



# REPORT

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**FEBA**  
SKILL-SHARING  
SESSION

## EU funding opportunities for Food Banks

21 SEPTEMBER 2021 / ONLINE MEETING



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# Introduction / Welcome to our virtual skill-sharing session!

## → Target

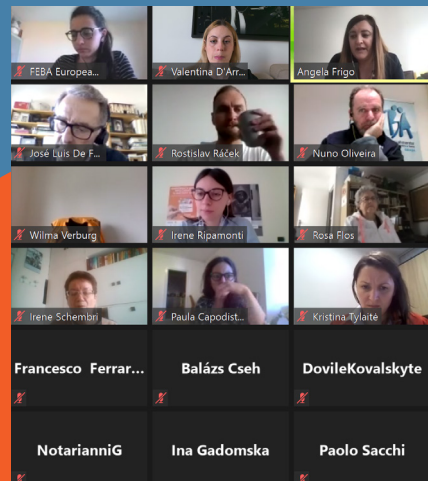
FEBA and local Food Banks in France

65+ participants from Food Banks

## → Objective

The knowledge-sharing session was organised by the Fédération Française des Banques Alimentaires (French Federation of Food Banks) on 21 September as part of the meeting of sponsorship project managers.

The aim of the session was to respond to a request from the French network: the Presidents of the Food Banks' wish to diversify the sources of funding that could help them with their investments. Every Food Bank is an association in its own right. Can it apply for EU grants? If so, how and what are the conditions?



# EU funding opportunities for Food Banks



**Angela Frigo,**  
**Secretary General,**  
**European Food Banks Federation**

The first part of the session was devoted to providing an **overview of European Union funding** and the different **opportunities for NGOs**, and the second focused on the **donations cycle, from the initial contact with a donor company up to finalising the reporting process.**

By identifying positive aspects and areas for improvement, the session aimed at **better understanding the process in order to improve results for the entire network.**

Firstly, Angela Frigo gave participants an overview of the European Food Banks Federation (FEBA), providing a summary of activity and results in 2020.

She then asked a series of questions to check the participants' knowledge on the subjects covered:

**? Do you know the difference between the European Union's direct management and shared management funding?**

**? Have you heard about projects like Horizon Europe or LIFE?**

**? Have you already been involved in a project funded by the European Union?**

Based on the analyses of the Multiannual Financial Framework 2021-2027, Angela Frigo started by exploring the different types of funding, distinguishing between direct management and shared management (Fig.1).

**Fig.1. Different types of funding**

## 1 / Direct management

The European Commission or one of its agencies directly manages the fund or programme concerned. This form of management includes selecting contractors, awarding grants, transferring funds and monitoring activities.

## 2 / Shared management

The management of an EU fund or programme is delegated to the EU Member States. Most of the projects financed by the Union are under shared management; these represent approximately 80% of the EU's budget.

Giving some examples of shared management funds, such as the FEAD and the ESF+ (Fig.2.). She then examined the direct funds such as grants and public procurement.

**Fig.2. Shared management funds**

### 1 / The Fund for European Aid to the Most Deprived (FEAD)

The Fund for European Aid to the Most Deprived (FEAD) supports EU Member States' actions to provide food and/or basic material assistance to the most deprived. This includes food, clothing, and other essential items for personal use. Material assistance needs to go hand in hand with social inclusion measures.

### 1 / The European Social Fund Plus (ESF+)

The European Social Fund Plus (ESF+) is the European Union's main instrument for promoting employment and social inclusion. It has 11 specific objectives that encompass employment, the labour market and skills, childcare, education and training, ageing, equal opportunities and inclusion, affordable services and food and material assistance. The ESF+ also covers the inclusion of migration in the mid- to long-term, whilst the short-term measures remain under the auspices of the Asylum, Migration, and Integration Fund.



- ➔ **Grants are awarded for implementing specific projects, generally after a public procedure called a 'call for funding'. The grant awarded is for the specific purposes described in the call for funding. In most cases, the EU's contribution is conditional on the beneficiary obtaining match funding.**
- ➔ **Public procurement contracts are awarded at the end of a call for tenders or ('public procurement procedure'). They cover a wide variety of domains, including studies, technical assistance and training, advisory services, organising conferences and IT equipment, to name but a few. Public procurement contracts are for the purpose of buying work, goods, or services with a view to ensuring institutions operate smoothly and programmes are implemented.**

Decisions to grant funding or a public procurement contract follow strict rules to guarantee that all potential beneficiaries get **fair and transparent treatment**. The recipients of grants, and contractors, have to apply **specific financial rules** to allow the European Commission and any other audit authority to verify how the EU funds are being used. Through publishing information on the recipients of European funding, the EU institutions can ensure a high degree of accountability.

The European Commission has the final political responsibility of guaranteeing the correct use of funds granted from the EU's budget. However, national governments also have to conduct checks and annual audits as close to 80% of funds from the EU are managed at a national level.

Before submitting a funding application, companies and organisations that wish to receive funds from the EU should determine the appropriate programme and managing body.

The European Commission's Directorate-Generals (DGs) and agencies, and the national and regional management authorities, regularly publish information on the funding opportunities they offer.

➔ ***Calls for funding are published on the European Commission's website. The same principle applies to EU funding managed at a national or regional level. Calls are also published in the supplement to the Official Journal of the European Union and in its online version.***

NGOs and civil society organisations may also be eligible for EU funding where their fields of activity relate to various EU policies.



Fig.3. Definition of an NGO and its characteristics

### What is an NGO?

The abbreviation NGO stands for Non-Governmental Organisation. It is an abbreviation to designate organisations, which generally have the following common characteristics:

-  They do not pursue profit; even though they can employ staff and conduct activities that generate revenue, they do not distribute any profits to their members
-  They are composed of groups of volunteers
-  They must have a particular formal or institutional existence (for example having articles of association or another official document that defines their aim, objectives and scope) as they are responsible to their members and funding donors
-  They are independent, in particular from governments, public authorities, political parties or commercial organisations.

The size and scope of NGOs can vary greatly. Funding is offered to them, both for programmes managed by the Commission itself and those managed jointly by the Commission and national, regional, and local authorities. Grants are the subject of a written agreement signed by both parties

and require match funding from the beneficiary. As grants cover a wide range of domains, the specific conditions that have to be fulfilled can vary from one area of activity to another.



As a general rule, NGOs may receive two types of grants: action and operating grants.

- ➔ **Action grants allow NGOs to be reimbursed for costs incurred for the activities they undertake.**
- ➔ **Operating grants. Under certain programmes and insofar as the NGO pursues “an aim of general European interest or an objective that forms part of an EU policy”, the EU can provide the organisation with direct funding through an operating grant. The grant amount is determined based on an analysis of the size and scope of the organisation’s activities, its annual workplan, its compatibility with the priorities defined by the EU’s policies, among others, rather than on individual projects.**



Finally, after giving some details on specific grants, Angela Frigo finished her presentation by analysing the pros and cons of EU funding (Fig.4).

Fig.4. The pros and cons of EU funding



# Donations cycle: how does it work?



*Valentina D'Arrigo,  
Partnerships and Capacity Building Manager,  
European Food Banks Federation*

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## 1 / Contacting a partner

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A partner company often wishes to partner with a Food Bank to achieve a joint objective based on shared values and may want to engage in a number of activities such as:

- donating surplus food
- in-kind donations
- financial donations
- raising awareness and sharing knowledge
- volunteering activities or other initiatives involving employees.

Financial donations are generally accompanied by specific and precise indications from donors.



## 2 / Signing a donation agreement:

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Once the joint objective and planned activities have been defined for the partnership, FEBA and the corporate partner sign a donation agreement setting out all the aspects of the partnership.



## 3 / Informing FEBA Members

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Following the signing of the donation agreement, FEBA informs the entire network about the new collaboration or the renewal of the long-term partnership.



## 4 / Signing a Letter of Agreement with each beneficiary (FEBA Members)

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When funds are transferred to one of its members, FEBA drafts a Letter of Agreement describing the objective and requirements of the funding. It is important that a FEBA Member pays attention to the purpose of the funding where there are clear instructions on how the funds should be used in order to avoid using the funds received for other purposes.



## 5 / Using the donation

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Most of the time, the donations received must be used within limited zones and within a defined timeframe.



## 6 / Compiling FEBA Members' reports

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Once the funds have been used, the FEBA Member must submit a final report to FEBA. It is essential that an accurate report is submitted using the template prepared by FEBA with information on the use of funds. Filling out the report with all the information requested (including evidence, stories, and photos) can have a great impact on the reporting process to the donor company.



## 7 / Reporting to the donor

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Before sending reports to the donor, FEBA generally summarises the reports with all the information received from its members in order to offer an overview for Europe as a whole. This can appear to be the end of the donation cycle. However, when FEBA provides positive feedback and a full report to the partner company, the dialogue can be ongoing in order to reinforce the collaboration and recommence the donation cycle. This is essential to maintaining long-term partnerships and stabilising new ones.

# The planning path of the Banque Alimentaire de la Corrèze: creation of a Food Bank branch in Ussel



*Stéphane Pierre Brugière,  
Banque Alimentaire de la Corrèze*

Stéphane Pierre Brugière from the Banque Alimentaire de la Corrèze, affiliated to the Fédération Française des Banques Alimentaires set out the path that a Food Bank has to follow if it wants to undertake a sizable project.

In particular, he recommended that his colleagues make sure they have the necessary skills or have access to people with them.

Apart from the cumbersome administrative procedures, they have to face various local political players (Fig.5).

**Fig.5. Persons of interest and organisations**

## Who are these players?

- **The prefect.** They are a key element. It is the prefecture that examines the files for the France Relance recovery plan.
- **State departments, especially the DDETSPP: Departmental Directorate for Employment, Labour, Solidarity and Population Protection.** They are a facilitator. It is also a department that is used to being involved in social initiatives in your area (for example they fund certain homeless shelters. In addition, since their merger with DIRRECTE (the former labour inspectorate), they can help you with your project in terms of human resources if need be.
- **The social services in your area.** Mainly the Departmental Houses of Solidarity.
- **The social workers in your area are all connected to these.** They often work on joint programmes with the DDETSPP.
- **The President of the Departmental Council.**



➔ **Aspects to bear in mind: each grant dossier has its own application form so that the same figures are included by all applicants.**

Equally, in order to get involved in a major project, it is crucial to have skills in accounting and management; not only to set up the project itself but also for the reporting required once the grant agreement has been signed.

In general:

- The project should form part of a process that highlights the local area and/or region.
- The more the project is a catalyst for developing the good work of the Food Bank and the more ambitious it is (whilst evidently still being realistic and viable), the more it will be prioritised and the more support the Food Bank will get for the project.
- Do not hesitate to make people aware

of the project, the work (member of parliament, mayor, president of the municipal council, departmental president, prefect, etc.). Even if there are no grants known about at the time when the Food Bank is knocking on doors, a fruitful cooperation with institutions will make things much easier.

- Do not hesitate to invite the prefect, departmental president, or mayor to visit the status of the project.
- A lot of attention must be paid to the consistency of the amounts and their distribution.
- Keep the contacts regularly informed of the progress of the work. Do not hesitate to investigate unclear or confused points.
- Remain the owner of the project. The press can be helpful with this potential issue. It will allow the Food Bank to keep control of communication.

# Programme

9:30 - 9:45	<b>Welcome / Agenda</b> Sylvie Targa, Head of Sponsorship Department, FFBA
9:45 - 11:00	<b>Introduction / Welcome to our virtual skill-sharing session!</b> Angela Frigo, Secretary General, FEBA  <b>Donations cycle: how does it work?</b> Valentina D'Arrigo, Partnerships and Capacity Building Manager, FEBA
11:00 - 11:45	<b>Presentation / Planned creation of an Ussel branch on a temporary contract for the department council for the Banque Alimentaire de la Corrèze project: origin of the project, choice of public funding, financing plan</b> Stéphane Pierre Brugière, Banque Alimentaire de la Corrèze
11:45 - 12:00	<b>End of meeting / Q&amp;A</b>

## Useful links

### EU Funding & Tender opportunities



FEAD

### LIFE Programme



### ERASMUS+



EFS+



# Acknowledgement

FEBA would like to take this opportunity to thank the European Commission for supporting FEBA in strengthening its capacity and that of its members.

Many thanks to the Fédération Française des Banques Alimentaires for having invited FEBA to its internal session.

Finally, thank you to all the participants who actively contributed to the success of the session!





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