PROPOSAL FOR 2019 GRANT FUNDS

NEW INSTRUCTIONS FOR 2019

Before you mail your 2019 Grant Proposal, you must submit an electronic **Grant Proposal Cover Sheet** at [www.farmaid.org/our-work/proposal-cover-sheet-2019](http://www.farmaid.org/our-work/proposal-cover-sheet-2019). Your proposal will **not** be considered complete without it this cover sheet.

Proposals are accepted by mail only & must be postmarked by August 1, 2019 to:

Farm Aid

Attn: Grant Program

501 Cambridge Street, Third Floor,

Cambridge, MA 02141

|  |  |
| --- | --- |
| GRANT PROPOSAL INFORMATION | |
| Organization: |  |
| Contact person: |  |
| Email address: |  |
| Funding Request: |  |

*Note: Farm Aid grants generally range from $5,000 to $10,000, with $5,000 being the most commonly granted amount. Applicants are encouraged to base their request on this funding range.*

PROPOSAL SUMMARY

**Please summarize your proposed work.** *Suggested length: 200 words or less.*

**Please detail your proposal by responding to the following questions.** We encourage the use of metrics and anecdotes when possible to help us understand the breadth and depth of your work. Please review Farm Aid’s updated granting priorities listed on our website as you draft your proposal (<https://www.farmaid.org/our-work/grant-guidelines/>). *Suggested length: 2,000 words or less.*

BODY OF THE PROPOSAL

1. **What problems or needs does the project/work address?** Explain what challenges this work will address for farmers on a local, regional and/or national level, and why it is important to address these challenges right now. We encourage you to clearly demonstrate how your work impacts family farmers.
2. **Who are the target audiences for this work?** Describe who and how many this work is intended to impact, and why it is important to impact these audiences.

**Is this work deliberately designed to impact** (check all that apply):

**Gender**

|  |  |
| --- | --- |
|  | Women |
|  | Men |

**Farmer Race / Ethnicity**

|  |  |
| --- | --- |
|  | Asian |
|  | Hispanic or Latino |
|  | Black or African American |
|  | American Indian or Alaska Native |
|  | White |
|  | Native Hawaiian or other Pacific Islander |
|  | Other (please specify) |

**Farmer Experience**

|  |  |
| --- | --- |
|  | Youth |
|  | Beginning, years 0-3 |
|  | Beginning, years 4-6 |
|  | Beginning, years 7-10 |
|  | Established, years 10+ |

**Farm Characteristics**

|  |  |
| --- | --- |
|  | Mid-scale/“ag-in-the-middle” |
|  | Organic/Sustainable |
|  | Commodity Farmers |
|  | Urban |
|  | Contract-based |

**Other Farmer Characteristics:**

|  |  |
| --- | --- |
|  | Immigrant or refugee |
|  | Farmworkers |
|  | Limited-resource farmers |
|  | Veterans |
|  | Other (please specify): |

1. **What work will you do with funding from Farm Aid?** Describe goals, objectives, major strategies, activities and their timeline. If you are applying for general operating support, please highlight your organization’s work that most closely aligns with Farm Aid’s priorities.
2. **In what ways will you collaborate with other organizations to execute this work?** Describe major collaborators and/or partners, and how your work will be enhanced as a result. Please also note how the project relates to similar efforts by other organizations.
3. **In what ways will you include family farmers or other constituencies in developing and implementing this work?** Describe the opportunities family farmers or other constituents will have to provide leadership, input, decision-making or otherwise help you determine and implement your course of action.
4. **In what ways is your organization working to address issues of racial equity and social/economic justice?**
5. **At the end of the grant period, how will you know if you have been successful in doing this work?** Describe how you will measure and determine the degree of your success.

BACKGROUND INFORMATION

**Please summarize your organization in this space – its history and major accomplishments, current programs and activities, etc.**

*Suggested length: 400 words or less.*

ADDITIONAL BACKGROUND INFORMATION

|  |  |
| --- | --- |
| **Requested amount of funding from Farm Aid:** | **$** |
| **Total budget for proposed project or program this year** *(if applicable)***:** | **$** |

|  |  |
| --- | --- |
| **Total budget for your entire organization this year:** | **$** |

|  |  |
| --- | --- |
| **Total number of employees:** |  |

|  |  |
| --- | --- |
| *Percentage of employees who are current or former farmers:* |  |
| *Percentage of employees who are non-white:* |  |
| **Total number of Board Members:** |  |
| *Percentage of Board Members who are current or former farmers:* |  |
| *Percentage of Board Members who are non-white:* |  |

|  |  |
| --- | --- |
| **Estimated number of farmers your organization served last year**  *(Through meetings, trainings, communications, etc.)***:** |  |
| **Total number of members** *(if you are a membership-based organization)***:** |  |
| *Percentage of members who are current or former farmers (if applicable)***:** |  |

REQUIRED MATERIALS

1. A **Grant Proposal Cover Sheet**, which must be submitted electronically at [**www.farmaid.org/our-work/proposal-cover-sheet-2019**](http://www.farmaid.org/our-work/proposal-cover-sheet-2019).
2. A **project budget** (if proposal is project/program-based) that details how the requested Farm Aid funding would be spent.
3. **Organization’s** **current operating budget**, detailing other secured and pending sources of funding (e.g. government, foundation, membership) for food-and farm-focused work.
4. A copy of your organization’s (or fiscal sponsor’s, if applicable) historic **IRS 501(c)(3) tax-exempt ruling letter**. (The letter’s ongoing validity will be confirmed by Farm Aid with the IRS’ current roster, which can be searched by taxpayer identification number at <https://www.irs.gov/charities-non-profits/exempt-organizations-select-check>.)
5. A copy of your organization’s most recent **audited financial statement**, ***if available*.**
6. **Supporting materials:** newsletters, annual reports, letters of support, etc. ***Optional.***