



## **Franklin County Urban Agriculture Critical Infrastructure Grant Application 2023-2024**

The following list of questions from the online application is provided for your convenience. We strongly recommend reviewing the questions and list of documents needed prior to attempting to complete the application. The application opens **December 15<sup>th</sup>, 2024**. The application closes on **February 1<sup>st</sup>, 2024**.

The online application will be available here: <https://www.franklinswcd.org/urban-ag-grant>

Please call FSWCD at 614-486-9613 if you have any questions or concerns.

### **Required Documents/Materials**

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- **Employer Identification Number (EIN)**
- **Applicant organization or fiscal sponsor status**
  - Proof of current non-profit status (most recent 990 Form or W-9 Form)

or

  - State of Ohio business license:
    - <https://businesssearch.ohiosos.gov/>
- **Project Parcel ID**
  - Search for the address and then select the parcel where the project is located.
  - If there are multiple parcels, please separate PIDs by commas.
  - <https://gis.franklincountyohio.gov/parcelviewer/>
- If the project property is not owned by the applicant organization;
  - **Submit an acknowledgement letter signed by the property owner**
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- **Award Budget Planning Sheet**
  - See <https://www.franklinswcd.org/docs/documents/4243/Budget%20Spreadsheet.xlsx> for template.
- Supporting budget/business documents (optional)
  - Business plan, tax return, etc.

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## Application Questions

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- Applicant Organization Name:
  - Your Name:
  - Your Position/Title with the Applicant Organization:
  - Your Phone Number:
  - Your Email:
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- *I acknowledge that the applicant must be a qualifying organization and may only submit one application per organization.*
  - *I understand that the farmed acreage must be less than or equal to 5 acres to apply.*
  - *I understand that grant funding may not be used to plant, grow, harvest, or distribute illicit substances or invasive species.*
  - *I understand that the majority of the grant award must be spent on operations for specialty crops for human consumption.*
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- What type of organization is the applicant?
  - Non-profit (501c3)
    - Please provide your organization's **Employer Identification Number (EIN)** below:
    - Please upload **proof of current non-profit status**:
  - For Profit Business
    - Please provide your organization's **Employer Identification Number (EIN)** below:
    - Please upload a copy of your current **State of Ohio business license**:
  - Other Organization with Qualifying Fiscal Sponsor
    - Is your fiscal sponsor a business or non-profit?
    - Please provide your organization's **Employer Identification Number (EIN)** below:
    - Please upload proof of your fiscal sponsor's current non-profit status:

or

- Please upload a copy of your fiscal sponsor's current **State of Ohio business license**:
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- What is the project address?
  - What is the **parcel ID** for the project location?
  - Does your organization own the property where the project will be installed?
    - If no;
      - Please provide the property owner's name:
      - Please provide the property owner's contact information:
      - Please **submit an acknowledgement letter signed by the property owner**:

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- What is the total acreage of land in production that is being operated by your organization?
  - What is the total acreage of land in production at the property or properties for which you are requesting funding?
  - How much grant funding are you requesting?
  - How would the grant funding be used?
  - **Award Budget Planning Sheet** upload  
(<https://www.franklinswcd.org/docs/documents/4243/Budget%20Spreadsheet.xlsx>)
    - Note: if you do not have a scale to weigh harvests, please include the cost of one in your grant request, as all awardees are required to track yields.

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- How long has the growing operation been active?
  - How much food do you currently produce annually in pounds and/or dollars?
  - How is currently grown produce processed and distributed (sold or donated)?
  - What aspects would award funding help you scale-up?
    - Growing/Producing
    - Processing
    - Distribution
    - Other
  - How would this funding be used to scale-up your chosen aspects?

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- Does your operation make your produce available to any underserved areas, programs, or communities?
    - If you selected yes, please describe how your growing operation serves the selected underserved areas, programs, or communities:
    - Which underserved areas, programs, or communities does your operation make produce available to?
      - WIC Users
      - SNAP/EBT Users
      - Senior Farmers Market Nutrition Program

- Food Pantries
  - Free or discounted distribution to individuals
  - Designated high priority communities/neighborhoods (CelebrateOne, Opportunity Zones)
  - Other
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- What crops are you growing currently?
    - Fruits and nuts
    - Root crops
    - Herbs
    - Mixed Vegetables
    - Other
  - What crops would you grow if you were awarded funding?
    - Fruits and nuts
    - Root crops
    - Herbs
    - Mixed Vegetables
    - Other
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- What is your organization's annual budget and how was it used last year?
    - Please upload supporting documents if desired (business plan, tax return, etc.)
  - If awarded, do you prefer direct invoicing or reimbursement?
    - With direct invoicing, the award funding would be administered by FSWCD and qualifying purchases would be authorized and paid directly to the vendor by FSWCD in consultation with the organization.
    - With reimbursement, the organization will spend its own funding on qualifying purchases, to be reimbursed by the grant award following project completion with sufficient documentation.
  - How will the proposed project be sustained beyond the grant award?
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- If you are making food available for sale, what measures do you take to ensure food safety?