



## REVISED GUIDANCE – Effective 3 December 2020

### Council Funding for Community Groups - COVID-19 Christmas Food Support Fund

#### Brief Description

Fermanagh and Omagh District Council has delivered a substantial funding package to support community led responses to assist the most vulnerable as the Coronavirus pandemic continues to affect local communities.

To date, funding has been made available to a large number of groups providing community and social support to vulnerable and isolated persons in the Fermanagh and Omagh District Council area during this pandemic.

Further funding has now being made available to community and voluntary sector organisations groups to address genuine food needs over the Christmas period and will target the following groups:

- Children and Young People;
- Carers;
- Older People;
- People Living with Disability;
- Anyone who has lost income as a direct result of the pandemic

The types of projects that will be eligible for funding include the following:

- Family/individual support packages, including food and seasonal items
- Cooked meal provision, perhaps in partnership with local restaurants/community food providers, reflecting private sector collaboration
- Providing ‘meals on wheels’ Christmas lunches and companionship to older people living alone.
- Support to safe spaces, offering somewhere safe to spend Christmas, and Christmas meals and activities

The Council will continue to ensure a quick turnaround of applications to ensure the swift delivery of support which will allow local providers to deliver services in a way that best serves local communities.

Applications must demonstrate that there is clear evidence of need.

It is important to note that the priorities and timeline for the funding may change again as more emerging issues arise out of the crisis.



### Programme Specific Criteria

To be eligible for grant aid, groups must clearly demonstrate that their project will be delivered within the council area and to its residents. The need for the project within the target community should be identified and support should be delivered on an equitable basis across the relevant geographical area.

Applications must focus on the following:

- Identified food needs during the Christmas 2020 period to one or more of the following target groups:
  - Children and Young People;
  - Carers;
  - Older People;
  - People Living with Disability;
  - Anyone who has lost income as a direct result of the pandemic

Applications will not be considered for the normal activities of a group (including core costs).

All businesses\*/organisations involved in the preparing or handling of food must be registered with Fermanagh and Omagh District Council or must be registered prior to commencing the handling or preparation of food.

\*Please note businesses cannot apply directly to this fund

Link to registration process is below:

<https://www.fermanaghomagh.com/services/environmental-health-service/food-safety/food-premises-registration/>

Eligible groups must be:

- Non-party political and
- Non-profit distributing.

New groups formed in response to the outbreak of the COVID-19 Coronavirus or groups that are not formally constituted should seek to work with a local constituted group (which has previously submitted an application to the Council for funding) on a partnership basis and should identify that the constituted group will be the lead applicant in the project. This will facilitate payment of the grant funding to a nominated bank account. Applications will be also be accepted from established groups in receipt of funding with a strong record of delivery in the district.

The lead group must demonstrate that it has an appropriate governance framework and structures in place including:



- A 'Governing Document' for example a Constitution or a Governing body registration;
- A list of committee members;
- An equal opportunities policy/statement.

### Application Process

A short form Application will be required under this Scheme. Applicants should log onto the Grant Manager system to access an application form at <https://fermanaghomagh.eformz.info/> or log onto the Fermanagh and Omagh District Council website where a link will also be available.

Applicants must clearly demonstrate the following in completing the relevant application form:

- The need for the project;
- The geographical area it will cover;
- Details of any partnership working;
- An outline of the work to be completed; and
- Details of the anticipated costs.

In order to maximise the funding available groups will be encouraged to work together to submit joint applications for a local geographical area.

Successful applicants will be issued with a letter of offer (through the Grant Manager system) outlining the terms and conditions of the grant. The letter of offer will be issued to the email address supplied in the application form. The group can accept the letter of offer by logging onto the Grant Manager.

**In light of the current crisis, an advance payment will be forwarded to the nominated bank account once the letter of offer is accepted.**

It is essential Organisations keep appropriate records relating to expenditure and the Council will retrospectively audit all aspects of your claim.

As part of any funding award, groups will be required to submit information detailing the number of people supported and how this was achieved (frequency to be determined). A template will be issued to all successful groups outlining the information which needs to be recorded.

If you have any queries or require assistance, please contact Community Services on 0300 303 1777 or email: [communitysupport@fermanaghomagh.com](mailto:communitysupport@fermanaghomagh.com)