

2019 Local Food Microgrant Application

Grant Cycle 5

10/9/2019

Please note that all applications must be submitted through the online link: <https://forms.gle/HYeQWrUUBX154H3ZA>. Please do not submit a PDF or paper 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 Salt Lake City 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.

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 October 25th, 2019. Grants will be awarded by November 15th, 2019.

The Local Food Microgrant Program is made available through a funding partnership with SLC Green, Salt Lake City's Sustainability Department.

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 Hannah Martin (hannah@downtownslc.org).

Email Address:

Applicant Information

1. Business Name:
2. Best Contact Email Address:
3. Business Phone Number:
4. Business Mailing Address:
5. Business Website:

6. Personal Name:
7. Exact Funding Request:
8. Are you and Existing Commercial Farm? Y/N

Microgrant Policies & Procedures

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 located within the boundaries of any of the following counties: Salt Lake, Davis, Weber, Utah, Wasatch, Morgan, Summit, Box Elder, or Cache.
2. Regardless of the location of the project or farm, applicants must sell produce in Salt Lake City 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

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 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.

1. Do you agree to the above “Policies & Procedures”? Y/N

Proposed Project Plan:

1. Describe your proposed project or program:
2. What experiences and qualifications do you bring to your project?
3. What specific project costs will the microgrant cover? Please provide a detailed budget below or attach one in an email to Hannah Martin (hannah@downtownslc.org). Example: \$553.40 for wooden produce bins from a specific vendor, \$729.88 for fruit trees from a specific nursery, etc.:
4. Provide specific examples of how your microgrant project or the program will increase the variety and availability of local produce for Salt Lake City consumers.

5. Provide specific examples of what ecologically sustainable farming methods you currently use, how this microgrant project or the program will either improve or create new ecologically sustainable farming methods.
6. Please detail what populations this project will serve.
7. Where do you sell your products in Salt Lake City (Ie Harmon's Liberty Park Farmers Market, CSA)?
8. Provide a detailed action plan and timelines. If you choose to email this timeline, please write, "Emailed to Hannah" in the answer box and send to hannah@downtownslc.org.
9. How will your project be sustained pasted the grant cycle?
10. Will this project proceed should your business not be granted funding? Y/N
11. Do you have matching funds? If yes, what is your source of matching funds?

UFCU thanks you for your application. Please submit relevant supporting documentation such as budget, diagrams, photos, or marketing materials to Hannah Martin at hannah@downtownslc.org.