or withdraw funding at any time. The decision of The Guinness Partnership Ltd. will be final and no further correspondence will be entered into.
- Courses must be booked and an invoice issued and payments for equipment made within six weeks of you being notified that your application was successful. Payments must be complete within the financial year. Any funds not used by the end of the financial year will be withdrawn.
- Customers or service users are only eligible to receive two awards over the life time of the awards programme.

Your Degree Terms and Conditions:

If you're applying for a 'Your Degree' grant the following terms and conditions apply alongside our general terms and conditions:

Our 'Your Degree' grant is available to support one customer or service user per annum who is aspiring to start or complete a law or medical undergraduate degree. Applicants must provide evidence of acceptance onto their chosen course along with evidence of obtained or predicted A level grades.

This includes:

- Course fees for an undergraduate degree in Law or medicine (levels 4 to 6 in the national qualification framework) up to £9,250 per applicant per annum only

Specific Terms and conditions:

- The applicant is responsible for booking on to the course and asking the provider to issue an invoice to Guinness for payment. Payments must be completed within the financial year the award is granted. Any funds not used will be withdrawn at the end of the financial year.

Guinness Partnership Aspire Awards Terms and Conditions

Your Career Terms and Conditions:

If applying for a 'Your Career' Aspire Award grant the following terms and conditions shall apply alongside our general Terms and Conditions:

The 'Your Career' grant is available to help residents and service users who want to complete training to help get into employment, improve their career prospects or start a small business but are unable to do so due to lack of money. Grants will only be considered where there is no other source of funding available.

This includes:

- training fees
- reasonable transport costs to attend training
- job-specific equipment including Personal Protective Equipment (PPE), books or uniforms.
- One-off business set up costs including equipment, professional advice fees and accreditations.

But excludes:

- driving lessons, unless there are exceptional circumstances or the application is linked to a specific career – e.g. funding for a HGV driving licence or training to become a driving instructor.
- funding gap years, groups or organisations, salaries or course fees level 4 and above in the National qualification framework, for instance undergraduate and post graduate qualifications and diplomas.
- travel abroad.
- laptops, computers, mobile phones, broadband packages or software - unless there are exceptional circumstances where the course is so bespoke that applicants are able to demonstrate that they are unable to complete the course without one. Or this is required to set up a small business and the applicant has no other means of funding.
- accommodation costs - unless there are exceptional circumstances.
- premises costs or staff salaries.

Specific Terms and Conditions

- Applicants can apply for up to £3,000 per application
- Where a training course has been approved, Guinness will only pay for one year or one module of the course per application – and is unable to commit to funding further years in advance.
- If successful the applicant is responsible for booking onto the course and asking the provider to issue an invoice to Guinness for payment or providing an itemised list of items with the details of the provider to Guinness.
- If you're planning on running a business from home you must have been granted permission via your local housing team prior to applying for an Aspire award.

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Your Talent Terms and Conditions:

If applying for a 'Your Talent' grant the following terms and conditions shall apply alongside our general terms and conditions:

This funding is available for customers with a proven talent in art, sports or music to cover costs of training or equipment. Grants will be considered up to a maximum of £1,500

This includes:

- training fees
- reasonable transport costs to attend training
- equipment

But excludes:

- driving lessons, unless there are exceptional circumstances.
- funding gap years, groups or organisations, salaries or course fees level 4 and above in the National qualification framework, for instance undergraduate and post graduate qualifications and diplomas.
- travel abroad.
- laptops, computers, mobile phones, broadband packages or software - unless there are exceptional circumstances where applicants are able to demonstrate that they are unable to pursue their chosen field without one.
- accommodation costs - unless there are exceptional circumstances.

Specific Terms and Conditions

- Applicants can apply for up to £1,500 per application
- Where a training course has been approved, Guinness will only pay for one year or one module of the course per application – and is unable to commit to funding further years in advance.
- If successful the applicant is responsible for booking onto the course and asking the provider to issue an invoice to Guinness for payment or providing an itemised list of items with the details of the provider to Guinness.
- Where travel costs have been approved, Guinness will book the transport agreed. We will, wherever possible, book the times requested unless there are cheaper reasonable alternatives. Guinness will not cover the cost of others travelling with the successful applicant.

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Your Community Terms and Conditions:

If applying for a 'Your Community' grant the following terms and conditions shall apply alongside our general terms and conditions:

The 'Your Community' grant is available to support customers or local groups, partners and agencies who want to make a difference through a one-off project or longer-term initiative. You will need to demonstrate how the project will help make the local community, block or scheme a great place to live. This could include building community spirit, helping to resolve a local issue or addressing an area of particular need. The initiative needs to benefit Guinness customers first and foremost and show that it has the support of the local community.

- Only applications with proven support from the local community will be considered.
- Awards are capped at a maximum of £10,000 per project per year.
- Applications may be made by any resident, group of residents, service user, advocate, or a Partner or agency working within Guinness communities.
- If an individual is applying on behalf of a community group, they will need to clearly demonstrate how the project will benefit Guinness service users.
- Applications can be made on behalf of residents or service users by a permanent employee, however, employees cannot be the benefactor of the project.
- Only one application will be considered per project per financial year.
- Applicants who have received grants in previous years are able to apply for further grants, however, preference will be given to those that have not received funding before.
- At least 80% of the beneficiaries must be Guinness residents or service users.
- The funding is not available to cover salaries or other staff overhead costs.
- Funding is not available for business start ups or those looking to supply a service to The Guinness Partnership Ltd.
- The applicant is responsible for checking whether VAT is applicable and invoicing accordingly. Note that Guinness will presume that all applications are submitted including the allowance for VAT and will only fund the amount stated on the application.
- The applicant is responsible for planning and managing the project and ensuring that health and safety best practice is adhered to during the project. Guinness accepts no responsibility for the planning or running of the project.