



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 (In no more than 25 words)	Purchasing additional surplus fruit and vegetables to enable Shrewsbury Food Hub to provide a greater quantity of nutritious food to our community.	GRANT AMOUNT REQUESTED	£3000
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Contact Details

Q1 Name of organisation making application:

Shrewsbury Food Hub

Name of contact for this application

Title: Miss

First Name: Cherry

Surname: Teearu

Position held in the organisation: [REDACTED]

Contact Address, including full postcode:

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Postcode: [REDACTED]

Contact Telephone Number: [REDACTED]

Email address: [REDACTED]

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 no food is wasted. Our mission is to redistribute surplus food and to promote food waste reduction in Shropshire for environmental and social good.

Since April 2016, we have collected good surplus food leftover from supermarkets, manufacturers and farms and shared it with local charities and community groups free of charge, saving them money so they can do more. We operate seven days a week, collecting from 40 local suppliers and redistributing to 62 partner community groups.

Last year, our 165 volunteers stopped 214 tonnes of food worth £1.2m from going to waste. This provided our community with enough food for 511,000 meals and mitigated 569 tonnes of damaging greenhouse gases, the equivalent of driving around the world 92 times! The bread, fruit and vegetables, meat and ready meals saved our community partners more than 44% of their food budget.

Our community partners include charities that support the homeless, mental health charities, day centres/clubs for the elderly, hospices, schools, youth clubs and food banks. We also support 15 community Foodshares where everyone is welcome to collect a few bags of food to help stop food waste and stretch people's budgets.

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?

Shrewsbury Food Hub raises income to fund a rolling 12-month budget with revenue raised from:

- grants from charitable trusts and foundations (42%)
- individual donations (major gifts, monthly direct debits, Big Give appeal, Gift Aid, crowd funding, and ad-hoc donations) (23%)
- statutory grants (16%)
- community fundraising (volunteer led activities such as sponsored events, local corporate, community groups, and support from churches) (13%)
- other sources (6%)

This represents a healthy spread of income sources that can be built on with a priority on recurring income.

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.

This grant would be used towards our Food Purchase project, which enables vulnerable groups and families who access our food to eat a more balanced, healthy diet without the large price tag healthy food can come with.

We purchase surplus food collected by FareShare Birmingham to increase the amount of food we have available to our local community, while still reducing food waste. To deliver this project, a team of volunteers drives our chiller van to Birmingham weekly to collect our surplus food allocation. They then bring this back to our depot in Shrewsbury where it is sorted and redistributed amongst our partner charities and community groups.

The additional fruit and vegetables purchased from FareShare is redistributed to:

- Severn Hospice
- School breakfast clubs
- Youth clubs
- Coffee mornings/lunch clubs for the elderly
- The Shrewsbury Ark
- Mental health charities
- Shropshire Supports Refugees
- Shropshire Domestic Abuse Service
- Food banks
- Local community Foodshares

We aim to improve the health and wellbeing of disadvantaged and vulnerable people and those on low incomes in our local community.

Continuing to buy in additional surplus food will help us to nourish more groups in need. It will save our local community partners money, meaning they can redirect funds towards other essential services, allowing them to do more. The extra food will provide a nutritional and varied diet while helping keep people's food bills down. However, the cost of purchasing additional surplus food has increased significantly putting further strain on our limited resources.

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.*

The UK throws away 10.7 million tonnes of food each year, while at the same time 8 million adults in the UK experienced food insecurity in January 2024. The wasted food that could have been eaten would make enough meals to feed the UK population 3 meals a day for 11 weeks. Factors including the Covid-19 pandemic and the continuing cost of living crisis have driven high rates of food insecurity in the UK.

With this in mind, during the pandemic, we began buying in around 700kg of additional surplus fruit and vegetables a week for our local community from FareShare Birmingham to supplement the amount of food we were able to collect from local suppliers. This increased the quantity and accessibility of nutritious food providing valuable support to the community when many other services were closed.

We had planned to stop the purchase of food from FareShare at the end of 2021/22, but we recognised the financial strain families were under due to the cost of living crisis and so decided to continue this additional support.

Feedback from our local community partners and Foodshares confirms the pressure that the continuing cost of living crisis is putting on families. Our partner groups are struggling for resources and numbers attending Foodshares are increasing.

One Foodshare facilitator stated: *"There is a huge need in our community. Long queues every Saturday, many regulars who rely on this food to survive. A hugely valuable resource appreciated by many."*

Using feedback from our community partners and Foodshares, we estimate that our food reaches at least 3,300 people a week.

As a charity that is deeply embedded within our local community, we know how much more valuable food is than just nutrition. Food brings people together, creates connection and engages communities. Meanwhile, reducing food waste is one of the most effective ways of tackling climate change. By using surplus food to fight against food waste while supporting local groups to reduce social isolation, we are helping our community tackle the challenges it faces.

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

4950

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 environmental and social values.

Performance metrics of environmental impact and value include:

- tonnes of food redistributed—in 2023/24, we rescued 214 tonnes of food that would have gone to waste
- tonnes of damaging carbon and greenhouse gases we save the planet—in 2023/24, we mitigated 569 tonnes of damaging greenhouse gases, equivalent to driving 92 times around the world!
- number of supermarkets and other suppliers we support with waste minimisation—in 2023/24, we increased our supply base to 40 regular suppliers, up from 37 the previous year

Performance metrics of social impact and value include:

- number of organisations we help who are supporting our community—in 2023/24 we supported 62 community groups and Foodshares
- percentage saving of the food budgets of the community groups we distribute to—we save our community partners more than 44% of their food budgets
- number of meals the redistributed food provides the community—last year we shared enough food for 511,000 meals!
- number of volunteers involved—their commitment has a meaningful contribution to a better community—we have more than 165 volunteers who provided 13,526 hours of service last year
- positive feedback from the groups and community we support including our 7600+ followers on Facebook, 2300+ followers on X and 1,100+ followers on Instagram

Using data from our community partners, we estimate that our food reaches at least 3300 people a week. We do not expect the number of unique beneficiaries to increase overall, but that around 50% of beneficiaries will leave and be replaced by new ones during a year. Taking 3300 as the starting point, we calculate there will be 1650 new beneficiaries each year and therefore we estimate that we will reach 4950 in a year.

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 £5m
Employers Liability £10m
Professional Liability £250,000
Management Liability £250,000
Entity Defence £25,000
Property Damage
Damage to Portable Property
Money and Personal Assault

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

We are a volunteer-powered charity. Our Board of 13 trustees has diverse experience in senior roles in food industry/safety, environment/waste management/carbon reduction, technology, systems, accountancy, and organisational development across public, private and voluntary sectors.

Many of them are also hands-on in supporting our day-to-day food redistribution work. Our small, hardworking paid team of 4.7 FTE train and support our 165+ volunteers, manage our relationships with food suppliers, provide support to our local community partners, and raise funds. Our whole team has a voice in helping to shape our charity priorities and strategic development.

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.*

Shrewsbury Food Hub carries out appropriate DBS checks for all staff and volunteers liable to work with children and/or vulnerable adults.

Safeguarding and Wellbeing Policy
Equality, Diversity and Inclusion Statement
Donor Privacy Policy
Environmental Policy
Whistleblowing Policy
Conflict of Interest Policy
Health and Safety Policy
Data Protection Policy
Anti-Bribery and Corruption Policy

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
2023	Nourishing our community as the cost of living continues to impact families	£1200.00

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).

Tell us the amount of grant requested £3000 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
FareShare Midlands Annual Membership Fee for 680kg weekly collection (52 weeks of 680kg produce)	£15,912
	£
	£
	£
	£
Total	£
Project Income Please list how the project shall be funded	
UKSPF funding contribution towards food purchase	£3978
The Lockwood Foundation	£5000
Community Fundraising (Foodshares, donation tins, local events fundraising)	£3934
	£
	£

What is the difference? This should be the same as the amount of Grant you are applying for	£3000
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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.

We are building on our success in community fundraising, deepening our connections with local businesses, and striving to increase the amount of income we raise from national trusts and foundations who share our social and environmental objectives.

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. 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 currently reviewing our fundraising strategy. We have identified a key objective of increasing the predictability of our income so that at least 50% is considered low-risk by 2027 (current figure is 32%). To do this, we will be placing more emphasis on building a larger regular individual donor base and stewardship of existing funders.

Our Corporate packages enable us to build longer term partnerships with local businesses to provide more certainty on future income and support.

We are steadily increasing the amount of income we raise from trusts and foundations and have recently appointed a dedicated Grants Fundraiser. We have a strong presence in our community and are also building relationships with more local businesses who share our environmental and social values.

Your Accounts

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

Total Income	£216,312.00
Less Total Expenditure	£239,163.00
Surplus / Loss	£22,851

Savings (Reserves, Cash, Investments)

£60,358

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: [REDACTED]

Sort Code: [REDACTED]

Account Number: [REDACTED]

Bank/building society name: [REDACTED]

Bank/building society address:

[REDACTED]

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

- 1 Name [REDACTED] Position Chair of Trustees
- 2 Name [REDACTED] Position Treasurer
- 3 Name [REDACTED] Position Trustee

Any Other Information

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

We are a charity from a small town making a big impact. What we do helps our local community and the planet.

We need to build our fundraising efforts and develop a sustainable fundraising strategy to keep our wheels turning so that we can continue to support our community.

We do not underestimate the challenges that we face as the cost-of-living crisis continues, but we have a good track record for responding to a crisis. In just 8 years, we have created a network of welcoming local 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 regional and national funders.

We have also won many prestigious awards including an award from the Mayor of Shrewsbury for the valuable contribution we make 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 local social and environmental good.

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: Food Hub Manager

Title:

First Name:

Surname:

Organisation address:

Postcode:

Telephone: [REDACTED]

Signed: [REDACTED]

Date: 04 July 2024

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 from is true and correct. I understand that you may ask for additional information at any stage of the application process.

Signed: [REDACTED]

Date: 05 July 2024

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:

Shrewsbury Food Hub Charitable Constitution
Shrewsbury Food Hub Final Accounts 2022-23
Shrewsbury Food Hub 2223 Annual Report

Please return your completed application form to:

**Town Clerk
Shrewsbury Town Council
Livesey House
7 St John's Hill
Shrewsbury
SY1 1JD**

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