

Hull Food Partnership: Food Inequality Small Grant Funding Programme

Background

Since the Covid-19 pandemic and subsequent lockdowns, Hull has seen a significant rise in food inequality in the city, which has been reflected in larger numbers of food bank usage and food parcel distribution.

In order to support Hull Food Inequality Alliance and the numerous other organisations who are working to tackle food poverty in the city, Hull Food Partnership has developed a small grants programme funded by RB and Hull City Council. The aims of which are to enable VCS projects to pilot new approaches to addressing food poverty and financial inclusion together.

Grants available:

£2,000 grants for pilot projects to explore how new approaches to financial exclusion can enable people experiencing food insecurity to eat well and reduce the impact of financial exclusion on poor health outcomes and diet.

£500 grants for smaller projects that bring communities together over the medium of food. This could include a wide range of free opportunities for people to learn about, share and enjoy healthy and sustainable food - e.g. through talks, challenges and competitions, demonstrations, intercultural and intergenerational events, food festivals and town meals.

Please note that you can only apply for one grant and you will need to declare which grant you are applying for in this application.

What the Hull Food Partnership small grants programme WILL fund:

- Items of equipment or small adaptations to buildings, for example:
 - Fridges, freezers or other kitchen equipment, extending a kitchen area to enable cookery courses growing containers
 - Gardening equipment
 - Laptop for effective project management
- Project costs, for example:
 - Venue hire
 - Refreshments
 - Food items*
 - Publicity leaflets
 - Stationery

*If you do use this grant to secure food supplies, we expect you to adhere to the highest possible standards of procurement whilst meeting the needs of your beneficiaries. This includes considering the environmental sustainability and ethical standards of all food supplies, as well as the quality, nutritional value and cultural appropriateness of food for beneficiaries. Where possible, we ask that food supplies are sourced from local, independent business or services with high environmental standards.

What the Hull Food Partnership small grants programme WILL NOT fund:

- Projects that focus on animals or pets.
- Projects that focus on delivering a specific religious or political message.
- Projects that only focus on delivering food aid.

Who can apply:

Voluntary, Community and Social Enterprise organisations with an annual income of below £100,000 that are based within and deliver their services to people who live within the boundaries of Hull City Council unitary authority. These include small local community and voluntary groups, registered charities, foundations, trusts, social enterprises and co-operatives. It should be noted that priority will be given to small groups with limited access to funding.

Due diligence will be undertaken to ensure this funding opportunity is effectively delivered.

Who can NOT apply:

- Organisations based outside of Hull are ineligible to apply for this funding. This includes organisations based in the East Riding of Yorkshire who may deliver services in Hull.
- Private companies that run their activities for profit.
- Organisations with friends or relatives connected to the Hull Food Partnership Steering Group.

Grant submissions and work commencement

- Applications for these grants need to be submitted by **5pm Friday 29th of October 2021**.
- Applicants will be informed of the grants panel decision **week beginning 15th of November 2021**.
- Work funded by this grant must be delivered within the period of **November 2021 to the end of March 2022**.

Use the form below to apply for a grant. Fill in the relevant sections and return this document to us by email. **Please keep to the word limit for each question and do not submit additional materials** other than those requested below.

Email your application to hullfoodpartnership@gmail.com by 5pm on Friday 29th of October. Please specify in the subject line the name of your organisation and which grant you are applying for (£2000 or £500).

APPLICATION FORM

SECTION 1 - Organisation

Name of your organisation:	
Address of your organisation:	
Website:	
Telephone:	
Email:	
Main Contact Person and Job Title:	
Organisation start date:	

What type of organisation are you?

Registered charity	
Company limited by guarantee	
Unincorporated club or association	
Community Interest Company (CIC)	
Charitable Incorporated Organisation (CIO)	
Other – please specify	

Income over last accounting year:	
Bank Account Name:	
Bank Sort Code:	
Bank Account Number:	

Staffing & Volunteers:

How many of each of the following are involved in the organisation? (Write number in box next to staff type)

Full time staff/ workers

Part time staff/ workers

Management committee

Volunteers excluding management committee

Please describe the overall aims and objectives of your organisation and the activities or services your organisation provides (200 words max):

SECTION 2 - ABOUT YOUR GRANT APPLICATION

Project name:

Please select which grant you are applying for:

£500

£2,000

Project funding start date:

Project funding end date:

Which area (estate, ward, borough) do most of the people who benefit come from?

Please provide a postcode which best represents the geographical area your project will benefit:

GRANT QUESTIONS (please choose to answer questions for **either** the £500 grant **or** the £2000 grant).

£500 Grant Questions

How do you intend to bring the local community together through the medium of food? (200 words max)

Who will benefit from this grant?
(200 words max)

£2000 Grant Questions:

How will your project address financial exclusion or food poverty?

(500 words max)

Who will be the primary beneficiaries of this project/service and how many people will benefit from this funding?

(200 words max)

SECTION 3 – PROJECT BUDGET, DECLARATION & CONSENT

What is the total cost of the project?	
How much has been raised so far?	
Project costs	
Requested amount:	
Total cost:	

Cost breakdown (600 words max):

Supporting Documents

Alongside this completed application please attach:

- A copy of your constitution or governing document for your organisation
- Your latest financial accounts (as a minimum this should include a balance at the start of the annual reporting period, details of all income and expenditure and a closing balance at the end of the period)
- Names, addresses and **EMAIL ADDRESSES** of your management committee
- A copy of your organisation's safeguarding policy (if working with children or vulnerable adults)
- **A COPY OF A RECENT BANK STATEMENT (LESS THAN 3 MONTHS OLD) FOR THE ORGANISATION - THIS MUST BE PROVIDED IN EVERY CASE. It should show account name, account number and sort code clearly. This is checked as part of our application process.**

General Terms and Conditions

1. Monies will be spent exclusively on the purpose as set out in the application form unless written permission has been received from Hull Food Partnership that a variation can be made.
2. You agree that you will not apply for, or obtain, duplicate funding in respect of any part of the Funded Activities which have been paid for in full using the Grant.
3. Hull Food Partnership must be informed immediately of any significant change to the organisation's circumstances that might affect their ability to deliver the project as outlined in the application. This includes any major loss of contracts, departure or changes of senior staff members, Chair or equivalent. Any such change must be reviewed and acknowledged by HFP.
4. Responsibility for all equipment bought with grant monies lies with the grant recipient.
5. Hull Food Partnership (HFP), under no circumstances, be liable for any damage, injury or loss of any kind whatsoever to any property or persons occurring as a result of activities undertaken with this grant.
6. Grant recipient to ensure that all necessary permissions, insurances and licences have been obtained for any project funded by the grant and that the project complies with all relevant regulations.
7. All financial records and accounts including receipts for items bought with the grant will be kept for at least 6 years and made available to HFP if requested.
8. Publicity rights are reserved as a condition of funding.
9. HFP is committed to transparency and will publish information about the grant recipient relating to the activity that has been funded, including the name of the funded organisation, the amount of the grant and the activity it was for. This information may appear in HFP press releases, in print and online publications, and will be available to download from the HFP/ Nurture Hull website.
10. I confirm that in addition to obtaining all relevant permissions and licences, I am not aware of any situation that could potentially result in a dispute with neighbours or other community members as a result of the funded project.
11. Should my application be successful, I accept any additional conditions detailed in the email outlining the grant offer .
12. A follow-up monitoring form will be completed and returned to HFP when the funding is fully spent, including case studies and photographs where appropriate.

Safeguarding

In this clause:

- Children are those under the age of 18; and adults at risk are those who are or may be at risk by reason of mental disability, sensory impairment, age or illness, and who are or may be unable to take care of themselves, or unable to protect themselves against significant harm or exploitation.
- In respect of children and adults at risk, You confirm that:
- You have all necessary safeguarding policies and procedures in place and that they are robust and fit for purpose;
- You will act in accordance with such policies at all times;
- You are committed to safe recruitment, selection and vetting and carry out appropriate checks on all members of staff, volunteers and others involved with your organisation who have contact with children or adults at risk, including (where applicable) DBS checks, checking references, requiring proof of identity and relevant qualifications and carrying out a face-to-face interview; and under no circumstances will any individual who is considered to pose a risk to children or adults at risk be deployed to work with these groups.

Declaration

Failure to comply with these terms and conditions and any additional conditions set out in the email outlining the grant offer may constitute a breach of terms and conditions. In the event that HFP considers that a grant recipient has breached the terms and conditions of their grant award, HFP reserves the right to request the return of the total grant awarded. No future applications for funding will be accepted from organisations in breach for a minimum period of two years and then only if the organisation is able to provide evidence of action taken to strengthen management capacity.

- I confirm that the organisational bank account requires, as a minimum, two unrelated signatories to operate.
- PAYMENT WILL BE MADE BY BANK TRANSFER. PLEASE PROVIDE A COPY OF YOUR BANK STATEMENT OR A BLANK DEPOSIT SLIP. **WE WILL NOT BE ABLE TO TRANSFER ANY GRANT MONIES IF WE DO NOT RECEIVE THIS** AS IT ENABLE US TO CONFIRM YOUR DETAILS.
- I confirm that the information given on the application form is true and my group has formally agreed that I can act on their behalf.

- Hull Food Partnership would like to follow up on successful applicants and potentially feature them in publicity activities. Please tick this box to confirm that you are willing to take part in, where appropriate, any publicity activities.
- We would like to keep in touch regardless of the outcome of your application as we may have other opportunities that we would want to let you know about. Please tick this box if you are happy for us to contact you.
- We would also like to be able to share your data with other funders or infrastructure support organisations who may be able to help. Please tick this box if you are happy for us to contact you or share your data for this purpose.

Declaration – I confirm the content of this application is correct at the time of writing

Name:

Signature:

Date:

Once complete, please send application form to:

hullfoodpartnership@gmail.com