

Guidance note: grants for community-led healthy meals

Using money from Norfolk County Council's public health we are offering grants for organisations to deliver a series of community-led meals, designed to bring residents together and provide opportunities to develop healthy food cooking skills.

We are looking for interesting and innovative ideas for how local communities can be engaged through these meals to promote healthy-eating as well as to reduce loneliness and improve wellbeing. We are keen to see proposals from a range of organisations that are well placed to engage residents who may benefit from these meals, whether a local pub or café, a community group or school.

Which areas of Norwich can the meals be delivered in?

We will consider applications for meals to be delivered in any part of the city, but we will give priority to those wards which have been identified as having residents with lower levels of healthy weight and/or high levels of diabetes. These wards are:

[Bowthorpe](#)

[Catton Grove](#)

[Crome](#)

[Lakenham](#)

[Mancroft](#)

[Mile Cross](#)

[Town Close](#)

[Wensum](#)

Put your postcode into www.norwich.gov.uk/mynorwich to see which ward you are in. [Click here for a complete ward map of Norwich](#)

We will also consider meals which are designed for particular groups or communities of interest who may be spread across the city, although these must be within the Norwich City Council area.

How much can you apply for?

Grants of up to £500 are available for each series of meals (ideally five or more). We will accept applications from an organisation for more than one series of meals.

Who can apply?

Community organisations, charities or businesses can apply. We would prefer that you have an appropriate organisational set up, a bank account and relevant policies and procedures in place to show that the project will be safe and inclusive but if you don't, see below for what we can do to help . If you are not sure if you are eligible to apply, get in touch with us at commissioning@norwich.gov.uk to ask.

What we expect from successful applicants

- You will engage local residents who could benefit from the project, in particular the opportunity to develop knowledge or skills around healthy eating and cooking

- You will provide a series of around five meals between April and June 2019 for approximately 20-25 people living in the neighbourhood local to your venue or from a particular group or community of interest
- You have considered how to use the meals to engage people with wider issues around healthy eating or cooking (we can also provide some ideas and contacts to assist this)
- If you are an organisation that already provides meals, your proposal must offer something different to that, for example by setting up a new meal or bringing different groups of people together, such as an intergenerational meal
- When food is being prepared, there must always be at least one person present who holds a current Foundation Certificate in Food Safety (level 2) (see below for what we can do if you need help with this training)
- Your organisation will need to register the venue you are using with the council's food safety team, even if another organisation is already registered there. You can do this online [here](#)

What we can do to help you

We may be able to:

- provide advice about developing a constitution, bank account or the relevant policies and procedures if you don't already have them in place
- help you with borrowing equipment
- help you to find a suitable venue if you don't already have one
- help with providing the relevant food safety training if needed
- put you in touch with organisations who can provide information or resources about healthy cooking on a budget.

The outcomes we expect

Projects should aim to deliver on several of the following:

- By providing a positive experience of healthy eating in a social setting, participants will have a **more positive view** of the benefits of cooking/eating healthy food for themselves and their families.
- Through the provision of information – for example about the food being served or take-home recipe cards – you will support people attending the meals to have **increased knowledge** about healthy eating and cooking.
- Through the opportunity to develop skills at the meals, or signposting to follow-on cookery classes, participants will have **improved skills** around healthy cooking.
- Participants will have **increased wellbeing** as a result of attending a regular social activity.
- Participants may have **increased knowledge about wider services** and resources available through information and links provided at the meals where appropriate, for example sources of advice or other social activities.

Evaluation

We will provide you with a simple evaluation framework to complete with participants at your meals. This will enable us to evaluate the whole project by gathering the same data from each series of meals.

What we won't fund

- Political or religious events (this doesn't exclude faith groups from applying for activities which are open to all residents)
- Retrospective funding (activities that have already happened or equipment already purchased)
- Things which might cause a detrimental effect by duplicating the work of already existing local groups and activities in an area

What happens next?

- The deadline for applications is **Thursday 31 January 2019**.
- Applicants will be informed whether or not they have been successful by **Friday 15 February 2019**
- Successful applicants will be paid their grant **early March 2019**
- Successful applicants will deliver their series of meals between **April and June 2019**