



FY 2023

FOOD INSECURE URBAN AGRICULTURE MATCHING GRANT

Agriculture.Mo.Gov

Key Information

- Grant Overview
- Eligible & Ineligible Expenses
- Zero Balance Statements
- Submission Guidelines
- Matching Requirements
- Required Documents
- Inspections
- Example Projects
- Important Dates

Grant Overview

- Maximum Award: \$50,000
- For reimbursement of expenses associated with food insecurity in urbanized areas
- Direct impact to reduce food insecurity in urbanized areas

Grant Overview

- Projects must reside in Urban Areas*
 - Cape Girardeau
 - Columbia
 - Jefferson City
 - Joplin
 - Kansas City
 - Lee's Summit
 - Springfield
 - St. Joseph
 - St. Louis

*There are additional cities grouped into these urban areas designated by the Missouri Census Data Center listed under Missouri Urban Clusters.

<http://mcdc.missouri.edu/applications/geocodes/?state=29>

Grant Overview

- Must support initiatives to increase food production and availability to local residents
- Demonstrate growth of local economy
- Enhance already established areas within urbanized communities

Eligible Expenses

- Project-approved supplies
 - Supplies approved by the grant review committee and listed in the award letter
- Reconstruction or new construction of facilities
 - Electrical, lumber, build-out materials, plumbing
- Expansion/enhancement of current facilities
 - CoolBot, greenhouse, irrigation, equipment
- Feasibility study

Ineligible Expenses

- Food purchases
- Vehicle & fuel expenses
- Salaries/payroll for employees
- Donations/contributions to fundraisers
- Supplies/expenses not previously approved
- Building lease costs
- Costs incurred through other MDA financial opportunities

Zero Balance Invoices

- Invoices must have a zero (\$0) balance
- Invoice with proof of payment for that invoice
- Include in supply purchase report
 - Due: **November 30, 2022**

Submission Guidelines

- Project Title
- Executive Summary
 - Include who, what, when, where, why
- Project Description
 - Overview of project plans
 - Implementation details, timeline, major expenses
 - How does the project impact a food insecure urban area?

Submission Guidelines

- Impact Potential & Metrics
 - Who and how many people will project impact?
 - How will project impact them?
 - What are estimated outcome measures?
 - Reduction % of food insecurity
 - # of people served in # of years

Submission Guidelines

- Detailed Costs & Allocated Funds
 - Use table provided in application

| Description | Grant Request | Cash Match | In-Kind Match | Total |
|---------------------|---------------|-------------|---------------|--------------|
| Irrigation system | \$ 10,000.00 | | | \$ 10,000.00 |
| Electrical supplies | | \$ 2,500.00 | | \$ 2,500.00 |
| | | | | \$ - |
| OR | | | | \$ - |
| | | | | \$ - |
| Irrigation system | \$ 8,000.00 | \$ 2,000.00 | | \$ 10,000.00 |
| | | | | \$ - |
| | | | | \$ - |
| | | | | \$ - |
| | | | | \$ - |
| | | | | \$ - |
| | | | | \$ - |
| | | | | \$ - |
| TOTALS | \$ 18,000.00 | \$ 4,500.00 | \$ - | \$ 22,500.00 |

Matching Funds Explanation

- Applicants must provide at minimum a \$0.25:\$1 match for the project
 - The matching funds can be cash and in-kind
 - Cash match must be equal to or greater than 50% of the total match
 - In-kind (salaries, donations, volunteer hours)

| Amount Requested | 25% Match Total | Cash Match | In-Kind Match |
|------------------|-----------------|------------|---------------|
| \$50,000 | \$12,500 | \$6,250 | \$6,250 |

Applicant must initially spend \$62,500.

Submission Guidelines

- Letters of support must be attached to application
 - Must include type of support
- Two authorized signatures
 - One of which must be the point of contact for the entirety of the grant period

Required Documents

- Obtain a Missouri Business License
 - Be in “good standing” with Secretary of State
- Complete Form 943 to obtain *Certificate of No Tax Due* from Department of Revenue
 - Valid for 90 days
- Provide copy of MOU issued from E-Verify
- Register as a vendor in MissouriBuys
 - Required for reimbursement by the State of Missouri

Inspections

- Will be completed prior to reimbursement
- Must have supplies and/or equipment available for viewing
- Projects should be complete or near completion

Example Projects

- Agriculture Education Center
 - fence, soil, greenhouse, rain barrel, deck, compost bins, bags for Produce Packs, wheelbarrows, garden tools, raised beds, solar panels, mulch
- Urban Apiary
 - fence, security cameras, beekeeping supplies, seeds, plants, soil, irrigation equipment, signage, laptop for education
- Farm Feasibility Planning Project
 - planning study

Example Projects

- Healthy Meal Kit Prep Kitchen
 - cold storage refrigerators, building of shelving, washing station, kitchen tools and equipment, marketing material, recipe cards, mobile mini demo station
- Processing Kitchen
 - sinks, stove, water heater, dish washer, walk-in cooler, electric panel, plumbing and gas service lines

Important Dates

| Description | Date |
|------------------------|----------------------------|
| Application Deadline | August 31, 2022 |
| Anticipated Award Date | September 2022 |
| Supply Purchases Due* | November 30, 2022 |
| Final Report Due | on or before April 1, 2023 |
| Inspection Date | completed by May 1, 2023 |

There are separate reimbursement forms for supplies and the final report.

*Supply purchases include materials, equipment, etc.

Submission Info

Submit Applications to:

Missouri Dept. of Agriculture
Food Insecure Urban Agriculture Grant

Attn: Whitney Williams

PO Box 630

Jefferson City, MO 65102

Email: Grants@mda.mo.gov

Additional Questions:

Whitney Williams
Marketing Specialist
Office: 573-751-7794

Whitney.Williams@mda.mo.gov



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