

# UFCU Local Food Microgrant - Cycle 6 Application

Urban Food Connections of Utah (UFCU) is pleased to offer a limited number of microgrants to fund projects and programs created and designed specifically to increase the amount and variety of local, sustainably-grown produce available to Utah consumers in grocery stores, farmers markets, CSAs, etc. Funding will be provided to existing small-scale commercial farms dedicated to producing primarily fruits and vegetables in an ecologically responsible manner without the use of chemical inputs such as synthetic fertilizers, pesticides, herbicides, fungicides, or insecticides. To be eligible farmers must sell produce to at least one direct-to-consumer outlet (market, farm stand, CSA) that redeems Double Up Food Bucks SNAP benefits.

Microgrant funded projects could include:

- Bolstering or creating new sustainable farming practices including but not limited to: water irrigation systems, increased storage capabilities, elimination of chemical pesticides, use of solar panels, etc..;
- Funding to purchase seeds;
- Funding for continuing education for farmers;
- Funding to purchase and build season extension infrastructure

Approximately \$15,000 will be made available over the term of this grant cycle. Minimum grant request is \$500; maximum grant request is \$5,000. Grant applications are due by March 15th, 2020. Grants will be awarded by April 1st, 2020.

The Local Food Microgrant Program is made available through a funding partnership with Utah Department of Health.

If you have any questions or if you would like a Word or PDF version of this entire application before officially submitting your application through the Google Form, please email Carly Gillespie ([carly@downtownslc.org](mailto:carly@downtownslc.org)).

**\* Required**

1. Email address \*

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## Applicant Information

2. Business Name \*

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3. Best Contact Email Address \*

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4. Business Phone Number \*

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5. Business Mailing Address \*

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6. Business Website \*

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7. Personal Name \*

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8. Exact Funding Request (\$500.00-\$5000.00) \*

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9. Are you an existing commercial farm? \*

*Mark only one oval.*

Yes    *Skip to question 12*

No

*Skip to section 6 (Thank you for your interest in the Local Food Microgrant Program administered by UFCU. According to the policies of the Local Food Microgrant Program, applications must be submitted on behalf of an existing commercial farm. UFCU looks forward to receiving your application once you are an established commercial farm. For any questions or concerns, please email Carly Gillespie (carly@downtownslc.org).)*

10. What direct-to-consumer outlet that redeems Double Up Food Bucks? \*

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Urban Food Connections of Utah (UFCU) requests that all applicants review the following policies, which are subject to change at any time. Updates will be sent to the email address provided in the application. It is the applicant's responsibility to retrieve and disseminate all communication to their staff members accordingly.

To ensure the success of the microgrant program, all applicants must acknowledge the following policies:

Microgrant fund applicants must meet the following requirements in order to receive a microgrant award:

1. Applicants must be growing produce in the state of Utah.
2. Regardless of the location of the project or farm, applicants must sell produce in Utah directly to consumers (i.e. at a farmers market, grocery store, or CSA).
3. Applicants must be an existing commercial farm.
4. Applicants must produce primarily fruits and vegetables.
5. Applicants must sell produce at one or more direct-to-consumer outlet (market, CSA, farm stand) that redeems Double Up Food Bucks.

Grant limits shall not exceed \$5,000 per award.

Grant recipients will be responsible for making all arrangements for their project and fulfilling their project obligations as described in the microgrant project proposal. Similarly, grant recipients must inform UFCU of any changes to grant activities or plans prior to making said changes. UFCU may accept or reject proposed changes.

Grant recipients will document all microgrant fund expenditures and keep originals or copies of valid, itemized receipts for each expenditure. Grant recipients should anticipate an audit on grant funded projects.

Grant recipients must use all funds available on the project as indicated in the application and proposal and within the agreed-upon time frame.

Grant recipients are expected to share knowledge, skills, ideas, capacity, and experience they have gained from microgrant program.

Grant applications that focus on increased sustainability of land and increased food accesses in low income and/or vulnerable populations will be given funding priority.

Regular progress reports and annual reports will be required that include the outcomes of projects to help UFCU quantify the local food impact. Farmers who have been awarded microgrant funding must participate in project assessments and oversight policies. Below are examples of how proposed projects may be quantitatively measured:

- Installation of, or improvement to, irrigation systems: how much water was consumed compared to years past?
- Installation of hoop houses/greenhouses: how many additional pounds of produce were harvested based on growing season extension? How many hours of additional harvest time did this create? Did this increase revenue and by how much?
- Seed purchase: assessment of increase, decrease, or stagnation in pounds of produce and diversity of produce sold.

#### Legal Information

Urban Food Connections of Utah reserves the right to refuse participation to farmers not in compliance with UFCU Guidelines and Policies or failure to meet set standards which include, but are not limited to, following all local, city, state, and federal laws and regulations.

UFCU welcomes all regardless of race; color; national or ethnic origin; age; religion; disability; sex; sexual orientation; gender; gender identity and expression; including a

## Microgrant Policies & Procedures

transgender identity; genetics; veteran status; and any other characteristic protected under applicable federal or state law.

When submitting an application, an electronic signature is required. This signature serves as a binding agreement between UFCU and the applicant. UFCU will hold microgrant recipients responsible for following guidelines and policies. Policies are subject to change at any time and updates will be sent to the email indicated on the application. Anyone who fails to comply with UFCU policies, and/or city, state and federal laws, may have microgrant funds rescinded.

Grantees assume full liability for the products they grow and sell and hereby agree to hold UFCU harmless against any claim of injury or damage by any buyer, seller, or other persons resulting from the use, consumption, disposition, display, or marketing of products.

### Project Title

11. Do you agree to the above "Policies & Procedures"? \*

*Mark only one oval.*

Yes

No

### Proposed Project Plan

12. Describe your proposed project or program. \*

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13. What experience and qualifications do you bring to your project? \*

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14. What specific project costs will the microgrant cover? Please provide a detailed budget below or attach one in an email to Carly Gillespie ([carly@downtownslc.org](mailto:carly@downtownslc.org)). Example: \$553.40 for wooden produce bins from a specific vendor, \$729.88 for fruit trees from a specific nursery, etc. \*

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15. Provide specific examples of how your microgrant project or program will increase variety and availability of local produce for Utah consumers. \*

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16. Describe how the microgrant will contribute or increase your ability to serve Double Up Food Bucks customers (increased fruit and vegetable production, increased variety of produce or expansion to additional Double Up Food Bucks outlets). \*

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17. Provide specific examples of what ecologically sustainable farming methods you currently use, how this microgrant project or program will either improve or create new ecologically sustainable farming methods. \*

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18. Please detail what populations this project will serve. \*

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19. Where do you sell your produce in Utah (i.e.: Harmon's, Liberty Park Farmers Market, CSA etc.)? \*

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20. Provide a detailed action plan and timeline. If you choose to email this timeline, please write, "emailed to Carly " in the answer box and send to [carly@downtownslc.org](mailto:carly@downtownslc.org). \*

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21. How will your project be sustained past the grant cycle? \*

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22. Will this project proceed should your business not be granted funding? \*

*Mark only one oval.*

Yes

No

23. Do you have matching funds? If yes, what is your source of matching funds? \*

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UFCU thanks you for your application. Please submit relevant supporting documentation such as budget, diagrams, photos, or marketing materials to Carly Gillespie at [carly@downtownslc.org](mailto:carly@downtownslc.org).

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