

## **Foundation North food bank funding**

### **Who can apply for funding?**

Baptist churches or Trusts in the Auckland and Northland regions that have food banks may apply for Foundation North food bank funding via Baptist Community Ministries. Combined churches food banks may also apply, providing that a Baptist church or trust is involved and that other denominational churches in the group are not also applying directly to Foundation North. Funding is solely for poverty alleviation projects that use food banks as part of the solution.

### **What is the application process?**

1. Baptist food banks send their applications to Baptist Community Ministries by the deadline advertised. The current round applications close on Friday 24<sup>th</sup> February 2017..
2. Baptist Community Ministries will collate information from all of the applications and make one joint (or ‘umbrella’) application to Foundation North.
3. Foundation North will make a decision in late July 2017.
4. If the joint application is successful, Baptist Community Ministries will receive the funding, which it will then disburse to the applicants, probably in September 2017.
5. A report will be required on how the funding was used. The deadline for the report will be advised by Baptist Community Ministries at a later date.

### **How do we apply?**

Complete the attached application form and submit with the supporting documentation requested to the postal or email address shown on the application form. The deadline for the current round is Friday 24<sup>th</sup> February 2017.

### **What are the Foundation North’s criteria?**

Foundation North says it considers the following criteria when assessing applications:

- Fit with the Trust’s strategic objectives and priorities.
- Collaboration and partnerships with other initiatives to improve outcomes.
- Demonstrate need.
- Capacity to deliver.
- A focus on innovation and prevention.
- That the grant will help develop or strengthen good practice.

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Please complete and return by Friday 24<sup>th</sup> February 2017 to Baptist Community Ministries, PO Box 12149, Penrose, Auckland 1642, or email to [communityministries@baptist.org.nz](mailto:communityministries@baptist.org.nz). No late applications will be processed. Please type directly into the application form to maintain legibility. You may use as much space as necessary in your answers.

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Please answer all questions 1 - 23

1. Name of your organisation?
2. Organisation's postal address?
3. Organisation's physical address?
4. Organisation's food bank address (if different from physical address)?
5. Who is your organisation's main contact for this application?  
First name & surname:  
Position:  
Email address:  
Daytime phone number:  
Alternative phone number:
6. What are the names and contact phone numbers of your principal officers?  
Chair: (name) (Ph)  
Secretary: (name) (Ph)  
Treasurer: (name) (Ph)
7. How many paid workers does the food bank employ?  
Full time staff:  
Part time staff:
8. How many volunteers does the food bank have?
9. What is the total number of volunteer hours per week for the food bank?
10. How many people directly benefit annually from your food bank's services? (Please count individuals, not the numbers of parcels given out; and please do not count individuals more than once, e.g. if a family of four have received three food parcels during the past year, the total number of people would be 4, not 3 and not 12. If accurate figures are not available, then an estimate is acceptable.).



**19. What is the amount you are requesting from Foundation North?**

**20. What other potential funding sources do you have?** (What other funding applications are you waiting a decision on?)

<b>Funder</b>	<b>Amount \$</b>	<b>Cost applied for (food/vouchers)</b>	<b>Date decision to be made</b>

**21. Explain how you mitigate against dependency.** (For example, what policies or procedures do you have in place to ensure that clients do not become dependent or exploit your service? Do you offer budgeting advice or make referrals?)

**22. Please provide a recent (less than 4 months) letter of support from a community organisation that your food bank works with (e.g. an organisation that refers clients to you). It should be dated and signed by the referee and preferably be on that organisation's letterhead.** (If sending this application electronically, a scanned letter is acceptable.)

**23. Please provide a simple, itemised statement of your food bank's income and expenditure for 2017.**

**24. Please provide any collated evaluation information you have for your organisation that shows the outcomes achieved by your 'clients'.** (In terms of your food bank operation, your 'clients' will be the individuals/families who receive food parcels. How do you evaluate whether those outcomes have been achieved? For example, do you keep thank you letters or record feedback from the recipients that say how the food parcels helped them through a difficult time? If so, please send in copies with your application. Client names will be obscured to protect privacy. This is just an example; you may have other forms of evaluating outcomes.)