



COMMUNITY GRANTS FUND APPLICATION

Please answer all questions which are relevant to your organisation – failure to do so may result in a delay in the determination of your application

PROJECT <small>(In no more than 25 words)</small>	Nourishing our community as the cost of living continues to impact families	GRANT AMOUNT REQUESTED	£2,000
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Contact Details

Q1 Name of organisation making application: Shrewsbury Food Hub

Name of contact for this application

Title : Ms... First Name: Lois Surname: Winstanley

Position held in the organisation: Fundraising and Communications Officer.....

Contact Address, including full postcode:

.....
Postcode: !

Contact Telephone Number:

Email address:

About your organisation

Q2 What type of organisation are you?

Tick (✓) relevant category:

Registered Charity: (✓) Charity Registration Number 1171092.....

Voluntary Organisation: ()

Company Limited by Guarantee: () Company Number

Other – Please specify:

Q3 When was your organisation established?

2016

Q4 Briefly describe your organisation.

Describe your organisation, including how many members/users you have, whether there is a subscription fee and the usual activities/services you provide.
If you are a new organisation, describe the services/activities you plan to provide.

Our vision is a community where food is valued and not wasted. Since April 2016, we have redistributed good surplus food free to our community and promoted food waste reduction. We started small. In 2016, a group of six volunteers were collecting from M&S and delivering to five community groups. Today, 120+ volunteers collect surplus food from local supermarkets, manufacturers and farms and share it with 50+ local charities and community groups. We also collect surplus food from FareShare Midlands to supplement the amount of food we are able to collect from local suppliers. This increases the quantity and nutritional value of the food providing valuable support to our community at this time of deepening economic pressure on families. Our community partners include The Shrewsbury Ark, Shropshire Mind, Severn Hospice, the domestic abuse network, schools, play groups, youth clubs, Age UK day centres, lunch clubs for the elderly, and food banks. We also support 15 community Foodshare tables where everyone is welcome to collect a few bags of food to stop food waste and stretch family budgets. What we do benefits people and planet. There is no subscription charge; food is provided to community groups for free. We are a registered charity.

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Q5 If you are a subsidiary of a larger organisation, please state which one.

N/A.....

Q6 Does your organisation have an agreed Constitution or Memorandum of Association?

Please state which and attach a copy:

Constitution.....

Q7 What is your primary source of funding?

We raise income to fund a rolling 12-month budget with income raised from local fundraising activities, donations, corporate support, and charitable trusts and foundations.

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Details of the project or activity you are planning

Q8 Describe the projects/activity you plan to use this grant for.

- i. Try to be specific about what you will do and how you will do it.

We achieve a lot with very limited resources. Balancing our limited resources between operational delivery and service development and core administration is an ongoing challenge. The funding will contribute towards our food redistribution costs so that we can continue to support our community. It will help to cover volunteer expenses (training/support, hi-vis, fuel), charity van running costs, and FareShare surplus food purchase to supplement the food we are able to collect from local suppliers; this increases the quality and nutritional value of the food.

- ii. Please state how you have identified this need and how the project will benefit the people of Shrewsbury, together with the estimated time span. If you are seeking continuation funding for this project, please provide evidence for this continued need.

Feedback from our community partners and Foodshares confirms the pressure that the energy crisis and increase in food prices is putting on families. Our partner groups are stretched and numbers at Foodshares are increasing. At the same time, the UK throws away 9.5 million tonnes of food each year. Shrewsbury Food Hub addresses this by redistributing good surplus food from suppliers to organisations and groups that nourish our community. Our work has far-reaching social and environmental benefits to the people of Shrewsbury.

The food helps to support Shrewsbury's hard-hit community during the cost-of-living crisis, and we make sure that our partner groups are confident in signposting on for additional support that is out there, such as food banks, debt advice and mental health support.

The food provides our partners a vital point of connection, bringing people together and helping create strong relationships which allow support to be provided without stigma.

A Shrewsbury youth support team worker said: "It enables us to have food available for young people who may need it. Many young people hang out in groups but do not take food and drink out with them or do not have money to take out to buy. This means that we can give them a snack to make sure they have eaten. Food is also a great tool to get chatting with young people and opens up lots of conversations which help us to start to build relationships with young people. What might start with being offered a bag of crisps, can become a conversation re likes and dislikes of flavours which can result in a whole conversation re housing and family situations."

Coffee in the Living Room said: "The groceries and bread get well used by members. We split things where we can, to let people have one or two items, ideal when they live on their own. We use the flowers you deliver to brighten up tables but more importantly to celebrate birthdays – we have about 100 to celebrate through the year, and also to deliver to carers and older members unable to get out. I can't value the smiles we get."

Coffee in the Living Room

The food saves our partner groups more than 40% of their food budgets so they have more to spend on core services. The Shrewsbury Ark reports an even bigger saving:

"Surplus food from the Hub saves us approximately 55% of our food budget, helping us support around 130 people a week. Our town is lucky to have the Food Hub. They do an incredible job of spreading kindness whilst saving the planet."

Martin Wilson School Foodshare said: *"The surplus food helps people financially, but just as importantly engenders community spirit. Volunteers talk to visitors about ways of preparing foods, and there is a lot of chat in the queues for the tables. The food is offered in the spirit of preventing food waste which changes the tone of the Foodshare from getting something for nothing to one of helping to reduce waste. There is a great atmosphere."* Martin Wilson School Foodshare

Foodshare visitors say:

"The Foodshare helps the budget and it's social."

"I live by myself and can survive on food from here for four days before I need to go shopping again."

"I've not earned any money for 9 months, this food will see me through the weekend"

"Each week I bring an extra two bags so that I can take food to my 2 neighbours who have become single parents".

The food we rescue also supports local businesses to reduce the amount and disposal cost of food they waste getting it put to good use in the community. Tesco Extra Shrewsbury said: *"We are extremely happy to work with Shrewsbury Food Hub, working together in providing a fantastic connection to our community to help prevent food waste. They are professional and efficient and the staff and volunteers a pleasure to work with."*

Our volunteers also benefit from their work with the Food Hub. They have told us how volunteering benefits their physical and mental health and wellbeing.

Di said: *"Volunteering at the Hub makes me feel valued, appreciated, worth something, happier and useful. It has helped me get some of my lost confidence back. I have met some lovely people, new friends, and I love the work. It has opened my eyes to how much surplus food is wasted and why. I have been shocked at the volume and the reasons. I am left speechless as we live on a planet with fast reducing resources and numerous people struggling to pay their bills."*

Matt said: *"I hate waste and love the idea that we're helping to reduce waste, especially food waste. I also enjoy the camaraderie of being part of a team and enjoy the company of the lovely people who make up Shrewsbury Food Hub. I knew we had a massive food waste issue, but the amount of perfectly good food that we collect from supermarkets staggers me. Volunteering makes me feel uplifted, better about myself, like I've spent my time productively. Happy!"*

Our work helps to reduce pressure on statutory services and fulfils at least two of the Shrewsbury Town Council's general aims and objectives; to create a socially inclusive and caring community, and protecting and improving the environment of the town and promoting sustainable development.

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iii. How many people from the Parish of Shrewsbury do you expect to benefit directly from your project or activity?

3,300 per week

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Q9 What criteria will be used to measure the success of the project and how many people from the Parish of Shrewsbury do you expect to benefit from it?

We measure success through the impact our activities have on both social and environmental values.

Performance metrics of social impact in 2021/22 include:

- Number of organisations we help who are supporting our community – we supported 48 community groups and Foodshares, as well as several other local groups on a more ad-hoc basis. Using feedback from them, we estimate our food reaches at least 3,300 families a week
- % saving of the food budgets of the community groups we support (funds that can be redirected to other important support services) – last year we saved our community partners more than 40% of their food budget
- Number of meals the redistributed food provides the community – we shared enough food for 417,859 meals
- Number of volunteers involved – their commitment has a meaningful contribution to a better community – 129 volunteers provided 12,619 hours of service
- Positive feedback from the groups and community we support including our 6000+ followers on Facebook and 2000+ followers on Twitter
- Value of the food we collect – the total projected value of food collected in this financial year is £980,000

Performance metrics of environmental impact and value in 2021/22 include:

- Tonnes of food redistributed – we rescued 175 tonnes of food that would have gone to waste
 - Tonnes of damaging carbon and greenhouse gases we save the planet – we mitigated 451 tonnes of damaging greenhouse gases
 - Number of supermarkets and other suppliers we support with waste minimisation – we worked with 31 regular suppliers, plus several ad-hoc suppliers including allotment groups and smallholders
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Health & Safety

Q10 What, if any, special safety issues are related to your project/activity?

Please provide the following information –

- i. What kind of insurance does your organisation have?

Public Liability Insurance £5m

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- ii. Do the leaders have the relevant qualifications and/or experience?

Our team's skills and experience in redistributing surplus food for social and environmental good, and partner network help us to support and respond to the needs of our community. Our charity is driven by an army of dedicated volunteers who are trained in Food Safety with ongoing support from an independent Food Technologist and Auditor, and a strong board of trustees who were invited to join based on their skills and experience. We are registered with the EHO and have a 5* Food Hygiene Rating.

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- iii. What policies does your organisation have in place (i.e. Health and Safety, Child Protection/Safeguarding, Working with vulnerable adults, Equal Opportunities, CRB Checks etc.)? *You may be required to submit copies of your policies*

Health and Safety, Safeguarding and Wellbeing, Equal Opportunities, General Data Protection, Anti-Bribery and Corruption

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Funding of your project

Q11 Previous Applications

If you have applied for and received funding from Shrewsbury Town Council in the past please provide details of the amount, the year and briefly what the funding was used for.

Year	Project Description	Award £
2019	Nutritious frozen food for Shrewsbury's community groups	1116.40

Q12 Project Funding

Please provide details of the amount of funding you need for your project and give us a breakdown of what the money is for (please enclose any relevant estimates or details).

The amount of grant requested £2,000..... and provide a detailed breakdown as to how you have reached this figure

Project Expenditure Please list all items of expenditure for your project	Amount of Project
Volunteer expenses (training, support, hi-vis, fuel)	£ 1,660
Chiller van running costs	£ 2,340
Supplementary FareShare Food Surplus Purchase	£ 11,570
Fuel cost of collection	£ 2,470
Overheads @10%	£ 1,804
Total	£ 19,844
Project Income Please list how the project shall be funded	
The Lady Forester Trust	£ 2,000
Western Power	£ 2,500
Masons	£ 12,500
Community fundraising (donations tins, local events fundraising)	£ 844
What is the difference? This should be the same as the amount of Grant you are applying for	£ 2,000

Q13 Covering a Shortfall

If the Town Council makes an offer less than the amount requested, how will that impact on the Project and how will you cover the shortfall?

We will do all we can to source the additional funding needed to maintain the support we provide our community.

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Q14 Sustainability

What plans do you have in place to ensure that your organisation becomes more sustainable and less reliant on grant funding, particularly from the Town Council?

Through our fundraising, we aim to ensure the financial resilience and sustainability of Shrewsbury Food Hub by nurturing supportive relationships with our volunteers, community, and suppliers. Our fundraising approach puts our supporters at the heart of everything we do. All our fundraising activity is done by our own staff and volunteers with income raised through local fundraising activities, donations, corporate support, and charitable trusts and foundations. We are steadily increasing the amount of income we raise from trusts and foundations. We have begun to increase our face-to-face community activity and are also building relationships with more local businesses who share our environmental and social objectives. Our Business Friend Membership scheme enables us to build longer term partnerships with local businesses to provide more certainty on future income and support.

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Your Accounts

Q15 Please provide the following details from your most recent annual accounts

Total Income	£223,830
Less Total Expenditure	£300,096
Surplus / Loss	£76,266
Savings (Reserves, Cash, Investments)	£52,897
Free reserves	

NB Expenditure in the year includes Shropshire Food Poverty Alliance and Shropshire Good Food Partnership at £124,633 but these have now been successfully launched as separate organisations.

Please provide a copy of your most recent annual audited accounts or, in the case of newly established organisations, the projected income and expenditure for the next twelve months.

You need to include these documents with this application.

Account Details

Q16 Please provide your bank or building society account details

You can only apply for grant if you have a bank/building society account in the name of your organisation. We will only pay grants into an account which requires at least two people to sign each cheque or withdrawal. These people should not be related.

Account name:

Sort Code: Account Number:

Bank/building society name:

Bank/building society address

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Who are the signatories and what position do they hold in your organisation?

1 Name Position Chair of Trustees

2 Name Position Treasurer

3 Name Position Trustee

Any Other information

Q17 Any other information which you consider to be relevant to your application.

We are a small charity that is focussed on supporting the people of Shrewsbury and our local environment.

We do not underestimate the challenges that we face as the cost-of-living crisis continues to bite, but we have a good track record for responding to a crisis. We responded to COVID by switching to a 7-day a week operation, supporting new Foodshare tables and buying in additional surplus fruit and veg from FareShare Midlands to provide valuable support to the community.

In 6 short years, we have created a network of welcoming community Foodshares, fridges and freezers that are accessible to all. We have won the trust of our community as well as the support of local organisations and businesses, and local and national funders. We have also won many prestigious awards including an award from the Mayor of Shrewsbury for the valuable contribution we play in supporting life in Shrewsbury, and the Queen's Award for Voluntary Service.

We know that we can continue to rescue more surplus food for social and environmental good.

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Declarations

Q18 Declaration

Please give details of a senior member of your organisation. For example, this may be your Chairperson, Treasurer or Secretary. They must read the application and sign below. **(This must not be the main contact name in Q1).**

I confirm, on behalf of Shrewsbury Food Hub

That I am authorised to sign this declaration on its behalf, and that, to the best of my knowledge and belief, all replies are true and accurate.

I confirm that I have read the Terms and Conditions set out in the Notes which accompanied this application and further confirm that this application is made on the basis that if successful, the organisation will be bound to use the grant only for the purpose specified in this application, and will have to comply with those Terms and Conditions and any others which the Council might attach to the Grant.

Post held in organisation: Chair of Trustees

Title first Name: Surname

Organisation address:
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.....

..... Postcode:

Telephone:

Signed: Date: 26 January 2023



Q19 Signature of Person Completing the Application

This must be the signature of the person named in Q1 as the main contact and **not be the same person who has signed in Q18**

I confirm that, to the best of my knowledge and belief, all the information in this application form is true and correct. I understand that you may ask for additional information at any stage of the application process.

Signed: Date: 26-01-2023

Checklist

1. Have you answered every question?
2. Have all signatures been completed?
3. Have you included a copy of your constitution?
4. Have you included a copy of your most recent audited accounts?
5. Please state any supporting documents you are submitting:

Please return your completed application form to:

**Town Clerk
Shrewsbury Town Council
Riggs Hall
The Library
Castle Gates
Shrewsbury
SY1 2AS**

**Telephone: 01743 281010
Email: Helen.ball@shrewsburytowncouncil.gov.uk**