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FAQ's for Feed Appeal grant applications

Feed Appeal supports the local community charities that deliver food relief programs providing access and meals to people who are hungry in the community.

Feed Appeal allocates cash grants for major and minor infrastructure and food staples to community food relief charities to help them meet the growing demands and deliver impactful programs in their community.

Since launching in Melbourne in 2009, Feed Appeal (formerly Feed Melbourne Appeal) has granted \$6 million through 387 grants to community relief charities across Australia.

The Appeal is co-founded by FareShare, Australia's largest charity kitchen, News Corp's community papers and powered by Newman's Own Foundation.

How and when do I apply?

Applications for the 2020 Feed Appeal grants open on Friday 13th March and close on Friday 22nd May 2020 at 5pm (AEST).

You will be able to apply for a grant via the online Smartygrants platform. Go to the grant page on our website and see which grant you are eligible to apply for.

What can I apply for?

There are four grant programs:

1. **Major Projects Grants Program** \$25,000-\$50 000 for major infrastructure, logistics and major capital works
2. **Grassroots Grants Program** of \$5,000- \$25 000 for minor infrastructure, kitchen equipment and food staple access (maximum \$20,000)
3. **Rural Major Projects Grants Program** of 25,000-\$50 000 for major infrastructure, logistics and major capital works
4. **Rural Grassroots Grants Program** of \$5,000- \$25 000 for minor infrastructure, kitchen equipment and food staple access (maximum \$20,000)

Please note grant amount must be exclusive of GST, delivery and installation costs

How do I know which grant program is best for me?

- Read the Major Projects grant [guidelines](#)
- Read the Grassroots Grants [guidelines](#)
- Read the Rural Major Grants [guidelines](#)
- Read the Rural Grassroots Grants [guidelines](#)
- [Click Here](#) to see eligibility matrix by postcode



nourishing
communities

FAQ's for Feed Appeal grant applications

What if my food program is part of a larger organisation?

- If your food program is part of a larger organisation, please complete the details of the application from the perspective of the specific food programs
- If you are completing multiple applications for different food programs in different locations and/or states, please ensure information is specific to each program not generic corporate information that has been replicated
- For the question regarding financial information, please upload audited financial accounts for the parent organisation and a financial statement for the specific food program

Do I have to upload audited accounts?

- Audited accounts are mandatory for Major Project grants if the organisation has turnover of more than \$1 million
- Organisations with turn over under \$1 million only need to upload a financial statement

Are quotes mandatory?

- Yes, for Major Projects applications you are required to provide 3 quotes per item and for Grassroots grants, 1 quote per item
- Remember, quotes for all equipment must be commercial grade. See section below on commercial equipment support through Clemtech partnership
- You are not required to provide any quotes for food staple access through the PFD program

What is meant by major infrastructure?

Funding in this category relates to:

- Major Infrastructure and Logistics
- Walk in cool rooms and freezers
- Food transport vehicles
- Forklifts

What is meant by minor infrastructure?

Funding in this category relates to:

- Kitchen and storage equipment (e.g. shelving, cupboards and storage containers, refrigerators, freezers, trolley, food processors etc.)
- Minor capital works for food storage
- Capacity building such as training



FAQ's for Feed Appeal grant applications

Why do I have to upload testimonials, case studies, images and video?

As the old saying goes, a picture speaks a thousand words. Our grant review committees are dedicated volunteers who are independent. They can only make their assessments based on how succinct, clear, concise and articulate your application is. They may not know your program, area or community, therefore one way they can get a real sense of the impact you have is through these testimonials, images, videos and case studies.

Feed Appeal will also use these to tell stories of the need in the community and the impact of the grants to help us raise more funds each year.

Commercial Grade Equipment

- All requests for cool rooms, fridges, freezers and kitchen equipment must be for commercial grade products. We will not award grants for domestic products as the warranty is voided if they are used in a commercial capacity.
- Feed Appeal has developed a partnership with Clemtech Australia to offer guidance and support with quotes and purchase of commercial grade kitchen equipment, refrigeration and cooking equipment. While you are not obliged to purchase through Clemtech we provide a link to a cost effect catalogue of key items that are requested. You can contact Clemtech to discuss your needs, get a quote and if you are successful, for purchase of funded equipment. [Click Here](#) for further information.

Food Staples

In response to the growing demand for staple food, food relief charities can now apply for a grant which will provide them with credit to purchase food through PFD Foods from a pre-determined pantry list.

You can apply for a grant for both equipment and food however the maximum food grant amount cannot exceed \$20,000 in the Grassroot Grants Program and \$20,000 in the Rural Grassroots Grant's Program. **Food grants cannot be applied for in the Major Projects Grant Program.**

Please read through the points below, which explain how successful grant applicants will be able to access staple food through either PFD Foods.

PFD Foods

Charities can apply to receive a grant in the form of credit at PFD Foods, Australia's largest food service provider.

Charities will be provided with very competitive prices and access to special promotions thanks to PFD Food's support of the Feed Appeal. PFD Foods will provide a complete delivery service and there is no minimum delivery order. The orders will generally be delivered the next day.



nourishing
communities

FAQ's for Feed Appeal grant applications

A wide range of food will be available (meat, cheese and dairy, rice, pasta, couscous, canned goods, dried grains and legumes, frozen vegetables, breakfast cereals etc.) as well as a wide variety of Halal and Kosher foods.

Charities will be able to place orders for food staples via an easy to use online ordering system and will be able to track expenditure and the balance of their account. Charities will be free to spend their orders between October 2020 and 30 August 2021 or spend their allocated amount sooner.

What can't I apply for?

Exclusions include:

- GST, delivery and installation costs
- Funding to purchase petrol and/or food vouchers
- Operating Costs
- Fuel costs
- Funding deficits
- Staffing costs
- Funding for food sourced from suppliers other than PFD Foods

How much can I apply for?

- Major Projects & Rural Major Projects Program minimum \$25,000 and maximum \$50,000
- Grassroots Grants Program minimum \$5,000 and maximum \$25,000 (max \$20,000 Food Staples)
- Rural Grassroots Grants Program minimum \$5,000 and maximum \$25,000 (max \$20,000 Food Staples)

Please note grant request in the Grassroots programs of less than \$5000 will be ineligible

Please note grant requests in the Major Projects programs of less than \$25,000 or more than 2 items will be ineligible.

When will I know if my application has been successful?

Applicants will be notified of the outcome of their application by 15th September 2020

Unsuccessful applicants will be notified via email to the nominated contact on their application.

Successful applicants will receive an email, and EFT form, which will need to be completed and returned.

Depending on your funding request your organisation may be required to submit an Acquittal Report online through the Smarty grants portal – the due date will be specified in your notification email. A reminder will be emailed to your organisation one month prior to the Acquittal Report due date.



nourishing
communities

FAQ's for Feed Appeal grant applications

Tips for responding the grant application questions

Eligibility

Deductible Gift Recipient and Tax Concession Charity

To be eligible to apply for a Feed Appeal Grant, an organisation must be endorsed as a Deductible Gift Recipient (DGR) as covered by Item 1 of the table in section 30-15 of the Income Tax Assessment Act 1997, and as a Tax Concession Charity (TCC). You can check on your status through ABN look up here: <http://www.abr.business.gov.au/SearchIndex.aspx>

You must upload documents confirming your DGR status and your Tax Concession Charity status.

If you cannot answer yes to these two questions, your organisation is not able to apply for a grant.

Organisation Details

Please fill out each field in the Organisation Details section. Please ensure you include the Organisation Trading Name if it's different to the Organisation Name. The Trading Name should be the name that is registered against your ABN.

Please ensure your ABN number is correct.

Organisation Contact Person

This refers to the person completing the grant application form.

About Your Organisation Food Relief Program

What does your organisation do?

Please provide a clear outline of your organisation's food relief program, including information on the people you support, current impact, gaps in your service and what the organisation seeks to achieve. If your organisation has multiple services and outreach programs, please only provide information about your food related programs as part of this application.

What is the biggest challenge your food program is facing at present?

Please detail any gaps in your programs or change in the needs of the community you serve. Detail how funding your program will help reduce or close this gap and the impact this will have on the local community.

How is your food program funded, and is this funding secure?

Please provide information on how your food programs are funded and how you seek funding to support what the organisation does and indicate if the funding is secure.



nourishing
communities

FAQ's for Feed Appeal grant applications

Audited Financials

Are required for organisation with an annual turnover greater than \$1 million pa who are applying for a Major Project Grant or Rural Major Projects Grant.

If you are applying for a Grassroots grant or your annual turnover is less than \$1 million pa you need to upload a P&L or financial statement for your food program(s)

Financials

The Feed Appeal's Governance committee and review panels are very strict in reviewing financial statements. We want to ensure that a Feed Appeal grant will support and add value to your program and community and not burden or cause any financial stress. Your financial statement needs demonstrate that your organisation is stable, well managed and sustainable.

For example, if you are applying for a vehicle, your financials should indicate you have the capability to insure, fuel and maintain the vehicle as well as pay for a driver.

Project Outline

Telling us about your project we are looking for 4 key things:

- Does it serve the need in the community?
- If it is a new program have you demonstrated that the gap exists in the community?
- Is there a strong return on investment?
- What is the direct impact to your community?

For example, asking for a \$50K vehicle if your program only operates 2 days a week and serves a limited number of people would not be considered a strong return on investment.

Grant Request

What is the grant amount you are requesting?

Please list the full amount you are seeking excluding GST, delivery and installation charges. You can include cents.

The Difference a Grant Will Make

Would a Feed Appeal grant enable you to provide **more food** to the people you currently support?

Please indicate if grant funding would help you to provide more food to the same number of people your organisation currently assists.

Would a Feed Appeal grant enable you to provide food to **more people** than you currently support?

Please indicate whether grant funding would enable your organisation to provide food to more people than you are currently assisting.

How will this funding improve the food program, build sustainability and support your organisation to improve the lives of those in your community



nourishing
communities

FAQ's for Feed Appeal grant applications

Please try to demonstrate the real impact grant funding would have for the people your organisation assists. Please include details on how your food relief support and services will improve as a result of funding, and the overall benefit. Please provide as much detail as possible for this question.

More Information?

The Feed Appeal Team is happy to answer any questions and provide guidance and advice. Please feel free to contact us:

Email info@feedappeal.org.au

Phone 1300 421 041

Availability Monday – Friday 9am – 5pm (AEST)