



STATE OF MISSOURI
DEPARTMENT OF AGRICULTURE
AG BUSINESS DEVELOPMENT DIVISION

FY21 FOOD INSECURE URBAN AGRICULTURE MATCHING GRANT APPLICATION
Grant funds are provided as reimbursement only

REQUESTED BY			
NAME OF APPLICANT			
CONTACT			AMOUNT REQUESTED
MAILING ADDRESS			
CITY	STATE	ZIP CODE	COUNTY
PHONE	EMAIL ADDRESS		

SELECTION CRITERIA FOR FOOD INSECURE URBAN AGRICULTURE MATCHING GRANT PROGRAM APPLICATIONS

Grant Size: Up to \$25,000 will be reimbursed per approved project.

Applications Due: October 16, 2020

Award Date: Anticipated November 2, 2020

Project Completion: On or before May 1, 2021

Purpose: To support farmers’ markets, apiary programs, and other economic development initiatives that work to reduce food insecurity in urbanized areas. To increase food production and availability within urbanized areas through the development of production infrastructure, direct distribution venues and reconstruction of product facilities. Projects must demonstrate growth of local economic communities, increase the availability of food to local residents and enhance already established areas within a community.

Final Report: A final report is required detailing the activities and project goals completed at the time the reimbursement request is submitted. A follow-up report will be required one year after project is completed.

SCORING CRITERIA

Eligibility: Projects must reside within an urbanized area in one of the following counties: Boone, Buchanan, Cape Girardeau, Cass, Clay, Cole, Greene, Jackson, Jasper, Newton, Platte, St. Charles and St. Louis counties, and St. Louis City.

Credibility and Merit: (30 Points Possible)
Project principles must be able to demonstrate the capability and qualifications to deliver the desired results and implement the proposed actions. In cases where delivery is dependent upon volunteers or consumers, commitment and demand must be demonstrated. Measureable outcomes should be included.

Organizations must be in good standing with the Missouri Secretary of State’s office. www.sos.mo.gov

Impact Potential: (30 Points Possible)
Projects must clearly define the scope, purpose and impact on food insecurity in the local urbanized area and be able to demonstrate an immediate need and lack of existing service or resource availability.

Projects should quantify the number of persons directly impacted, including: producers and/or processors, consumers, and the size of the neighborhood or community where the project will be located.

Matching Funds: (10 Points Possible)
Projects must meet a minimum \$0.25:\$1 match. Matching funds can be cash and in-kind. A cash match must be greater than 50% of the total match for eligibility. Only receipts within the grant period will be accepted.

Timeliness: (10 Points Possible)
Projects must demonstrate a reasonable and feasible work plan and time for delivery. Projects will be graded on the immediacy of impact within the local urbanized food insecure area.

Partner Support: (20 Points Possible)
Projects must show matching partner support through letters of commitment that define the kind and type of support planned.

PROJECT TITLE: (20 Word Limit) 200 characters

EXECUTIVE SUMMARY: (200 Word Limit) 1,800 characters

I. PROJECT DESCRIPTION (As it directly impacts food insecure areas): (500 Word Limit) 4,000 characters

Empty response area for Impact Potential and Metrics for Results.

II. IMPACT POTENTIAL AND METRICS FOR RESULTS: (450 Word Limit) 3,500 characters

III. LIST DETAILED COSTS FOR THE PROJECT AND HOW THE FUNDS WILL BE ALLOCATED:

Description	Grant Request	Cash Match	In-Kind Match	Total
TOTALS:				

IV. LIST ANY OTHER ORGANIZATIONS PARTICIPATING IN OR PROVIDING MATCHING FUNDS, THEIR ROLES IN THE PROJECT AND CONTACT INFORMATION:
 (500 Word Limit) **4,000 characters**

V. Letters of Intent that include kind and type of support

Letters of support must be included with the application.

PROGRAM SPECIFICATIONS

- A selection committee will determine grant recipients.
- The selection committee will select recipients based upon information provided on this application.
- Anticipated award date November 2, 2020.

Completed FY21 Food Insecure Urban Agriculture Matching Grant applications should be forwarded to the following address:

Missouri Department of Agriculture – Food Insecure Urban Agriculture Matching Grants
Ag Business Development
Attn: Rachel Heimericks
P.O. Box 630
Jefferson City, MO 65102
FAX: (573) 751-2868
Email: Rachel.heimericks@mda.mo.gov

Applications may be obtained by calling 866-466-8283 or visiting our website at agriculture.mo.gov.
Hearing impaired Missourians may contact the Department through Relay Missouri: 1-800-735-2966 (TT/TDD).

APPLICANT SIGNATURE

By signing this document the following are understood by the applicant:

- Signing this document does not constitute an approved grant by the Missouri Department of Agriculture.
- The information provided is true and correct to the applicant's understanding.
- Grant funds are provided as reimbursement only.
- Successful applicants must complete the project or phase(s) of the project detailed in the application and submit all documentation by May 1, 2021.
- Documentation requirements include:
 - Final report detailing the activities and project goals completed;
 - All paid invoices/detailed receipts;
 - Proof of matching funds, which may include; paid invoice(s) or letter(s) detailing the provided match.
 - Matching funds must equal a \$0.25:1 match to the grant funds requested for reimbursement. Matching funds can be cash match and in-kind match, however, cash match must be greater than 50% of the total match provided.
 - E-verify – organizations who employ individuals outside of their family members should be enrolled in E-verify. This is a web-based system (www.e-verify.gov) that allows enrolled employers to confirm the eligibility of their employees to work in the United States. Must provide MDA with the MOU issued from E-verify.
 - Tax Clearance or Certificate of No Tax Due – Entities receiving grant funding must not owe back taxes. At the time of application, submit a Certificate of No Tax Due, provided by the Missouri Department of Revenue. To receive a Certificate of No Tax Due, submit a Form 943 to Missouri DOR. For more information, visit <https://dor.mo.gov/business/sales/notaxdue/>.
- The project described in the application must be completed and ready for inspection by MDA staff no later than May 1, 2021.
- Reimbursements will only be completed once all required documentation has been received and a site inspection has been completed by MDA staff. Site inspections will be completed by June 1, 2021.
- Failure to submit the required documentation by May 1, 2021 will result in the forfeiture of funds.
- Budget items may only be reimbursed by a single Missouri Department of Agriculture financial award.

Authorized Signature

Date