Lunch Club Grants Criteria

Leeds Community Foundation, in partnership with Leeds City Council, are pleased to be offering grants to support the vital work of lunch clubs across the city. These grants are specifically for the running costs of lunch clubs and can support new clubs as well as helping existing ones to continue delivering services.

Your club must run its activities in Leeds and be providing regular hot meals to local older people. Funding is awarded as a contribution towards running costs and can help with rent, training, meal costs and volunteer expenses. Please note that this scheme cannot cover day trips, home delivery of meals or additional social activities provided by lunch clubs (you can carry out these activities, but they must be paid for by the club’s other money). In order to be eligible, clubs must:

- be run by a management committee of at least three unrelated people, have a constitution/governing document and a bank account in the name of the club (or of the charitable organisation which runs the club)
- serve approximately 20+ hot meals per week to older people (if you have a smaller number, the panel may use discretion and award a grant which has been scaled down proportionately)
- operate for at least 40 weeks of the year (if you operate for fewer weeks, the panel may use discretion and award a grant which has been scaled down proportionately)
- have adequate insurance and volunteers who are trained, specifically in Food Handling and Safeguarding Vulnerable Adults
- make use of appropriate training for volunteers and be prepared to work with other local organisations
- new clubs must be able to demonstrate the need for their services

Area
All clubs must operate within the Leeds City Council boundary for the benefit of local residents.

Amount
The amount awarded to each club is calculated based on the types of expenditure you have to pay, how often you meet each week and how many people attend. Priority is also given to the city’s more isolated or disadvantaged communities. The grants pot is limited so the number of applications we receive will also affect the amount that each club is awarded.

To Apply
Use the Apply Now buttons on the top left of this page to access the online application.
forms. If your club is already up and running, please apply as an existing club, even if you have never applied to us for funding before. You should apply as a new club if you have not started delivery, or have run limited pilot sessions. If you require an offline form, please call 0113 242 2426 or email grants@leedscf.org.uk and we can send one to you by post or email.

Your application will need to include supporting documents. These can be attached to the online form or submitted with a paper form.

New clubs must submit:

1. a list of your management committee members, please note if any are related
2. your governing document (usually a constitution)

Existing clubs must submit:

1. a list of your management committee members, please note if any are related
2. financial records covering a 12-month period ending less than 18 months ago; you can use our template (click here to download) or your own format
3. your governing document (usually a constitution)
4. A completed Monitoring Form (click here to download)

If you have Safeguarding Vulnerable Adults Policy, please submit this too. More information on all of these documents can be found in the application forms.

All applications must be submitted by 12 noon on Friday 28th February 2020. You will hear the outcome of your application by mid-April.