

East Devon Action on Poverty Fund

Data Protection

Any personal information which you provide will be held and used by East Devon District Council for the purpose of your grant application. Your information will be held temporarily by SNAP Surveys Ltd who provide the software used for the application. Your information may also be shared within East Devon District Council for the purposes of carrying out our lawful functions. Otherwise your personal information will not be disclosed to anybody outside East Devon District Council without your permission, unless there is a lawful reason to do so, for example disclosure is necessary for crime prevention or detection purposes. Your information will be held securely and will not be retained for any longer than is necessary. There are a number of rights available to you in relation to our use of your personal information, depending on the reason for processing.

Further detail about our use of your personal information can be found in the relevant Privacy Notices which can be accessed online: <http://eastdevon.gov.uk/privacy>

SNAP Surveys Ltd Privacy Policy: <https://www.snapsurveys.com/survey-software/privacy-policy-uk>

Confirmations

1. Please select the box below to confirm that you've read and understood the online guidance, terms and conditions for our East Devon Action on Poverty scheme and agree to abide by all the requirements, terms and conditions of the grant. You won't be able to fill in the application form without confirming this.



2. Please select the box below to indicate that you have understood that East Devon District Council is subject to Freedom of Information legislation. Unless your information is classed as confidential or protected under data protection legislation and policies it will be made public. This will be in the form of the agenda and minutes of the decision making meeting and to fit in with any other Freedom of Information requests. If any information you have given is exempt from disclosure under the Freedom of Information Act, it may be redacted before the remainder is published.

Find out more here: <http://eastdevon.gov.uk/access-to-information/freedom-of-information/>



A. Checklist

3. If you answer 'No' to any of the following questions you are not eligible for this funding:

	Yes	No	Does not apply
Would any grant money awarded be able to be spent and claimed within 12 months of receiving a grant offer letter in around April 2024?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Are you a properly constituted not for private profit organisation?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
If your project is working with vulnerable people do you have a Safeguarding Policy and appropriately trained staff/volunteers?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Do you have a constitution and a minimum of two wholly unrelated trustees / directors and your own separate bank account, with a minimum of two wholly unrelated signatories?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Are you applying for a maximum of 50% of the total costs of your project?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

Do you have at least 50% of your match funding (funding from other sources) in place?

Does your project meet one or more of the aims of our Poverty Reduction Strategy and Action Plan:
<https://eastdevon.gov.uk/council-and-democracy/council-business/poverty-reduction-strategy/about-the-poverty-reduction-strategy/>

Are you applying to us for funding of between £500 and £5,000?

Do you have one quotation if the total cost of your project is under £5,000, three quotes (if possible) if it is between £5,000 and £100,000, or five quotes (if possible) if it is over £100,000? See guidance:
<https://eastdevon.gov.uk/grants-and-funding/grants-available-from-us/east-devon-action-on-poverty-fund/evidence-of-costs/#article-content>

4. If you answer 'Yes' to any of the following questions you are not eligible for this funding:

Does not apply

	Yes	No	Does not apply
Is your project for ongoing costs?	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

Has your project previously had any funding from East Devon District Council? For example from Crowdfund East Devon, our Coronavirus Community Food Fund, or our Small Community Grants.

Do more than 25% of the beneficiaries of your project live outside of East Devon?

Will your project have started before early April 2023?

B. About your organisation

5. The name of your organisation:

Ottery Community Volunteers

6. Is your not for private profit organisation:

- A parish council
- A properly constituted voluntary or community group
- A Charity registered with the Charities Commission
- A Community Interest Company registered with Companies House
- Other properly constituted and not for private profit organisation, please describe below:

7. Your position within the organisation:

Director

8. Postal address of your organisation:

9. Email address of your organisation:

10. Web address of your organisations website (if you have

one):www.otterylarder.co.uk

C. About you

11. Your name:

12. Your email address, if different to the email address of your organisation above:

13. Briefly describe your organisation:

This should be a minimum of 75 words.

For example you could say which areas of East Devon you work in, what your usual service provides, how long you have existed, how many people you help.

Ottery Community Volunteers were formed at the very beginning of the pandemic to help the residents of Ottery St Mary in whatever way was needed. After the first lockdown we opened the Ottery Larder, a community fridge which has worked closely with EDDC and many other partners to distribute waste and surplus food to anyone who needs it. We have had more than 150 volunteers work with us, and always have a core of about 50 active volunteers each week. In addition to food we also hand out sanitary items, nappies, baby accessories and toiletries. We also run a school uniform exchange and organise litter picks and other community events.

14. Describe the project, item or activity for which the funding will be used:

This should be a minimum of 100 words.

Please send any pictures, quotes, photos and videos by email to engagement@eastdevon.gov.uk or by post to Jamie Buckley, Community Engagement and Funding, East Devon District Council, Blackdown House, Border Road, Heathpark Industrial Estate, Honiton, EX14 1EJ.

Over the last few months we have run a series of events that have demonstrated to us that there is a real demand for a different style of service. We currently have a large stock of school uniforms, children's clothes, baby accessories and toys. This is stored in boxes and in cupboards and is not easily accessible to potential customers. This also requires that they ask us what we have and that is often a barrier. In the last few months we have run a uniform giveaway event, a clothes sale, and assembled hampers and Christmas toys for children. It has become clear to us that we need to have a permanent "shop" in our main hall where all of these items are out on display and accessible to anyone to help themselves. We also intend to move our sofas and play area out of the Larder and into the main hall to encourage people to use the warm space. This will require the following: Heating the hall with electric fan heaters (there is no gas or other heating method available) Tables and Clothes Rails for display Kettle and Mugs Printing for initial publicity

15. Why do you want to carry out this project and what difference will it make? How do you know this is needed? Who and how have you consulted?

This must be a minimum of 100 words, if it is not, your application will be returned to you.

This is an expansion of existing services. In the week beginning 12th December we received over 230 customers to the Larder. Demand for our services has grown consistently, and we are aware that large energy bills are due to arrive in the next few months. We have held test events and these have been very successful. The uniform giveaway saw over 100 items of uniform handed out, and the clothes sale - where items were priced in pence not pounds - generated nearly £200 in sales. We have now had over 2,000 individuals visit the Larder and we know where help is most needed. We engage each visitor in conversation and try to signpost wherever possible. We work with Fareshare, EDDC, Ottery Town Council and many other agencies. We take referrals from various police forces for emergency food and clothing parcels. host a Citizens Advice outreach and our social media posts often get more than 5,000 engagements.

16. Look at our Poverty Reduction Strategy and tell us precisely how your project, item or activity will help meet the aims of this strategy?

Write in all of the specific actions / aims from the wording of the Strategy and / or Action Plan that are relevant to your project / activity, and tell us how your project / activity helps meet those aims. If your answer does not contain this information, your application will be returned to you.

You can find our Poverty Reduction Strategy online: <https://eastdevon.gov.uk/council-and-democracy/council-business/poverty-reduction-strategy/about-the-poverty-reduction-strategy/>

We believe we are having a direct and immediate, significant effect on those suffering from poverty. We have been working with EDDC for nearly 3 years on these issues and our successes have been well recognised. We help people to minimise their costs by handing them free food as often as they need it. They can take food, toothpaste, period products, baby and children's clothing and accessories, nappies and toys. We just want to make this easier to do. We are strengthening the community. Over 150 volunteers have worked for the Larder, and every week at least 50 are active. We now regularly have 200 customers a week, and our events attract even more. Over Christmas we delivered food parcels around Ottery. We delivered 80 simple gifts to those who were elderly, alone or vulnerable. We delivered 100 food hampers (which we financed from our core funds as we understood local businesses were not in a position to sponsor this year). We also sent out 145 toy bags to local children. Around half of the food we give out is fresh fruit and veg and we know from our customers that they would not otherwise buy this. In two years we have given out over 150,000 meals - more than 50 tonnes of food with a value of over £130,000 (figures provided by Fareshare and our records). We have saved over 450 tonnes of CO2 - and as EDDC have publicised - people on low incomes are disproportionately affected by climate change.

17. Bearing in mind that work cannot start on your project before early April 2023, if your application was successful, when do you think you would:

Start work on the project / April 2023

item / activity:

Spend the East Devon

Action on Poverty grant:

This must be within 12 April 2023

months of finding out you

have been successful in

your application.

E. The costs of your project

18. Every project needs to include a quotation from at least one contractor / supplier / provider. If the total cost of the project / activity is under £5,000 you must provide one quotation. If the total cost of the project is over £5,000 but less than £100,000 you must get a minimum of three quotations, or detail why this is not possible e.g. only one supplier that can do the project. If your project costs are over £100,000 you must provide five quotations, or detail why this isn't possible. Have you done this and will include it as part of your application? See guidance: <https://eastdevon.gov.uk/grants-and-funding/grants-available-from-us/east-devon-action-on-poverty-fund/evidence-of-costs/#article-content>

Please note that this is for the total cost of your project, and not based on the amount you are applying for from us. If you are purchasing items, the quotations could be copies of websites where you can purchase the items, detailing quality and cost.

- Yes - please send by email to jbuckley@eastdevon.gov.uk or by post to Jamie Buckley, Community Engagement and Funding, East Devon District Council, Blackdown House, Border Road, Heathpark Industrial Estate, Honiton, EX14 1EJ.
- No - you need to do this before submitting your application

19. Can your organisation claim VAT back on what you spend on this project / activity?

- Yes - submit project costs not including VAT below (nett)
- No - submit project costs including VAT below (gross)

20. Please tell us about the costs and funding for your project:

Total cost of project / item 2942
/ activity:

Amount of money you are applying for from our Action on Poverty Fund:
This must be between 1400
£500 and £5,000, and a maximum of 50% of your total project / activity costs.

If you have provided multiple different quotations / evidence of costs for the same parts of your project, please tell us which quotations you would accept / which supplier you would buy from and why:

21. Match funding

50% of the funding for your project must come from elsewhere, and you should have at least 50% of your match funding confirmed before applying to us. Tell us about:

any contribution from your organisation, and how it has been raised:

We have reserves which have come from the initial National Lottery grant which was secured at the beginning of lockdown and awarded without restrictions We can afford the match funding immediately without needing any extra grant

confirmed funding from other grants providers: Please tell us the amounts, name of the grant and name of the funding provider.

not relevant

any grants you have applied for from other grants providers but have not yet had decisions on: Please tell us the amounts, name of the grant and name of the funding provider.

none

what money you have left to raise (shortfall), if any, and how you intend to raise it:

I confirm that:

- I am authorised to sign on behalf of the above named organisation and that any funding will not benefit any individual or private business and will only be used for the purposes specified;
- This East Devon Action on Poverty grant will be used for the purpose outlined in the application form, by the deadline specified and any unspent / uncommitted monies will be returned to East Devon District Council promptly.
- That I / we will provide East Devon District Council with a statement of how the funding has benefited the organisation / local community, photographs / videos and copies of invoices / receipts for the expenditure of the grant amount. Please see the guidance for details of what we require.
- That I / we acknowledge and understand that approval of any grant relating to this application does not commit the council to ongoing funding.
- I / we agree to all other terms, conditions and requirements of the funding.

Name: 

Date: 06/01/2023

Thanks for your application. Please click on the 'submit' button below to send it to us.

Ottery Larder Total Cost

Electricity

2800W heater used for 4 hours @ 43p per unit would be £4.82 per day

Two being used at opposite ends of hall would therefore be £9.64 per day

This equates to £67.48 per week, £283.80 for one month

We would need these for at least 6 months of the year so a total for heat of **£1,702**

Tressle Tables required for display of clothes, toys, nappies 8 at £50 each = **£400**

Clothes rails – 5 required for displaying school uniforms and clothes – 5 x £40 = **£200**

Delivery and Collection Expenses

Estimated at 15 miles per week @ 45p per mile

750 miles per year = **£351**

Printing advertising leaflets = **£69**

Kettles, Chairs, Mugs, Spoons, Sugar Bowls etc **£220**

Total Cost £2942

Amount Applied for **£1400**