

Healthy Holidays Fund

Guidance for Applicants

Spring, Summer & Winter Holidays 2026

Grants of up to £10,000 for provision of food and activities for children aged 4 – 16, during the spring (Easter), summer and winter (Christmas) school holidays 2026.

Who can apply?

This fund is only open to organisations that meet the eligibility criteria below:

• Constituted as a voluntary, community or social enterprise (VCSE) organisation	
• Full membership of Salford CVS as the time of application and currently adhere to the eligibility criteria for full membership of Salford CVS – more details available at https://www.salfordcvs.co.uk/membership-0	
• Based in Salford OR have a strong track record of delivery in Salford	
• No maximum turnover	
• With an organisational Bank Account with 2 signatories who are not related to each other OR have a holding account at Salford CVS	
• Fully up to date with grant reporting to Salford CVS	
• Submit a completed application by 12:00 noon on Friday 20th February	

What is the Healthy Holidays Fund?

The Healthy Holidays Fund is open to voluntary, community and social enterprise (VCSE) sector organisations to provide food and activities for children in Salford during the spring (Easter), summer and winter (Christmas) school holidays.

This fund is a small part of a wider council-led Holiday Food and Activities (HAF) partnership programme aimed at addressing 'holiday hunger,' which particularly affects children eligible for free school meals. It is supported by Salford City Council using monies secured from the Department for Education.

Who should benefit from this funding?

This fund is aimed at supporting children aged 4-16 whose families struggle to provide enough healthy food for their children during the holiday period. To be eligible for a place, children who attend should **be eligible for free school meals**.

A very limited proportion of places may be given to children who are not eligible for free school meals, but who are experiencing food insecurity in the holidays and who meet any of the following criteria:

- children assessed by the local authority as being in need, at risk or vulnerable
- young carers
- looked-after children or previously looked after children
- children with an EHC plan (education, health, and care)
- children with special educational needs and/or disabilities who are not eligible for free school meals
- children who have low attendance rates at school or who are at risk of exclusion

If you have any questions on the above please get in touch.

Please note: Groups may offer additional spaces to children who do not meet the above criteria, such as fee-paying places or places funded by other grants. However, if you are offering additional spaces, a minimum of 50% of children attending should meet the criteria above.

For example, if through the Healthy holiday fund, you are offering 30 places to children who are eligible for free school meals or meet the above criteria, the maximum number of additional spaces you can offer is 30.

How much can you apply for?

Applications are invited for projects up to a maximum of £10,000.

Value for money will be a major consideration for the assessment panel in terms of total days of provision and the number of children taking part.

Who can apply?

Only Full Members of Salford CVS are eligible to apply. If you are not sure if your organisation is a Full Member, please contact the Grants Team. See page 1 for the full list of eligibility criteria.

Groups must currently adhere to the eligibility criteria for full membership of Salford CVS – more details available at <https://www.salfordcvs.co.uk/membership-0>

Meet The Funder

We are hosting an online Meet the Funder for applicants to hear more about the fund and to answer any questions.

Please sign up here:

<https://www.salfordcvs.co.uk/form/healthy-holidays-2026-meet-the-funder>

Key Dates

Applications Open	Late Jan 2026
Meet the Funder Session	Thursday 12th February 2026
Applications Close	Friday 20th February 2026, 12pm
Delivery Dates:	30th March 2026 – Friday 2nd Jan 2027*

*Please see detailed delivery dates on page 5

What can the money be spent on?

Eligible costs include:

- purchasing, preparing and cooking healthy foods. For information on healthy eating please see NHS guidelines: <https://www.nhs.uk/live-well/eat-well/food-guidelines-and-food-labels/the-eatwell-guide/>
- physical / wider activities (e.g. sports equipment, art materials etc.)
- venue hire
- volunteer expenses

- staffing
- promotion costs etc.

This fund is for Healthy Holidays project costs only, not core costs.

Delivery Requirements

As part of this funding, you must provide food and activities for children. You can do

Option 1

Planning your own activities and preparing your own food.

You must:

- Have premises approved by Salford Council (e.g. have a food hygiene rating.)
- Staff/volunteers/those preparing food must be trained in Level 2 Food Hygiene.

Training is available from Salford Council:
<https://www.salford.gov.uk/children-and-families/information-for-childcare-providers/training-programme/food-hygiene-level-2/>

Food must be the same quality as children's school meals.
 This means a hot meal, that is healthy, balanced, and is substantial.

Option 2

Planning your own activities and receiving free food from Citywide.

You must:

- Complete a food ordering form by the given deadlines, in advance of the holidays.
- Have details of the number of meals required each day and any dietary requirements.*
- Hold provision between:

Spring (excluding bank holidays)

Monday 30th March – Friday 17th April

Summer

Monday 27th July – Friday 28th August

Winter

21, 22, and 23 December 2026

Citywide cannot provide food outside of these dates.

Or a mixture of Options 1 & 2, ensuring that there is food provision at every session.

Promotion and use of online bookings platform, Eequ

All grant holders will be **required** to promote their activities and manage bookings using the online bookings platform, [Eequ](#).* This is a new requirement for this year of Healthy Holidays funding.

Due to the limited timeframe, it's important that providers get registered on Eequ immediately upon receiving funding. To enable this, we have arranged a support session to help providers get registered and create listings on Eequ. Further training and support will also be available as required.

This session will also include key information on working with Citywide.

An induction meeting will be held early on the week commencing the 9th of March. Please hold time for this in your diary in advance.

*Any grant holder working with parents and carers who do not access the internet will receive support setting up an offline bookings system for parents and carers. The provider will be responsible for ensuring this data is uploaded to Eequ.

Delivery and Reporting Dates 2026

Spring Delivery

Monday 30th March – Friday 17th April* - if receiving Citywide food
End of April 2025 – Update report due to grants@salfordcvs.co.uk

Summer

Monday 23rd July – Friday 28th August* - if receiving Citywide food
September – Update report due to grants@salfordcvs.co.uk

Winter Delivery

21st, 22nd and 23rd December 2025* - if receiving Citywide food
January 2026 – Update report due to grants@salfordcvs.co.uk

*If NOT receiving citywide food, provision **must** still be delivered within school holidays

What policies and other documentation are required?

All organisations will be expected to have the following policies in place at the time of application:

- a) Health and Safety policy
- b) Equality/Diversity Statement or Policy
- c) Public Liability Insurance (Cost can be included in budget)
- d) Risk assessments
- e) Food Safety Policy
- f) Record Keeping Policy
- g) Inclusion and Access policy
- h) Safeguarding Children policy

...and **if applicable** to project activities:

- i) Volunteer Policy
- j) Safeguarding Adults policy

***Please note:** Copies of any relevant safeguarding policies must be submitted with your application.

What support is available to applicants?

Support with your application

If you have any questions or concerns about completing the application form, or you would like to discuss your project proposal with a member of the Grants Team, please contact the Honor from the Grants Team at honor.johnstone@salfordcvs.co.uk or phone 0161 787 7795.

Wider development support

Salford CVS can also offer practical support to VCSE organisations with developing policies, accessing volunteers, and accessing wider funding. For further information, visit our website at:

www.salfordcvs.co.uk/development-support

See our online Safeguarding in Salford resources:

www.salfordcvs.co.uk/safeguarding-salford

You can also contact our Development Team by phone 0161 787 7795 or email at: office@salfordcvs.co.uk

How to apply

Complete the application form and submit it by email to grants@salfordcvs.co.uk, or post to Salford CVS, The Old Town Hall, 5 Irwell Place, Eccles, M30 0FN.

Salford CVS is anticipating high levels of demand for this fund. Therefore, please read this guidance in full to ensure your application meets the criteria.

Completing Application Form - Part 1

Contact Information

Question a) – The name of the lead contact for this application / project. They will be the primary point of contact for all matters relating to this application and any successful project award.

Question b) – A secondary contact. They will only be contacted if we have difficulty reaching the lead contact.

About your organisation

Question 1) – Please give the full name of your organisation.

Question 2) – Please give the registered address of your organisation. If you don't have a registered address as such, please provide the address of your Chair.

Question 3) – Please give your organisation's turnover for the last full financial year.

Question 4) – Please tell us how your organisation is constituted; examples are provided below:

- Unincorporated Association or Community Group
- Company Limited by Guarantee
- Registered Charity
- Charitable Incorporated Organisation
- Community Interest Company
- Community Benefit Society
- Cooperative Society
- Other (give details)

Please note:

- All organisations must be not-for-private-profit
- Companies Limited by Guarantee must have an 'asset lock' to prevent the transfer of assets to individuals
- Some charities might also be a company limited by guarantee

Question 5) – Please give your organisation number (i.e. registered with the Charity Commission or Companies House). Please note that Unincorporated Organisations / Community Groups will not have an Organisation Number.

Questions 6) – Please state your organisation's website, Facebook or Twitter accounts (if applicable)

Questions 7-9) – We are keen to support all staffed organisations that pay a minimum wage of at least **£13.45 per hour** as set by the Living Wage Foundation. We also actively encourage organisations to become an accredited Living Wage Employer. If you don't employ staff, please tick the 'not applicable' box (N/A).

This includes regular third party contractor staff.

Question 10) – We expect all organisations to have relevant policies in place at the time of application. Please note that that Public Liability Insurance costs can form an element of your bid. If you need advice or support on developing policies, please see the 'What support is available to applicants?' section above.

Please note that you will need to submit copies of the following documents along with your application:

- Safeguarding Adults Policy (only if applicable to your project)
- Safeguarding Children Policy **This must be in date and signed by relevant staff**

If you are unsure whether your policies are up to date and correct, please contact Liz Atkinson (Safeguarding policies) or the Development Team (other policies) at grants@salfordcvs.co.uk

Project Summary

Question 11) – Give your project a suitable and memorable name.

Question 12) – A brief description of your project that sums up what you plan to do (140 characters max including spaces). This may be used in our publicity to publicise the award.

Question 13) – Please indicate the areas of Salford which will receive support from your project. If it is across the whole of Salford, please tick 'Salford city-wide'.

Question 14) – If your project is delivered from a single location (e.g. a community centre or park) please provide a postcode for this. If your activity at more than one location, please provide all the postcodes.

Completing Application Form - Part 2

Question 15) – Please tell us if you wish to provide **food and activities OR activities only**.

Questions 16 – 20 – For Food and Activities projects

Question 16) – Give examples of food you will be providing. This should be healthy and nutritionally balanced. If you'll be buying in pre-prepared food from a food supplier, give details.

Question 17) – Tick to confirm that you'll offer a snack to children on arrival.
Experience has shown that some children are arriving having not eaten any breakfast. They therefore struggle to participate in any pre-lunch activities.

Question 18) – The venue where food will be prepared or cooked (if applicable).

Question 19) – If you're preparing/cooking the food, give full details. If you're buying in pre-prepared food, give the business name and address.

Question 20) – Please tell us if your supervisory staff / volunteers have Level 2 Food Hygiene qualifications.

Questions 21 – 33 - For all applicants

Question 21) – Please confirm that you meet all of the programme requirements. These are necessary to ensure all projects meet basic standards child safety.

About your project

Question 22) – More staff or volunteers will be needed for younger children

Question 23) – Please provide a realistic estimation how many children you can support that are eligible for free school meals and/or meet criteria found on page 2 of guidance notes.

Question 24) – Please let us know if you intend to provide additional places, such as fee-paying places or places funded by additional funding.

Question 25) – Please provide an address with a postcode. Please also include any outdoor venues (such as parks, sports pitches etc.) you plan to use.

Question 26) – Please tell us how many days of provision you will deliver in the Spring (Easter), Summer and Winter (Christmas) holidays. Between two and four days per week is a realistic target for delivery over the Spring (Easter) and Summer holidays; however, this will depend on your cost model, number of children catered for and range of activities.

Question 27) – You may want to provide activities and food outside of dates give in Question 28, (e.g. if you serve communities attending independent schools). In which case, please give the dates you'd like offer food and activities. *Please note that Citywide cannot supply food for wider dates.*

Question 28) – What activities are you offering? This might include sports, exercise, indoor/outdoor games, dancing, art, drama, singing, entertainment etc.

Question 29) – Please describe the community your project will be targeting. This may be a geographical community or a community of identity.

Question 30) – A minimum of 50% of children attending should be eligible for free school meals. This is best done by targeted promotion. How will you reach out to these families in a positive way?

Question 31) – As leading member of the Social Value Alliance Salford CVS wants to ensure that as much of its grant monies as possible are spent in Salford, ideally through buying goods and services from local independent businesses or fellow VCSE sector organisations. This helps to support our local economy.

The opposite of this approach is to buy directly from large chains or corporations. Amazon for example has been identified as the worst company for aggressive tax avoidance which deprives our government of much-needed funds for schools, hospitals, local services etc. If you do feel pressured to occasionally use Amazon, then buy from Amazon Marketplace which supports independent suppliers.

Question 32) – IF APPLICABLE – Learning from previous funding. If you have previously received Healthy Holidays funding, what will you do differently this time or how will you learn from previous delivery?

Note: this section is not to raise issues of level of funding or demand, but rather you and your staff and delivery.

About the money

Question 33) – Please give an overview of what your project will cost by describing each item and breaking down your calculation so we can see how you've arrived at the cost for each item. See some examples below.

Examples		Description of item	Breakdown of calculations	Amount requested
1	Acceptable:	Lunch ingredients	£4 per head x 30 children x 4 days	£480
	Not acceptable:	Lunch ingredients	For 30 children	£480
2	Acceptable:	Dance coach	£25ph x 2hrs/day x 4 days	£200
	Not acceptable:	Dance coach	£50 a week	£200

Please also list any other sources of match funding supporting this project that has been confirmed.

Please enclose

As your project activity involves working with **children** you must submit the relevant, up to date safeguarding policy with your application. If applicable, you must also submit your Safeguarding Adults Policy.

If your project involves **food preparation or cooking**, you must submit a food hygiene rating certificate for the venue and certificates for lead cook(s).

Declaration

Please confirm that you have read the **Terms and Conditions** of this grant by giving the name and role of the lead applicant.