



Food Solutions Funding Guidelines

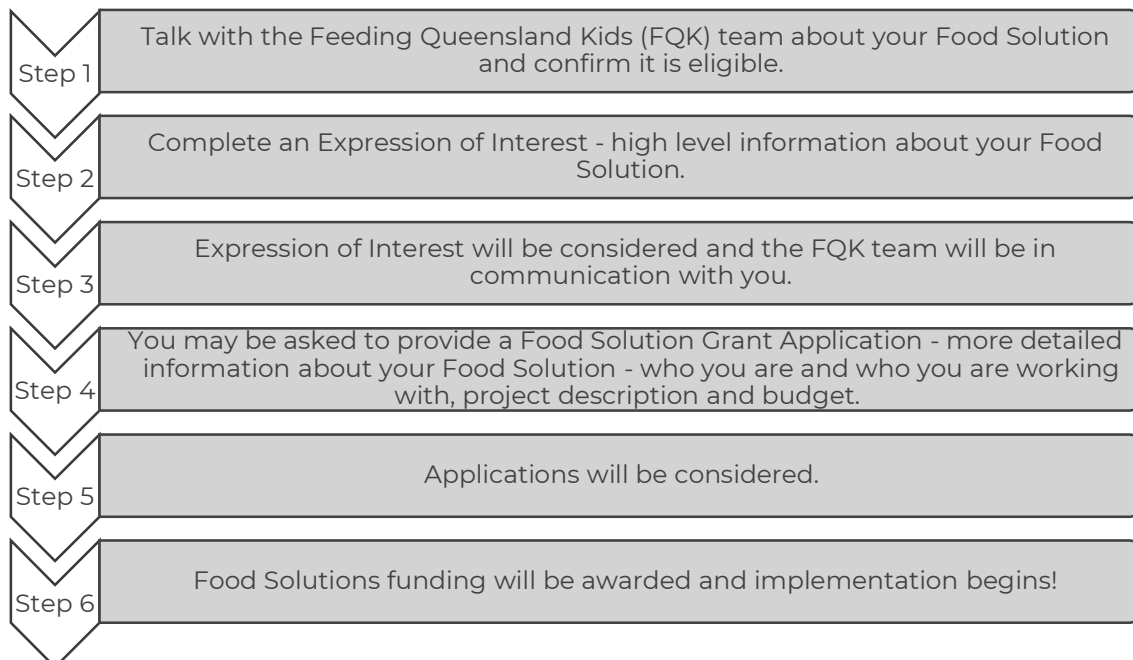
Feeding Queensland Kids

Feeding Queensland Kids and the collaboration acknowledges Aboriginal and Torres Strait Islander peoples as Traditional Owners and Custodians of the lands, waters and communities where we work and live. In Gununa/Mornington Island we'd like to acknowledge the Kunhanaamendaa, Lardil Peoples, in Tulumur/Ipswich the Jagera, Yuggera and Ugarapul Peoples, in Bundaberg we would like to acknowledge the Bailai, Gurang, Gooreng Gooreng, Taribelang Bunda Peoples and at our head offices in Meanjin/Brisbane the Turrbal and Yuggera Peoples. We recognise and respect their continued custodianship, culture and Elders.

About Feeding Queensland Kids

Feeding Queensland Kids (FQK) is a partnership between Foodbank Queensland, SecondBite | FareShare, and OzHarvest, supported by the Queensland Government. Our vision is to achieve food equity by working in partnership with communities in Gununa/Mornington Island, Ipswich, and Bundaberg regions to design and lead sustainable, practical solutions to food insecurity. We focus on supporting children and families facing adversity through community-led action and systems change. The initiative provides resources and support to help communities take practical, locally driven action toward food security—especially for children and families in need.

Food Solutions - Funding steps





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Section 1: About Food Solutions funding

What is Food Solutions funding/grants?

Food Solutions funding supports trusted community groups/organisations/entities in Gununa/Mornington Island, Ipswich, and Bundaberg regions to co-design and deliver locally-led responses to food insecurity—up to \$100,000 per application (or more by request). Applications over this amount may be considered so please get in touch. Food Solutions should reflect community needs and strengths and may include programs, events, education, food supplies, transport, equipment, staffing and/or other ideas! We welcome creative, evidence-based ideas that offer long-term, sustainable impact. Let's hear your vision!

What are Food Solutions?

Food Solutions can be programs, events, education, food supplies, transport, equipment, staffing and/or other ideas and can be wholly or partly funded by the Feeding Queensland Kids initiative.

How can the Feeding Queensland Kids team support you?

We're here to support you through the expression of interest (EOI) and grant process. Your local Community Food Coordinator will help guide planning and ensure your Food Solution aligns with community needs. They offer face-to-face support from the EOI stage to implementation and reporting so please be in touch with us before you start your EOI. A Meanjin/Brisbane-based team is also available for virtual assistance. Contact details are in Section 6.

Places the Feeding Queensland Kids initiative is supporting

Funding is available to support local solutions for food insecurity in Gununa/Mornington Island, Ipswich, and Bundaberg regions. Food Solutions funds major initiatives, while smaller capacity-building grants (up to \$10,000 for equipment or activities) are available through our Community Grants—contact us to learn more.

Food Solutions Funding aims to:

- Fund community-led, place-based solutions that address the root causes of food insecurity—such as poverty, housing, education, employment, and systemic inequality. We're looking for sustainable, long-term initiatives that go beyond food relief to shift policies, practices, mindsets, and relationships to contribute to impacts that prevent food insecurity from happening or continuing.
- Support ambitious, practical systems change ideas that create lasting impact and strengthen community resilience. You don't need to address every aspect of systems change, but your solution should aim to make meaningful, structural improvements.



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Communities and focus of grant funding

While the initiative is called *Feeding Queensland Kids*, Food Solutions don't need to focus solely on children. Supporting children often means supporting families and the wider community. We welcome inclusive, community-driven solutions that benefit people of all ages and backgrounds, including Aboriginal and Torres Strait Islander peoples, culturally diverse groups, and LGBTQIA+ communities. During the application, you'll be asked to estimate which groups your solution will support.

Please note a Glossary is available in Section 6 of some of the key terms we use.

Section 2: Eligibility for Food Solutions Funding

1. Applicants

Food Solutions aims to foster a collaborative approach, bringing together organisations, groups, and entities to co-design solutions that reflect the strengths and needs of the community. We encourage proposals that involve at least three partners working collectively. Our team is available to support and facilitate this collaborative process to ensure inclusive and impactful outcomes. Applicants must nominate one applicant to be the 'lead' during the application and implementation processes. This organisation and contact will receive all correspondence from the Feeding Queensland Kids team.

Lead Applicant – Lead applicants must be not-for-profits, charities, social enterprises, educational institutions or an incorporated entity, or auspiced or sponsored by an incorporated entity. Not-for-profits must be registered through the Australian Charities and Not-for-profits Commission (ACNC). Lead Applicants may only be lead applications on one application but can be collaborating applicants on other food solution applications.

Collaborating Applicants – Collaborating applicants can be not-for-profits, charities, social enterprises, community organisations or educational institutions, or can be auspiced or sponsored by an incorporated entity. Local governments, individuals and for-profits businesses can be collaborating applicants provided they are either not receiving funds directly, or if they are receiving funds directly, that they are matching or bettering with matched or in-kind giving.

Applicants of any size are encouraged to apply. Applicants are allowed to be recipients of both a community grant AND a food solutions grant from Feeding Queensland Kids and no penalties will be applied to applicants who are recipients of both.

2. Geographic Location

Applicants must be based in, and the food solution must be actioned in Gununa/Mornington Island or in the regions of Ipswich or Bundaberg. These regions are inclusive of the local government areas (LGAs) of these areas – if you are unsure if the area you are working in is part of these LGA please check the LGA maps [here](#).

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3. Project alignment

The proposed food solution must align with the aims of the food solutions funding (in Section 1). Solutions must be proposed through engagement with community members and community groups/organisations and other stakeholders to ensure a collective response and that there is community buy-in. In Section 4 the evaluation process is outlined so you can see what your application will be assessed against by the review panel.

4. Financial alignment

The proposed solution must include a budget outlining fund allocation, timing, and the solution's purpose. A high-level budget is required at the EOI stage, with a detailed template provided during the full application process.

In terms of funding flows there are three main options:

1. The lead applicant receives all funding to coordinate the solution *or*
2. The lead applicant receives all funding and distributes funds to collaborating applicants to undertake the solution *or*
3. The lead and collaborating applicants receive their specific portion of funds to undertake the solution.

The food solution must be actioned with at least 50% of funds spent by December 2025 and all funding reconciled by May 2026.

It is important to note:

- Funding Limit: Applicants can apply for up to \$100,000 per application. Applications over this amount may be considered so please get in touch.
- Project Coordination: Feeding Queensland Kids acknowledges that overhead project coordination costs may be required to action the solution. Where required, up to 10% of the total budget requested can be allocated to project coordination costs.
- Staffing costs may be covered but they must be for additional roles/positions/responsibilities specific to the solution.
- Contributions: Applicants will need to outline the funds and/or in-kind contributions that you are bringing to support sustainability.

5. What is not eligible - Exclusions

Food Solutions funding does not support:

- Applications that are not directly linked to addressing food insecurity.
- Applications to fund capital grants for the construction or refurbishment of buildings.
- Academic research projects.
- Production of promotional materials or footage (with the exemption of promotional material for the specific solution if appropriate).
- Retrospective funding for projects/activities that are already underway, or which will commence prior to the approval date of the funding.

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- Applications that involve the purchase of alcohol, or the covering of operational or recurrent costs (eg. insurance, electricity, rates, security, rent etc.)
- Applications that use funds to support or oppose a political organisation or political activity.
- Applications seeking funding for medium- to large-scale agricultural equipment, operations, or water infrastructure related to commercial agriculture.

Section 3: Application Process and timing

Food Solutions funding will be open until the funding is exhausted. There are two rounds whereby applications will be accepted on a rolling basis with review points in July and September. The EOI and Full Application forms outline the specific information required for submission.

EOI and these solutions guidelines released	Monday 3 June 2025
EOI applications due date	Round One: Wednesday 16 July 2025 Round Two: Wednesday 27 August 2025
EOI application panel review sessions	Round One: Week of 21 July 2025 Round Two: Week of 1 September 2025
Successful applicants contacted and full application form sent	Round One: Friday 25 July 2025 Round Two: 5 September 2025
Full application submission due	Round One: Wednesday 13 August 2025 Round Two: Wednesday 24 September 2025
Successful applicants notified and Grant Award letter executed	Round One: Friday 22 August 2025 Round Two: Friday 3 October 2025

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Section 4: Grant Assessment Process

To ensure a comprehensive and fair assessment of grant applications, we use an assessment matrix focused on key criteria for impactful Food Solutions. These include community engagement, potential for systems change, place-based focus, collaboration with stakeholders, and effectiveness in addressing root causes of food insecurity. Each criterion is weighted to reflect its importance.

Applications will be reviewed by a panel of Senior Leaders from Foodbank Queensland, SecondBite | FareShare, OzHarvest and the Queensland Government. Applicants may be asked to present a short presentation to the FQK team. Community Food Coordinators remain impartial, so ensure all relevant information is included in your application. Applicants may be contacted to clarify details. The matrix will be used during both the EOI and Full Application stages.

Assessment Matrix

Applications will be assessed in relation to the eligibility requirements in Section 2, if these are not met applicants will be contacted. A conversation would be held to explore if eligibility requirements could be met and there would be an opportunity to resubmit.

Criteria	Description	Weight
Community Engagement	The extent to which the solution involves and engages the community in planning and implementation.	20%
Systems Change	Degree to which the solution aims to create or influence systems change (resource flows, policies, practices, relationships and connections, power dynamics and mindsets) to address food insecurity.	20%
Place-Based Focus	How well the solution is tailored to the specific geographic area and addresses its unique needs and strengths.	20%
Collaboration	Level of collaboration with other organisations, community groups, stakeholders and community members.	20%
Addressing Cause/s of Food Insecurity	Effectiveness in identifying and addressing the underlying causes of food insecurity.	20%
Total Score		/100%



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Section 5: Reporting and Promotional Communications

Measuring and Evaluation Reporting

Successful applicants must complete surveys at the start, mid-point and end of the funding period, covering capacity, needs, strengths, opportunities, and community impact. A focus group or interview may also be conducted during or after implementation to assess outcomes. There will be no cost to the applicant for the focus group or interview, the applicant and collaborators may be asked to provide their time to contribute to a focus group or interview. The FQK team will provide these tools and offer support throughout the process.

Project and Financial Reporting

Applicants must submit quarterly progress reports throughout the funding period to support ongoing evaluation and reporting and to confirm alignment with funding objectives. Payments will follow the Grant Award letter schedule: 40% paid upfront, 40% after midpoint report submission, and 20% after submission of report before the final quarter of activity. Please talk with us if you have any concerns regarding this payment approach. A final report will be required at the end of the project showing project outcomes and impact, and financial spend. A template will be provided for all reporting.

Acknowledgment and Promotional Communications

Food Solutions, including those that are made up of events/projects/programs and/or activities, and wholly or partly funded by the Feeding Queensland Kids initiative, must acknowledge the funders with the words 'Supported by Foodbank Queensland, SecondBite | FareShare, OzHarvest and the Queensland Government through the Feeding Queensland Kids initiative'.

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Section 6: Contact Us and Glossary

Feeding Queensland Kids Team

Please feel free to get in touch with the team to ask any questions and seek out guidance for your application. We are here to support you!

Community	Contact	Mobile	Email
Gununa/ Mornington Island	Catherine Jason	0456 090 997	Catherine.c@foodbankqld.org.au
		0449 508 154	jason.mollenhauer@fareshare.net.au
Ipswich	Lisa	0429 558 864	Lisa.D@foodbankqld.org.au
Bundaberg	Christine	0437 687 929	Christine.s@foodbankqld.org.au
General support	Catherine Jason	0456 090 997	Fqk@foodbankqld.org.au
		0449 508 154	Catherine.c@foodbankqld.org.au
			jason.mollenhauer@fareshare.net.au

Glossary

- **Food security:** Ongoing access to enough of the types of foods an individual, family or community needs to thrive.
- **Root Causes of Food Insecurity:** Factors include, but are not limited to poverty, unemployment and low wages, high living costs, geographic barriers, chronic health conditions, racism, discrimination, climate change, severe weather and seasonal fluctuations, and social and political factors.
- **Systems Change:** Addressing the key areas that keep problems in place, like policies, practices, resources, relationships, power dynamics, and mindsets.
- **Community-Led solutions:** Projects and ideas that come from the people in the community, not from outside organisations like Foodbank Queensland for example.
- **Place-Based Solutions:** Support solutions that are place-based, meaning they are specific to the needs and characteristics of the particular community utilising the expertise, resources and strengths the community already has access to.
- **Food equity:** Fair and just distribution of food and water resources, ensuring that all individuals, regardless of their socioeconomic status, geographic location, or other



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barriers, have adequate access to sufficient, nutritious, and culturally appropriate food. It involves addressing systemic inequalities and creating sustainable solutions that empower communities to achieve food security and resilience.

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Appendices

Appendix 1 Stages of Food Solutions Funding

Stage 1: Expression of Interest (EOI)

- Interested applicants must submit an **EOI** form outlining the proposed food solution, its intended impact, beneficiaries, a high-level budget, and alignment with community needs and strengths. Applicants are strongly encouraged to contact their local Community Food Coordinator for support (see Section 6).
- EOIs will be reviewed by a panel of Senior Leaders from the Feeding Queensland Kids team. Shortlisted applicants will be invited to submit a full application.

Stage 2: Full Application

Shortlisted applicants will be provided with a full application form. The full application will ask for additional details including;

- More information about the applicants, such as information about the contributions of each organisation and how you are working together.
- Detailed description of the Food Solution
- Budget breakdown and payment schedule
- Evidence of community engagement and inclusion of community perspectives
- Description of systems change work that will be undertaken
- Description of applicants past work and achievements, including any work in the food security space
- Description of how applicants will work with others in their community, the collaborative efforts with other stakeholders
- Explanation of how the solution addresses one or more of the root causes of food insecurity
- New, innovative approaches and solutions proposed

Assessment/Consideration of applications

Applications will be considered and assessed using the Grant Assessment Matrix (see Section 4). Each criterion will be scored, and the total weighted score will determine the application's ranking. Applications will be assessed based on:

- Community Engagement/Consultation, alignment to community needs and strengths
- How the solution drives systems change, including shifts in resource flows (e.g. food, funding, time), changes to policies or practices, addressing power imbalances, and strengthening relationships, connections, and mindsets.
- Place-Based Focus
- Collaboration



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- Addressing Root Cause/s of Food Insecurity

The final selection of grant recipients will be based on the evaluation scores including alignment to community needs and strengths and the impact/s of the food solution. Successful applicants will be notified by email and telephone and provided with further information on next steps.

Stage 3: Award and Implementation

- Successful applicants will receive a grant award letter outlining the terms and conditions of the funding. Funds will be disbursed according to the agreed-upon schedule. The acquittal and reporting processes will also be discussed during this time.
- Grant recipients will begin implementing their solutions as outlined in their applications. Quarterly progress reports will be required to ensure compliance with the solutions plan and budget. These processes will be supported by the Community Food Coordinator.