**2023 grant application for faith & food coalitions: Please submit via our online application at:** [**https://tinyurl.com/FaithCoalition2023**](https://tinyurl.com/FaithCoalition2023)

**Although you are required to submit your application online, we encourage you to draft the narrative and budget offline then copy and paste your answers into the online** <https://tinyurl.com/FaithCoalition2023>.

Funding up to $25,000 is available for groups of three or more rural churches and/or faith-based organizations that are improving access to fresh ***and*** local food for their communities. Priority will be given to rural communities and coalitions who partner with local farmers/aggregators.  Please note:  Coalitions of at least three churches, with one rural United Methodist Church, are eligible to apply.

**Which Resourceful Communities staff member have you spoken to about your project idea?** Choose an item.

*Applicants are generally more successful when they have discussed their project idea with a staff member to ensure clarity. We* ***require applicants to reach out to us before applying****. You may contact:*

* *Aaron Hayworth -- (828) 448-4500 --* [*ahayworth@conservationfund.org*](mailto:ahayworth@conservationfund.org)
* *Matthew Rouse-- (910) 257-5827 --* [*mrouse@conservationfund.org*](mailto:mrouse@conservationfund.org)
* *Dave Walker* *--(336) 675-2413* -- [*dwalker@conservationfund.org*](mailto:dwalker@conservationfund.org)

**Contact Information**

**Coalitions with at least three active churches participating in the project are eligible to apply. Please list the contact information for each participating church.**

**(1) Name of Church**: Click or tap here to enter text.

**Mailing Address:** Click or tap here to enter text.

**Contact Person:** Click or tap here to enter text. **Title:** Click or tap here to enter text.

**Email Address:** Click or tap here to enter text. **Phone:** Click or tap here to enter text.

**(Optional) Additional Contact Person:** Click or tap here to enter text. **Title:** Click or tap here to enter text.

**Email Address:** Click or tap here to enter text. **Phone:** Click or tap here to enter text.

**Denomination:** Click or tap here to enter text.

**Church Designation:**

* Church 501(c)(3)
* Faith-Based 501(c)(3)
* Nonprofit/501(c)(3) under denominational group ruling
* Church without nonprofit designation
* Other:

**Total church budget for current fiscal year:** Click or tap here to enter text.

**What percentage (if any) of the church budget supports your proposed project?** Click or tap here to enter text.

**Total Staff:** Click or tap here to enter text. **Total Volunteers:** Click or tap here to enter text.

[Repeated as needed for each church]

**Project Overview**

**Amount of Funding Requested:** Click or tap here to enter text.

**Project Name/ Brief Description:**

Click or tap here to enter text.

**Project location, including county and other counties served:** Click or tap here to enter text.

**Project start date:** Click or tap here to enter text. **Completion Date:** Click or tap here to enter text.

(Our small grant periods typically average 9-12 months.)

**One of Resourceful Communities’ goals is to create a network of engaged and informed local partners who connect with and learn from each other. We encourage applicants to get to know and participate in our network to learn about resources and community-centered strategies. Currently, network participation is limited to virtual engagements, however, virtual participation might include webinars uplifting community engagement skills, strategies to access healthy and affordable food, and virtual peer learning visits.**

**Have representatives of your church participated in Resourceful Communities network gatherings?**

**Yes  No**

**Resourceful Communities provides free-of-charge training and technical assistance. Technical assistance is not required, though we’d like to hear from you. Please check the top three topics that would help you broaden partnerships and ensure your project is a success.**

**Community Engagement  Strategies to access locally grown foods**

**Partnership building  Work planning**

**Project evaluation  Volunteer recruitment**

**Congregational engagement  Organizational development**

**Grant Writing  Leadership development**

**COVID-19 Pandemic Relief Strategies  Church-owned land stewardship**

**Other:** Click or tap here to enter text.

**Project Description**

1. **Is your proposed project new?  Yes  No**
2. **Please provide a \*brief\* description of the faith coalition’s collective food ministry, including who currently benefits from your work and the geographic area you serve.**

Click or tap here to enter text.

1. **Resourceful Communities prioritizes support for faith coalitions that are increasing access to fresh, healthy, and local food through strengthening partnerships between churches, farmers, food hubs, and more. Please provide an overview of the coalition’s project and how this funding would deepen its impacts. What do you hope to do and what would the impact be?**

Click or tap here to enter text.

**4. The triple bottom line remains a crucial part of our mission.  We also understand the significant challenges the pandemic has created. If your proposed project includes environmental, economic, and social justice benefits, please describe them below. If your project addresses one or two of these issues due to the pandemic, please explain the nature of your project and why it is significant for your community.**

**Economic Benefits:**

Select all that apply:

* Supporting and promoting local/regional farms and/or food hubs.
* Reducing overall cost of food for food insecure individuals by providing high-quality produce at little or no cost to recipients.
* Reducing transportation costs by delivering food directly to participants.
* Other:

**Social Justice Benefits:**

Select all that apply:

* Providing the highest quality food to individuals/families who are food insecure at no cost.
* Reducing barriers to access by distributing fresh, healthy food directly to food-insecure families.
* Incorporating a participant-informed model of distribution to ensure equitable food access.
* Other:

**Environmental Benefits:**

Select all that apply:

* Reducing food miles by purchasing and supporting local/regional producers.
* Supporting farmers that use sustainable growing practices.
* Reducing food waste by ensuring that participants are involved in choosing the food they want.
* Reducing food waste by serving as a distribution point for farmers who have produce that needs to be distributed before it spoils.
* Other:

**Preparing for a Successful Project**

1. **How have the community members you serve been involved in decision-making and implementation of this project? How will they continue to engage? If your project is focused on COVID-related food relief, how do you identify those who will benefit? How do they provide input?**

Click or tap here to enter text.

1. **Describe the roles, duties, and responsibilities of each partner (who will pick up produce, prep/distribute food on what days of the week, provide recipes, survey participants, etc.?).**

**Current coalition partners and their roles (including length of each partnership):**

Click or tap here to enter text.

**Current or potential support partners (ex. NC Extension, Farmers, Food Hubs) and their roles:**

Click or tap here to enter text.

**getting the project underway**

1. **Please explain your project activities, including steps to prepare for and implement your project. What will you do to carry out your project? Include major activities and a timeline.**

**Activities you have already completed:** (Completed steps might include clarified partnership roles, identified farmers to purchase from, drafted budget, finalized a distribution schedule.)

Click or tap here to enter text.

**Activities you will carry out to prepare for project:** (Please consider additional staff/ volunteers, qualified individuals who can deliver programming; supplies or equipment to be purchased; materials to be developed; access to additional space/ land, contract/ agreements needed.)

Click or tap here to enter text.

**Activities you will perform once the project is underway:** (Once programming begins, what will your project look like on a day-to-day basis, including who you will serve, how many, and how often.)

Click or tap here to enter text.

**Results, Assessment and Evaluation**

1. **Measuring your impact: Explain what changes you hope to see when your project is successfully completed. Be sure to note 2-3 things you plan to measure.**

*Note: Project evaluation begins at the \*beginning\*, with goal setting that reflects the changes you hope to see when your project is successfully completed.  Your goals should help you determine what you need and how to measure throughout the project period.  These measurements will help you assess whether you are meeting/have met your goals, and whether you can improve along the way. Knowing what you need to measure as you begin your project can also help you identify activities you might need to plan, such as a pre-and post-survey with participants, a community input process, etc.*

*\*If you need more assistance, please refer to* [*this spreadsheet*](https://www.conservationfund.org/images/Food_Project_CNEF_App_Eval_FINAL.pdf) *for examples of common evaluation metrics.*

|  |  |  |
| --- | --- | --- |
| **PROJECT GOALS:**  **What change do you hope to see as a result of your project?** | **PROJECT RESULTS:**  **What results of your activities will you measure?** | **How/ when will you collect information?** |
| Example 1: Increase access to fresh, healthy food for # participants. | # of participants who participate in our fresh, healthy food distribution. Quantity of fresh, healthy food purchased and distributed. | Track attendance at distribution events and what they received.  Track quantity of food distributed via a tracking sheet and scale. |
| Example 2: Increase consumption of fresh, healthy food for \_\_\_ participants. | What each participant receives and what they can incorporate into their diets. | We will survey participants before, during and after distributions to assess how much of the fresh, healthy food they eat. |
| Example 3: Strengthened partnership between the \_\_ churches in the coalition and between our farmers/food hubs. | The communication between churches and partnering farmers/food hubs (both how often and to what extent they communicate).  Activities related to partnering churches and farmers/food hubs. | We will track relevant calls, meetings, and discussions between partners.  We will track activities of distribution, aggregation through a log.  We will meet to discuss partnership strengths and gaps at the end of our distribution period. |

**(Budget on following page)**

**Budget**

In the space below, provide an itemized project budget and explain how coalition funds will be spent. Please refer to sample budget available at <http://bit.ly/CNEF_Overview>. Be sure to include:

* Total project budget for each participating church/organization.
* **Coalition Funds**: How much money is being requested for the Faith & Food Coalition funding and how it will be spent?
* **Staff**: If grant funds will pay for staff, please state their duties and rate of pay/ duration of time on project. For example, trainer will develop and deliver curriculum at $15/hour for 15 hours/ week for 6 weeks for a total of $1,350.

*Note: Please include the corresponding church name beside each line item.*

|  |  |  |
| --- | --- | --- |
| **Church Name** | **Budget Line Item** | **Coalition Funds** |
| First UMC | Personnel |  |
| Zion AME | Contractual Services |  |
| St. Mary’s | Travel |  |
| Cornerstone Church | Supplies |  |
|  | Equipment |  |
|  | Meeting Expenses |  |
|  | Printing/Copying |  |
|  |  |  |
|  |  |  |
| **Total** |  | **$** |

**Budget Narrative**

For each Budget Line Item listed above, please describe how funds will be used and what additional funding (grants, monetary donations), will be used. \*\*If grant funds will pay for staff, please state their duties and rate of pay/ duration of time on project. For example, trainer will develop and deliver curriculum at $15/hour for 15 hours/ week for 6 weeks for a total of $1,350.

1.

2.

3.

4.

5.

6.

7.

8.

**Other Funding Sources: Please list other sources of funding for your project. For each source, please list amount and note the status as: Secured, Awaiting Decision, or To Be Submitted.**

**Additional information you would like to share regarding your budget?**

**FISCAL AGENT INFORMATION**

Please provide the contact information and proper tax forms for the church that will act as fiscal agent for this coalition. Please note that the church acting as fiscal agent for the coalition can charge up to $200 for an administrative processing fee.

**Fiscal Agent Church:** Click or tap here to enter text.

**Federal Tax ID Number, if applicable:** Click or tap here to enter text.

**Please upload your 501(c)(3) letter of determination.  For churches under a denominational group ruling, please upload your group ruling letter**.

**W-9 for your Organization: You must complete and upload the W-9 form found here:** [**IRS W-9 Form**](https://www.irs.gov/pub/irs-pdf/fw9.pdf)

For Question #1 (Name), make sure your organization name matches exactly as it reads on your IRS 501c3 determination letter.

For Question #3, if you are a non-profit, check "other" and write in "Nonprofit 501c3".

**Please upload a completed W9:** Click or tap here to enter text.

**Attestation Form:** Each participating church/organization is required to submit an attestation form, which can be found [here](https://www.conservationfund.org/our-work/resourceful-communities/grants-and-other-resources). Please upload each participant’s attestation form upon submitting your application.

**Additional Information**

**Have additional information you want to share with us? Photos, letters of support, etc.? Please upload when you submit online, or you can email it to** [**smallgrants@conservationfund.org**](mailto:smallgrants@conservationfund.org)**.**