



**APPLICATION FORM TO APPLY TO
THE INVERNESS COMMON GOOD FUND FOR FUNDING**

Applicant organisation:	Blythswood Care		
Project title:	Highland Foodbank – Inverness		
Project location (inc. postcode):	1 Glebe Street Inverness IV1 1RF		
Contact name:	Elma MacKay		
Applicant Address (inc. postcode):	Blythswood Care Highland Deephaven Evanton IV16 9XJ		
Email address:	elma.mackay@blythswood.org		
Contact telephone:	07876 831175		
Organisation Website:	www.blythswood.org		
Council Ward: (check guidance for link)	Inverness and South		
Does the main contact have any communication needs? E.g., textphone, sign language, large print?			
Yes		No	<input checked="" type="checkbox"/>

What type of organisation are you? (Please tick all that apply)

Third Sector (voluntary or community) organisation	<input checked="" type="checkbox"/>	Community Council	
Registered Charity If yes – Registration number	SC048001	Company Limited by Guarantee If yes – Company Number	
Other - please specify			

Amount applied for	£25,000
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Start date of project:	Ongoing
End date of project:	Ongoing

Project summary – please provide a brief outline of your project and the outcomes it will deliver. *example:*

- *Aims of the project and how you are going to do it*
- *Is this a new project/service or an additional activity to an existing project or service?*
- *Help with running costs or for a specific project or activity?*
- *Please include details of how you know there is a need for this project*
- *Who will benefit? It is important to state in your application how your project will benefit the citizens of the City of Inverness*
- **Please note** that the Council (ICGF) will be unable to provide any resources towards activities/items not specified on this form or supporting information

The Highland Foodbank was established in 2005 with the opening of its first centre on Madras Street, Inverness. To improve accessibility for clients in the Ness-side, Inverness South and Millburn Wards, a second centre was opened at Hilton Village in 2014. As the demand for foodbanks increased, we were storing and sorting food across four locations, leading to inefficiencies such as double-handling stock and requiring additional staff and volunteers. The decision was made to centralise operations and find a single location in Inverness to serve as the main storage facilities and be open to clients from Monday to Friday.

In September 2018, the Highland Foodbank relocated to Glebe Street, Inverness. Over the past five years, this central facility has streamlined operations, allowing more effective support for rural foodbanks across the Highlands. The value of this set up became even more apparent during the pandemic.

The Glebe Street Centre features a custom-designed lounge and meeting room, creating a relaxed environment for clients. Feedback from clients and referring agencies has been overwhelmingly positive, with a 100% preference for the new Centre over the previous locations.

The Foodbank provides emergency food supplies to local individuals facing financial crises. Clients come from a wide range of backgrounds, including those awaiting benefits, people on low incomes, and those who have recently been made redundant. Food donations are sourced from local community members, businesses, churches and schools.

Clients are referred to the Foodbank by over 100 partner agencies, including the Highland Council's Care Health and Social Care Service, Service Points, Housing Services, the Scottish Welfare Fund, local Citizens' Advice Bureaus, and the Women's Refuge.

The Foodbank Centre aims to create a welcoming space where clients can not only access food but also discuss their issues if they choose to. Staff can then signpost them to other appropriate agencies, as needed.

Usage of Highland Foodbank remains high – **3,502** people from the Inverness area were provided with food in financial year April 2023 to March 2024. This represents an **increase of 10%** on the previous year, **26% of these were children**. For all our Highland Foodbanks combined, people fed during January to December 2023 was **6,402** which **represents an increase of 16%** compared to 2022.

The year 2024 has seen a steady stream of referrals due the ongoing cost of living crisis, with **1,879 people being fed for the first half of 2024** from our Foodbank in the Inverness area.

The £25,000 requested from the Common Good Fund will help cover the running costs of the Inverness project at the Glebe Street Centre, which continues to experience rising expenses. This funding will provide critical support for Inverness residents facing severe hardship.

Please give a summary of expected outcomes from your project.

Please include details:

- *How your project will continue beyond the period of ICGF support?*
- *How your project or activity will help the Council to meet its Public Sector Equality Duty?*
- *Will your project make a contribution towards the promotion of the Gaelic language?*
- **Please Note** *you will be expected to submit an Evaluation Report (a form will be supplied) at the conclusion of your project and prior to the payment of the final instalment of grant.*
- **Please Note** *If successful your grant will be valid for a period of six months from the date of the letter confirming Project Funding your award. Extensions can be applied for in writing if made within the period of validity.*

The service provided in Inverness by Highland Foodbank provides equitable support to individuals in the community facing financial crisis. Accessible to all in need, clients are referred by one of the local partner organisations, of which there are about 100. These include the Highland Council's Care and Learning Service, the Inverness Service Points, the Highland Council's Housing Services, the Scottish Welfare Fund, the local branches of the Citizens' Advice Bureau and the local Women's Refuge.

These partner organisations assess the needs of clients before referring them to the Foodbank.

The main centre has continued to provide an efficient streamlined provision with the majority of people coming from the local community. The management of all Highland Foodbanks is centralised from Glebe Street. Although, support is still extended to individuals who previously visited other locations, a review revealed that keeping the main base and staff in one location best serves the public, as attendance at other centres remained lower.

Due to the impact of the ongoing cost of living crisis, we anticipate the numbers using Foodbanks will continue to grow. However, the Foodbank has maintained a strong infrastructure to meet the demand so we expect that the project will continue to raise funds from donations to meet demands of the local community after ICGF funding has been exhausted. Additionally, food delivery services continue for those unable to visit a Foodbank centre, with demand for this service also expecting to increase.

PROJECT COSTS

Please provide a breakdown of how much your activities/project will cost splitting between revenue and capital expenditure. Please Note grant recipients are expected to provide evidence of value for money.	Amount (£)
Staffing: This figure is the total salary costs of (a) the Foodbank Manager for Inverness and Nairn; b) the post of administrative assistant based at Glebe Street; c) Management and admin support at Head Office in Evanton; d) Foodbank Warehouse co-ordinator	£113,126
Vehicle and transport expenses (including expenses of one year purchase costs of van for collecting and delivering food)	£10,000
Cost of purchasing food when donated stocks of particular items run low (NB. This is funded by donations from the public earmarked for purchasing food)	£7,000
Stationery, office expenses	£3,500
Phones and wifi	£800
Utilities cost	£7,000
Glebe Street rent	£16,750
Trussell Trust Fee (the franchiser) which covers resources, support and access to an online database for recording donations and distribution of food	£360
Total Project Cost	£158,536

PROJECT FUNDING

How will the project be funded? (What other organisations have you applied to?)	Amount (£)	Confirmed
The annual costs of the Foodbank project, other than those which have been met by the Common Good Fund are met from the funds of Blythswood Care and from personal donations from individuals	£133,536	✓
Total Match Funding	£133,536	
Total Inverness Common Good Fund Funding Requested	£25,000	
Own Contribution	£133,536	
Total Project Funding	£158,536	

If there is a shortfall in funding, how do you propose to fund it?

About your Organisation

<p>When did your Organisation start?</p>	<p>September 2005</p>
<p>What geographic area does your organisation cover? Please note the Inverness Common Good Fund can only help with projects that bring direct benefit to the citizens of Inverness.</p>	<p>The Highland Foodbank's parent organisation, Blythswood Care, was founded in 1966. Blythswood Care is committed to providing holistic care for people marginalised and in need, chiefly in Eastern Europe, Africa and India, but also through the Foodbank Project in the Scottish Highlands and South East Edinburgh.</p> <p>The Highland Foodbank was launched in 2005 with the opening of the Foodbank Centre in Madras Street, Inverness. The Foodbank exists to provide emergency food supplies to local people suffering financial crisis – these come from a wide cross-section of the community including people awaiting benefits, people on low incomes, and people who have been made redundant.</p> <p>The food distributed by Highland Foodbank is donated by members of the local community. The Foodbank has a Highland-wide reach but a majority of clients come from the Inverness Wards, where they contact the service at the Glebe Street Centre.</p> <p>The Foodbank Centre, staffed by trained volunteers who work with supervision from the warehouse supervisor and Foodbank Manager, seeks not simply to provide food, but to offer a welcoming, supportive environment where clients can feel comfortable, and, should they wish, can talk about their current issues <i>and be signposted to other appropriate agencies as required.</i></p>
<p>What communities of interest (e.g. Young people, people with disabilities, people with an ethnic minority background etc.) does your organisation cover?</p>	<p>Our goal is to assist individuals impacted by poverty, exclusion, and loneliness, regardless of their age, stage of life, beliefs, or background</p>
<p>Is there a restriction on who can join your organisation? If yes please give details.</p>	<p>Highland Foodbank is not a membership organisation</p>
<p>Has your organisation received any funding from the Inverness Common Good Fund over the last 3 years. If yes please give details of when/what for/how much.</p>	<p>Year 1: We received a £20,000 contribution to the general running costs of the project, including the Glebe Street Foodbank Centre and a contribution towards the salary of a part time Administration Assistant from the Inverness Common Good Fund in 2021/22</p> <p>Year 2: We again received a £20,000 contribution to the general running costs of the project, including the Glebe Street Foodbank Centre and a contribution towards the salary of a part time Administration Assistant from the Inverness Common Good Fund in 2022/23</p> <p>Year 3: We received a £25,000 contribution to the general running costs of the project, including the Glebe Street Foodbank</p>

	Centre and a contribution towards the salary of a part time Administration Assistant from the Inverness Common Good Fund in 2023/24. The increase in funding reflected the increase in costs in running the Foodbank.
<p>Has your organisation received any other funding from the Highland Council or any Common Good Fund over the last 3 years?</p> <p>If yes please give details of when/what for/how much.</p>	No

Bank Details

Name of Bank	[REDACTED]
Account Name	[REDACTED]
Account Number	[REDACTED]
Sort Code	[REDACTED]