

Good Food Small Grant Scheme

Application Guidelines



What is the Food Partnership?

The Brighton and Hove Food Partnership brings together over 150 members from across the city who have an interest in or concerns about food. Members include voluntary groups and organisations, schools, retail & catering outlets, statutory sector organisations, the media, politicians and community members.

We work across the community to strengthen the growth and development of a localised food system which promotes social equity, economic prosperity, environmental sustainability, global fair-trade and the health and well-being of *all* residents.

We aim to develop an integrated, cross-sectoral approach to food policy, which links initiatives within public health, environmental sustainability, community development, education, agriculture, cultural and economic development, waste management, urban planning/land use and tourism. Our strategy, *Spade to Spoon: Making the Connections A Food Strategy and Action Plan for Brighton and Hove* has just been launched and you can download a copy at: www.bhfood.org.uk. Alternatively, if you ring us on 01273 766 650 we can send a copy of the strategy summary to you in the post.

The Food Partnership has funding for a small grant scheme enabling communities and schools to develop projects that support the aims of the Strategy.

For more information about the Food Partnership, including how to become a member, please go to our website: www.bhfood.org.uk or contact Ann Baldrige at info@bhfood.org.uk or on 01273 766 650 (Wednesdays or Thursdays)



What can be funded?

The grants scheme is looking to fund school and community based projects in the following three areas:

- ***Projects that increase the availability of fresh, healthy food***

These are projects that work directly with school or community members and make fresh food available to them in a way that is socially and culturally acceptable as well as affordable. Examples of the types of projects include fruit & veg co-ops, cookery clubs, healthy lunch clubs in established catering outlets, projects within community cafes, healthy tuck shops, breakfast clubs and many more.

- ***Projects that build and/or strengthen healthy eating messages***

These are projects that promote healthy eating messages and involve school or community members in their development and production. It could include the production of a recipe booklet, resources about healthy diets for a specific age group or life event (e.g. pregnancy, weaning, widowers), awareness raising sessions, campaigns in catering or retail outlets.

- ***Projects build and/or strengthen a local and sustainable food system***

These are projects that aim to minimise the impact of the food system on the environment. This could be through encouraging people or groups to grow their own food, make links with farms, allotments or established growing projects, projects that raise awareness about the impact of the food cycle on the environment (e.g. food miles, packaging).

Priority will be given to projects that also support one or more of the following groups:

- **People in low income communities** areas with Sure Start, New Deal for Communities or Neighbourhood Renewal funding
- **Overweight or obese people in any age group**
- **Children or Young people** up to 18 years old
- **Older People** over 60 years old
- **Young families** parents up to 25 years old

If you are unsure whether your project idea fits these guidelines please call or email:

Ann Baldrige at the Food Partnership on 01273 766 650 (on Wednesdays and Thursdays), info@bhfood.org.uk
Jannette Smith, Food Development Worker at the Primary Care Trust on 01273 545 407,
jannette.smith@bhcpct.nhs.uk

For projects in schools, contact:

Lesley Potter, School Food Worker at the Primary Care Trust on 01273 545410, lesley.potter@bhcpct.nhs.uk



Who can apply?

- Community and voluntary based groups and organisations (with a governing document and back account with at least 2 signatories).
- Schools or members of the whole school community
- Individuals and informal networks of community members are also welcome to submit project proposals (you will need to be supported by a constituted group with a bank account who can hold the funds on your behalf)



Conditions

- Funded community organisations may apply if (a) the project is not within the already funded remit of the organisation and (b) the project can show the active involvement of members of one of the priority groups in its development, implementation and evaluation.
- The proposed activity or project should not duplicate an existing or ongoing initiative
- Projects should be completed within one calendar year on receipt of funding. (For projects that are ongoing the component of the project funded by this grant scheme must be clearly defined and completed within one year.)
- Applicants can only apply for funding for one project.
- Applicants are encouraged to demonstrate how their project will work in partnership with voluntary and statutory agencies, where appropriate.
- Successful applicants will need to provide a monitoring and evaluation report at the end of the calendar year (more information on this will be provided to successful applicants upon notification of funding).



How do I apply?

- Fill out the right application form; there is one to apply for £500 or less and one to apply for more than £500
- Application forms should be submitted to ***Ann Baldrige, Food Partnership Co-ordinator,*** by 5.00pm on **Wednesday December 13th 2006** by either post or email (details below).
- The Food Partnership Organising Committee will select those project outlines which best meet the criteria outlined above.
- All applicants will be notified in writing as to whether or not their project outlines have been selected.
- Funding will be transferred on the completion of a formal funding agreement between the Food Partnership and the successful applicant.



Important Dates:

Applications submitted by	13 December 2006
Notification of the results will be made by	1 February 2007
Money transferred to your account via BACS or by cheque	March 2007
Projects & evaluation reports must be completed by	31 March 2008



Information and Enquiries:

We understand that many people may not have experience in applying for grants. You are encouraged, if necessary, to get assistance in preparing your application from food or health organisations or the city council. You can seek assistance from the Community and Voluntary Sector Forum on 01273 234 000. If you live in a Neighbourhood Renewal Area, you can contact Caron Patmore, Neighbourhood Renewal Support Worker on 01273 291 022.

We aim to make the application process as simple and supportive as possible. Please feel free to contact us if you have any questions, or just want to run your idea past us.

For further information, advice or assistance contact:

Ann Baldrige at the Food Partnership on 01273 766 650 (on Wednesdays and Thursdays), info@bhfood.org.uk
Jannette Smith at the Primary Care Trust on 01273 545 407, jannette.smith@bhcpct.nhs.uk

For projects in schools contact:

Lesley Potter, School Food Worker at the Primary Care Trust on 01273 545410, lesley.potter@bhcpct.nhs.uk

Send completed applications to:

Ann Baldrige
Food Partnership Co-ordinator
Brighton and Hove Food Partnership
PO Box 5047
Brighton BN50 9NG

info@bhfood.org.uk