

To: Head of Environmental Health Services (England)  
Chief Port Health Officers (England)  
FAO Lead Officer for Food Safety

Copies: CIEH, LACORS, TSI, APHA

19 June 2008

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Dear Colleague

## **GUIDANCE ON SOURCES OF FUNDING FOR FOOD RELATED INITIATIVES**

This letter encloses a new guidance document for local authorities on alternative sources of funding for food related initiatives, including tips on preparing funding bids.

### **Background**

The Agency has held a number of regional events where local authorities have suggested that guidance on sources of funding available for projects across the food safety, standards, diet and healthy eating agenda would be helpful. The Agency has therefore produced a directory and guidance which we hope will provide clear assistance for local authority food officers.

### **The Guidance Document**

The guidance is particularly aimed at those Environmental Health and Trading Standards Officers who have not had much experience with bidding for external funding.

It is intended as a first step in a process of capacity building to enable local authority food officers to increase their access to alternative sources of funding (including Agency grants) to support initiatives in the above mentioned areas.

The guidance covers:

- Planning and partnership building before applying for funding
- Information on sources of funding and links to useful websites
- Tips on preparing applications for funding
- Guidance on managing successful projects

We hope that the information provided will assist officers in developing project proposals and help authorities increase access to alternative funding to expand their food related activities

The guidance will be placed on the Agency's website and regular updates will be posted. We would welcome feedback and should you require clarification or wish to comment on the guidance, please email: [HACCPTeam@foodstandards.gsi.gov.uk](mailto:HACCPTeam@foodstandards.gsi.gov.uk)

Yours faithfully,

Julian Blackburn  
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