

No Child Goes Hungry FPG Meeting Minutes

Time and Place: Monday 28th October 2019, 09:00-10:30, 1P09 City Hall

Present: Sue Turner, Archie Morrell, Seanique Rueben, Ellie Milone, Andy Street,

Attending: Taylor Meagher, Sacha Korsec, Lucy Gilbert, Jari Moate,

Apologies: Annie Oliver, Debbie Watson, Samira Musse, Barny Haughton, Tony Page,
Sally Hogg

1. **Welcome & apologies**
2. **Declarations of interest** – none declared
3. **Minutes and actions from last meeting** – no amendments
4. **Updates since last**

Feeding Bristol event over the summer went very well and they plan to build on this with leftover funding during this week's half term.

Nikola's finalised paper was finalised and distributed. The fundraising strategy has changed as we imagined single fundraising campaigns but now it's possible we will do an overall one. This project is quite complex for people to grasp so we have decided to postpone the public marketing campaign by 12months.

Two cases for support national grant making bodies supporting City Funds as an entity, as opposed to asking the public.

Andy met with KOR to discuss NCGH but also spoke to him re Feeding Bristol and Fare Share, to discuss their specific roles within the landscape of Feeding Bristol and he has asked them to provide some messaging regarding that. Funded by Feeding Bristol, possibility of KOR creating some messaging re all 3 and what it means.

Action: Sue to meet with Andy and a representative from Fare Share to discuss joint up messaging.

5. **Validation of grants guidelines**

£40,000 Quartet aligned money. £10,000 from the Burges Salmon Charitable Trust coming directly into NCGH shortly.

What is the No Child Goes Hungry Grant Programme?

Action: Sue to include "one or more" in the criteria.

There isn't much mention of grassroots, systemic, collaborative etc. We should weight this against something to provide more clarity.

How much do we award?

We should agree £10,000 or more, as Quartet give £5000 grants all year round. We could allot larger grants to organisations and projects that are leading the project. Big projects may be multi funded. What's the duration of the grant? We would suggest people do these in 12 months. We should reword the text to clarify we want new initiatives not something already happening in the city. We should make Nikolas paper available for projects to read. Feeding Bristol could possibly be an advice hub that projects that aren't suitable could receive some advice/information from FB colleagues on where else they could go. We don't want to hold on giving out grants to wait for the business pro-bono project to get up and running, but this will be an aspect of the entire City Funds process. When queries come in they are shared with BBRC and Quartet so everyone is kept in the loop. Quartet encourages people to talk to them before applying to connect them with any support. How are we receiving applications, open ended or soliciting applications? We should do an open ended application that is staged, doing an easy application that doesn't take a lot of money to complete. Open application stage, Quartet will do light due diligence, they will then all come to this group for members to decide who we should take forward with full applications. The group will meet again in early January to look over expressions of interest. We then give groups at least a month to write a full application, assessment can take around 6 weeks. Early-mid March to then give out grants, over the next 6 months we will receive updates from projects and outcomes so we are ready for a public campaign in September 2020.

6. Preparing the Group to advise on grant applications

Quartet can run training on prioritising and understanding applications. They do a comprehensive assessment themselves and they talk through each application and any due diligence issues.

What is the quorate for decisions? We should have training on guidelines for all members.

Action: We need to agree across all FPGs decisions that are made on agreeing grants, e.g. if one FPG agrees a quorate of 5 members to agree a grant, other FPGs should also have this standardised.

7. FPG role in Bristol City Funds and FPG gathering

In December Sacha would like half a day or full day for all FPG members to meet and support team. We could discuss the investment and grants cycle, composition of FPGs and what are their expectations of City Funds, impact measurement discussion, what would be successful 5 years from now, what fundraising we want. We need real clarity going forward to keep FPG members on board so they fully understand their roles. Discussion on whether December or January would be better to get everyone for 1 full day.



There are distinct roles (investment vs grants) with City Funds and this needs to be clear to FPG members as well as members of the public. FPGs need to understand the roles in order to communicate this. We also need to share the various consultations we have had. This could easily be split into 2 sessions.

Action: Sacha to come up with a high level agenda for the FPG meeting and discuss with Andy and Sue.

8. Agreeing 3-month priorities

Next meetings will be scheduled for early January, and early March. Seanique asked that with the aligned funding (as it isn't City Funds money) how will this be described online, how will people know this is for City Funds?

Action: Sue and Lucy to share back messaging on aligned funding for City Funds.

9. AOB

We need to have a clear comms message REDACTED.