



Arun Winter Food Fund 2023-24: Application Guidance

About the fund

Recognising the rising demand for accessible and affordable food during this cost of living crisis, community groups in Arun can apply for funding to alleviate food poverty and support people who may be struggling this winter.

Groups can apply for up to £2500 and will be allocated on a rolling basis.

This fund has been provided by Arun District Council and administered by the Arun and Chichester Food Partnership.

Application criteria

Applications can be submitted by community groups, charities or organisations supporting residents in the Arun District only.

The grant must be spent on activities that prevent or alleviate food poverty, and projects must be able to demonstrate additional services provided beyond giving out food – for example, signposting, advice and guidance or training. We are happy to talk to you about how you could do this if this isn't already part of your service.

Activities that this fund could contribute to are, but not limited to:

- Purchasing food for your project to meet an increasing need
- Extending opening hours or expanding locations to reach more people
- Creating a new food provision such as at a warm space or school
- Purchasing special diet and/or culturally specific foods
- Cook and Eat sessions with take-home food
- Providing food at a lunch club or community café in an area with poor access to affordable food

Funding will not be awarded to projects that are already funded or activities that have already taken place.

Funding will not be awarded to groups that have been unable to demonstrate successful management of any previous grant awards from the Food Partnership.

Funding will not be awarded to groups that already receive Household Support Fund payments, unless this grant enables an additional service or activity tackling food poverty.

We stipulate that this fund can subsidise any charges for food provision where payment would normally be required.

As part of the conditions of this grant, you will be required to share the number of people that were supported as a result of this funding and the proportion of which were from households that include people with a disability, people of pension age and families with children. Please get in touch if you think this would be a barrier to you applying and we can support you.

Organisations applying must be properly constituted and operate on a not-for-profit basis, with a bank account that requires at least two unrelated authorised signatories. If you are not a registered charity, we may require further information to support your application such as a copy of your organisation's constitution. If you need help with your group's constitution, contact VAAC: vaac.org.uk/contact-us

How to apply

The application form is a Word document entitled 'Arun Food Fund 2324 – Application Form.' Please complete the form on Word and email to foodpartnership@arunchichestercab.org.uk.

Applications will not be accepted by post.

Please contact us if you are having issues submitting your application form.

How your application will be considered

Applications will be assessed by a funding panel.

The Food Partnership may award the whole, any or no part of the sum applied for. The Food Partnership might suggest alternative support or advice that may not include direct financial aid.

Approved applications

Successful applications will be required to submit an invoice within two weeks of notification.

Grants must be spent by 31st March 2024.

Successful applicants will be required to complete a short feedback form at the end of the project including information on the number of people supported and the proportion of households which include people with a disability, people of pension age and families with children.

The Arun & Chichester Food Partnership reserve the right to publicise the project/activity in the local media and on its website.

The decision of the awarding panel is final and there is no right to appeal.

We hold and store your information in line with the Data Protection legislation currently in force and in line with Citizens Advice Arun and Chichester's Data Protection Policy. A copy of this policy can be obtained on request.

Please note your application may be shared with members of the Arun and Chichester Food Partnership Steering Group as consultants to the review panel. If you have any questions or concerns about how your data may be shared, please contact us.