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|  | Bettys and Taylors Family Fund **Guidance Notes** | Two Ridings Logo |

**Overview**

The Bettys and Taylors family heritage and the legacy of their founder and his early experiences in life are central to where Bettys and Taylors are now. Despite his very difficult start, Frederick was able to gain skills and experience which changed his life and his fortune. With food key to the business, the family want to support food-based projects in Yorkshire.

Bettys and Taylors family fund aims to support a small number of organisations in York and North Yorkshire. Organisations should be working to inspire, support and enable vulnerable children and young people (up to 25 years of age) who face challenging circumstances, into **sustainable employment within the food, catering and hospitality sector** through gaining relevant skills and experience. Such as:

* Skills development (life skills such as cookery, literacy, communication, IT)
* Enhancing employability through relevant formal skills training and education

The work/activity should reflect the concerns and priorities of the organisation’s key stakeholders and fit well with existing community services/activities. You should be able to demonstrate that you have successfully delivered a (smaller project), and that the young people you serve want and need a large project focused on food, catering and hospitality.

Groups can apply for full cost recovery, and small capital purchases as part of their project.

**Grants**

The Bettys and Taylors Family Fund are looking to make up to 5 grants to charitable / not-for-profit organisations. The fund aspires to develop charities offering good practice and expertise for young people to gain opportunities in the specialist areas of food, catering and hospitality. This may be specialist charities working in the area of food, hospitality and catering who want to do more for vulnerable children and young people or it may allow an existing charity working with vulnerable children and young people to develop expertise around food, catering or hospitality skills.

Grant can be up to a maximum of £30,000 over 3 years.

As a general guide, we consider a small charity to have an income of under £500k per annum. If your income is over this, we may still be able to fund you. However, we recommend that you contact us before making an application.

Priority will be given to projects that:

* Have food and employability at the heart of their project; and
* Actively engage children and young people; and
* Support children and young people affected by disadvantage.

You should be able to show that your group has a proven track record with children/young people and that you have a track record with food.

Food facilities aren’t vital to your application, though it will support your application to let us know what you have and/or what you intend to develop.

The deadline for expression of interest is Monday the 6th of January. You will hear from us by the 10th of January whether we can carry forward your expression of interest to full application stage. If you are invited to submit a full application, we will send you a link to an online form. Then the deadline for full applications will be the 29th of January 2025. We will contact you with a decision about your application by the 2nd of April 2025.

**General Eligibility**

Applicants must be based and working in York or North Yorkshire, and can be any of the following:

* constituted voluntary and community groups
* registered charities
* co-operatives
* social enterprises
* community interest companies (CIC’s will be subject to additional scrutiny as outlined in our grant making policy)

**Priority will be given to groups that:**

* Are meeting identified needs.
* Locally based organisations with a clear understanding of the needs they are supporting.
* Are based in an area of deprivation or work with a community disadvantaged for another reason.
* Are based within a 20-mile radius surrounding Bettys Café Tea Rooms and the Bettys and Taylors head office. These are located in York, Harrogate, Northallerton and Ilkley.

If we are oversubscribed we may have to prioritise organisations with an annual income of under £500k based on the most recent annual accounts. If your income is over this amount, you can still apply to this fund.

We recognise that many areas can suffer from ‘hidden deprivation’ (pockets of deprivation based in otherwise seemingly affluent areas or deprivation caused by rurality) and encourage applications from within these communities too.

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| **Type of activities we will fund** (These are examples only and not a definitive list) |
| * Basic cookery courses
* Food hygiene and handling training
* Undertaking accredited courses
* Healthy eating
* Cooking on a budget
 | * Food interception and use projects
* Food security
* Food from plant to plate (any plant to plate project must place suitable emphasis on the activities with food rather than focus on the growing)
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| **Who cannot apply/ what work will not be supported?** |
| * General appeals or sponsorship
* Work which has already started or taken place (i.e., we cannot fund retrospectively)
* Work normally funded from statutory sources
* Work undertaken by/ on behalf of schools, colleges or universities as part of their statutory curricular activities
* Work which does not aim to engage the community
* Work where the main beneficiaries are animals.
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**The Process**

**Applying**

* Ensure you are eligible and that the fund is currently accepting applications.
* Complete the online application form.
* Attach your supporting documents to the online application or send these by email to grants@tworidingscf.org.uk or by post to Two Ridings Community Foundation, Pavilion House, Amy Johnson Way, Clifton Moor, York YO30 4XT.

**If the supporting documentation is not received within 4 weeks of the date of submission of the online application, or by the advertised closing date where applicable, the application will be withdrawn. Applications will only be processed when all documentation has been received.**

**Assessment and Award**

* All eligible applications will be assessed. An assessor may contact you to obtain further information or to arrange an evaluation. This may be over the telephone or in person.
* All Applications are considered by a special panel and its recommendations are ratified by the Board of Trustees. The final decision cannot be changed, and no discussion will be entered into although we will try to provide constructive feedback if we can.
* In certain circumstances applicants will be awarded a pledge. This is the promise of a grant if/when certain conditions are met.
* Following the panel meeting, we will contact you by email to let you know the outcome.

**Monitoring and Completion**

* For multi-year projects, we will ask you to provide a simple narrative and financial report at the end of each year of the project. When your project is complete, you must fill in an End of Grant Monitoring Form. This is available as an online form very similar to the online application form and should your application for funding be successful the link to your end of grant report will be sent to you when your grant payment is made. You will not be eligible to apply for further grants from this scheme until we have received this form as it finalises your grant.
* We aim to undertake monitoring visits on a proportion of funded applications, and we will contact you to arrange a visit if this is required.
* Successful applicants **must** ensure that the Fund and Foundation is included in any publicity and logos will be provided for this purpose.

Supporting documents if not attached to the online application form should be sent to:

 Two Ridings Community Foundation, Pavilion House, Amy Johnson Way, Clifton Moor, York YO30 4XT or by email to grants@tworidingscf.org.uk

**If the supporting documentation is not received within 4 weeks of the date of submission of the online application, or by the advertised closing date where applicable, the application will be withdrawn.**

If you require any assistance with the completion of your application, please contact Two Ridings Community Foundation on 01904 929500.