



## 2020 Local Food System Security Grant

The COVID-19 pandemic has highlighted some critical stress points in our local food system. Farmers have reported labor issues, market closures, and fears of supply chain disruption due to COVID-19. To bolster local food security and ensure the resilience and sustainability of our local farms, ANCA announces a \$100,000 Local Food Security Grant program for 2020 for farms in our 14-county region<sup>1</sup>.

This program offers awards of \$2,500-\$25,000 for projects that aim to enhance food and farm security in the region. Examples may include (but are not limited to) projects that support and expand supply chains, crop storage facilities, farmer subsidies so products can be offered to the public at reduced cost, and expansion of direct marketing options.

The following Request for Proposals (RFP) outlines the procedure for application. Please note the requirements of each section. Proposals that do not include all required information will be removed from consideration. If you have any questions about the RFP, please contact Local Food System Coordinator Adam Dewbury via email at [adewbury@adirondack.org](mailto:adewbury@adirondack.org), or phone (518) 354-1617.

## 2020 Local Food System Security Grant RFP

All applications MUST include the following:

**Contact:** A primary contact, name, business name, job title, email, and phone number.

**Applicant Business Description:** Briefly describe your farm or agricultural business, services offered, the products made, and number of years in business. Note size and scale in terms of gross annual sales, land in production (if relevant), and units of product sold per year. Where applicable, include information about the source of the raw materials used in production i.e. grown on your farm, grown in NY, made in NY, organic certified, NY Grown and Certified, Animal Welfare Certified, etc. (up to 200 words)

**Statement of Purpose:** Describe the local food system security issue(s) that your project proposes to address. Identify the ways that your project proposes to address these issues. State your project's goals. (100-200 words)

**Plan:** Provide a summary of your project. Describe how the funding will be used to address the issues and meet the goals described above. Clearly state the impacts your project will have, and how they will

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<sup>1</sup> Clinton, Essex, Franklin, Fulton, Hamilton, Herkimer, Jefferson, Lewis, St. Lawrence, Saratoga, Oneida, Oswego, Warren, and Washington counties

be measured. Please include a quarterly timeline of actions you will undertake in your project. (200-300 words)

**Costs:** A list of material/project costs noting ANCA grant funds and any matching funds or in-kind investments. Allowable costs include equipment, supplies, construction, contractors, and consultants. Can your project move forward with partial funding? If so, what is the minimum amount of funding that would keep your project moving forward?

**Reporting:** Please indicate your commitment to reporting back to ANCA how funds were spent. Describe how you will report to ANCA, and provide a timeline for doing so. ANCA may require invoices before disbursement of grant funds.

**DEADLINE EXTENSION: Applications are due no later than APRIL 15, 2020 at midnight. Please submit your application and/or any questions to [localfarmgrants@adirondack.org](mailto:localfarmgrants@adirondack.org). An on-site interview including photos and videos may be conducted as part of the application process.**

## Scoring Criteria

### **Applicant Business Description: 20 points**

Provide an adequate background for applicant reviewers to understand the project context and your readiness to implement the proposed project.

### **Statement of Purpose: 20 Points**

Provide a clear and concrete description of the local food system security issues your project will address. Identify the ways your project will address the issues. State your goals clearly and explicitly.

### **Plan: 30 points**

Describe a clear plan that speaks to the goals you have set, including how you will measure impact. Clearly describe how funding will be used, and provide a timeline for your project.

### **Costs: 30 points**

A basic description of itemized costs and justification can obtain up to 10 points. The remaining 20 points will be determined as follows.

>50% match 20 points  
31-50% match 15 points  
16-30% match 10 points  
1-15% match 5 points  
0% match 0 points

### **Reporting: 20 points**

Measuring success is critical to learning from your project and sharing outcomes with our funding sources. Your commitment to a narrative report, providing photos, openness to pre-and post project interviews and ability to describe impacts will be essential. Metrics are especially useful.