



## **Devon Community Foundation Food, Fuel and More Grants Autumn – Winter 2023 - 2024**

---

These guidelines set out key information about this grant scheme including its aim, what kind of work is eligible and what is not, what funding is available and which applicants we will prioritise. We have also produced some Frequently Asked Questions (FAQs) which we encourage you to read alongside this document.

### **Fund aim**

DCF are pleased to be working with Devon County Council to provide Food, Fuel and More grants. Funding for this scheme is made possible via the Household Support Fund, managed by Devon County Council on behalf of the Department for Work and Pensions.

This grant funding is for organisations working with particular vulnerable households and people most in need of support. Grants should be used to alleviate immediate needs and help those who are struggling with the cost of living.

### **Who will we fund?**

All applying organisations should be:

- Small or medium in size, with an income under £500,000
- Working in Devon (excluding Plymouth or Torbay)
- Delivering support to those struggling to afford food, energy and water bills and other related essentials
- Providing assistance to the priority groups outlined below

This is a *targeted programme* acknowledging that some members of our community are under-served by other support programmes and are therefore likely to be impacted more severely by the cost-of-living crisis. We are therefore only accepting applications from groups that support the following under-served communities:

- Asian, Black and other ethnic minority communities and/or
- Traveller, Gypsy and Roma communities and/or
- Homeless people and those in temporary/insecure housing and/or
- Households with disabled residents, or those suffering ill-health which has a direct impact on household income and an ability to meet food and energy bills.

We understand that organisations may be working with the above communities alongside others and in those circumstances, trust that the majority of the grant awarded will benefit one or more of the priority cohorts shown above.

The geographic area of support is the Devon County Council administered areas of Devon. Grant funded groups can use the grant to benefit those who are resident in the DCC administered area of Devon only, so excluding residents of Plymouth and Torbay, who are not eligible to benefit from this grant scheme.

### What will we fund?

Grants should primarily be used to provide support with:

- **Food** - this could include the purchasing of food for distribution, or provision of vouchers to best reflect the circumstances of the household and urgency of support required. It could also include wider activities that involve food distribution and preparation, such as cooking workshops, or the provision of food with recipe cards
- **Energy and fuel bills** - this could include any form of fuel that is used for the purpose of domestic heating, cooking, lighting or fuel for essential transport such as work, shopping, or to claim other key benefits. The grant can also be used to provide support with water bills including for drinking, washing, cooking, sanitary purposes and sewerage
- **Essentials linked to energy and water** - this could include sanitary products, warm clothing, soap, blankets, travel to shop costs, boiler service/repair, delivery of oil or coal, purchase of equipment
- **Wider essentials** – can be funded providing sufficient evidence is produced that these items are needed and not available to beneficiaries elsewhere
- **Advice and support** - this could include provision of related advice and support to households where this is a small part of the overall support provided and is part of the provision of the above elements.

This grant scheme aims to reach individuals and households who are not receiving, or are struggling to receive, hardship support currently. Organisations that provide food, fuel and hardship-related support as part of their core offer will need to demonstrate how the under-served communities will benefit.

We will NOT FUND:

- Activity outside the Devon County Council administered area, or with residents living outside this boundary

- Individuals applying for funding for themselves, or on behalf of another individual
- Schools
- Core costs
- Capital purchases over £1,500 in total per individual supported
- Capital purchases over £2,000 in total per household supported
- Mortgage costs or direct housing related costs, such as rent and/or council tax. District Councils may be able to help households with these issues.
- Alcohol or medication
- Replacement of lost income
- Organisations with overdue reporting from previous DCF grants
- Organisations or activities which primarily support animal welfare

See FAQs for further detail and examples on what is included/excluded.

### **What funding is available?**

Grants between £1,000 and £25,000 are available across two funding streams:

#### Small grants

- Grant of between £1,000 - £2,000 are available to small, formal and informal community groups
- Grant applications can be submitted at any time from 1<sup>st</sup> November 2023 – 1<sup>st</sup> February 2024
- Grants will be allocated on a rolling basis

#### Large grants

- Grants of between £2,000 - £25,000 are available to eligible groups and organisations
- Grant applications can be submitted between 1<sup>st</sup> -29<sup>th</sup> November 2023
- Successful applicants will be notified by 22<sup>nd</sup> December 2023

Grant awards must be committed no later than 31<sup>st</sup> March 2024 and fully spent no later than 30<sup>th</sup> April 2024, reflecting the urgency of the support this funding aims to provide.

#### Retrospective funding

In recognition of the ongoing need to support vulnerable households through the cost of living crisis we will be enabling you to claim retrospective funding for essential items which alleviate immediate needs and help those who are struggling.

**If you are successful in your application, the retrospective costs of providing support to vulnerable households and people most in need will be funded between the date your application is acknowledged as submitted by DCF and the date you are awarded funding.** These costs can be claimed alongside eligible spend up to 31<sup>st</sup> March 2023.

If we offer you funding for retrospective costs, we'll need evidence that the costs were incurred on or after you submitted your application to Food, Fuel and More. This evidence could include copies of bank statements, invoices, receipts or bills.

PLEASE NOTE – when considering any retrospective funding you should not increase your organisation’s expenditure in anticipation of retrospective funding, as there is no guarantee of success. You should therefore remain within your organisation’s budget, as we will not support deficits.

**What is the timescale?**

Food, Fuel and More - Small grants

	Small Grants
Open for applications	1 <sup>st</sup> November 2023
Application briefing	8 <sup>th</sup> November 2023
Application support available	November 2023 – January 2024
Closing date for applications	Rolling until noon 1 <sup>st</sup> February 2024
Decision making panel	Ongoing
Notifications	Within 4 weeks of application

Food, Fuel and More - Large Grants

	Large Grants
Open for applications	1 <sup>st</sup> November 2023
Application briefing	8 <sup>th</sup> November 2023
Application support available	November 2023
Closing date for applications	Wednesday 29 <sup>th</sup> November 2023, Noon
Decision making panel	18 <sup>th</sup> December 2023
Notifications	22 <sup>nd</sup> December 2023
Grant payments	January 2024
Spend	By 31 <sup>st</sup> March 2024

**How to apply**

You can apply for funding [here](#) :

- [Food, Fuel and More – small grants rolling programme](#)
- [Food, Fuel and More – large grants programme](#)

If you wish to make an offline application, please contact us.

**Application questions**

We are asking the following questions to help us assess your project.

#### Small grants programme

- What will your grant be used for?
- How will the support be provided?
- Who will you support?
- Other relevant information

#### Large grants programme

- What will your grant be used for?
- How will the support be provided?
- Who will you support?
- How will you reach those most in need?
- Why are you best placed to support those vulnerable households who are most in need?
- Other relevant information

#### Data required

For both grant programmes DCF requires certain essential information in order to report to Devon County Council, and in turn, the Department for Work and Pensions. This means that we ask applicants to tell us, in their application:

- the number of households that they intend to support with this funding
- how many of those are likely to contain children, people of pensionable age and/or with disabilities.

We understand that this will be an estimate at application stage and that it is likely to change over the course of the grant period. Please provide your best estimate based on experience and information available to you.

#### **Supporting Documents**

Applicants will be asked for the following documents to be provided to support their application:

- A copy of a bank statement, dated within the last 3 months in the name of your organisation, clearly showing the account name, number and sort code
- A list of Management Committee members or Directors and the names of authorised bank signatories
- Small grant applications - we want to understand your approach to safeguarding and there will be the opportunity to upload your safeguarding policy if you have one
- Large grant applications – you must have a current approved and detailed safeguarding policy dated within the last 12 months that has, as a minimum, a named lead and details of relevant local agencies, which must be submitted as part of your application.

Please note that due to the nature of this programme we are unable to assess applications without all the required information. Applications received without the required documentation are considered to be incomplete and will be rejected as ineligible.

If you require any assistance or need additional support in completing your application, the Grants Team are happy to help – please contact us on 01884 906693 or [grants@devoncf.com](mailto:grants@devoncf.com)

To add - DCF TERMS AND CONDITIONS