

FY25 Food Insecurity Reduction Grants

City of Takoma Park

General Organization Information

Primary Organization Name*

Character Limit: 100

Doing Business As (DBA)

If the name under which your organization operates is different from its legal, registered name, indicate that here.

Character Limit: 100

Mission Statement*

Provide the mission statement for your organization. If you do not have a mission statement, use this space to describe the purpose of the organization, and the population(s) it serves.

Character Limit: 750

Project Information

What is the specific problem you hope to address?*

Character Limit: 750

What will success of your project look like?*

Character Limit: 750

Project Name*

Character Limit: 100

Describe your proposed food insecurity reduction project.*

- *If you are proposing a food distribution program, include frequency and method of distribution, location(s), and type of distribution unit (meal, grocery bag, etc.), and how you will ensure that food is nutritious, culturally appropriate, and fresh or shelf-stable.*
- *If you are proposing another type of food insecurity reduction program, such as food production, capacity building, classes, or innovative partnerships, include details such as number and frequency of events (classes, outreach activities, other), and their location, and target audience.*

Character Limit: 5000

What sets your proposed project apart from other food insecurity reduction projects?*

Character Limit: 2000

Identify any partner organizations with whom you will work to deliver the proposed project.

Character Limit: 250

Project Start Date*

All grant programs must begin no earlier than October 1, 2024 and end no later than December 31, 2025.

Character Limit: 10

Project End Date*

All grant programs must begin no earlier than October 1, 2024 and end no later than December 31, 2025.

Character Limit: 10

Grant Amount Requested*

Grant awards will range from \$10,000-\$30,000 for the 15-month period beginning October 1, 2024 and ending December 31, 2025. All funded projects must be completed by December 31, 2025. There is no match required by the grantee.

Character Limit: 20

Total Project Budget*

The total project budget should be greater than or equal to the grant amount requested. You will be asked to upload your project budget at the end of this application.

Character Limit: 20

Beneficiaries and Outcomes

How many individuals do you anticipate serving, and how?*

Describe anticipated participation in distribution programs, event attendance, or class size, or other appropriate ways to determine participation in your proposed activity.

Character Limit: 1000

What metrics will you use to determine the effectiveness of your food insecurity reduction project?*

Character Limit: 1000

Describe how you will market your services to food insecure residents of Takoma Park.*

Character Limit: 2000

Racial Equity*

In 2017, the City Council of the City of Takoma Park passed a resolution committing itself to systematically and deliberately applying a racial equity lens in all decision-making. How will your organization incorporate racial equity into the proposed project?

Character Limit: 2000

Demographics*

Because this program is funded through ARPA, tracking specific demographics of beneficiaries is required of grantees. How will you verify and document the following for clients served by your program: residency, race and ethnicity, income level?

Character Limit: 2000

Organizational Capacity and Eligibility

Describe your organization's past experience in food insecurity reduction*

At the end of the application you'll be asked to upload examples of social media, newsletter, news, or other coverage of those activities, if available.

Character Limit: 2000

How will this funding help grow your organization's capacity?*

Character Limit: 1000

Does your organization currently work in the City of Takoma Park?*

Choices

Yes, we currently have programs that specifically benefit Takoma Park residents.

Not currently, though in the past we provided programs that benefitted Takoma Park residents.

Not currently, this proposed project will be our first in Takoma Park.

No, our programs do not specifically benefit residents of the City of Takoma Park.

Previous Awards*

Has your organization previously been awarded a grant from the City of Takoma Park? If so, please list award(s)

Character Limit: 250

Board/Staff/Volunteers*

Use the space below to discuss how your organization's leadership (board and staff) reflects the populations served by your organization. When answering, be specific about which communities your organization serves (e.g., the disability community, LGBTQ+ community, Black, Indigenous, People of Color, and/or immigrant communities).

Character Limit: 2000

Organization Eligibility - Status*

Funding is available to 501(c)(3) nonprofit organizations and 501(c)(6) business associations. Select the answer that best describes your organization's current status.

Choices

501 (c)(6) non-profit Business Association
501 (c)(3) non-profit Charity
Other

Fiscal Sponsor

If your organization is not yet a 501(c)(3) or 501(c)(6), are you working with a fiscal sponsor while awaiting approval of your 501(c)(3) or 501 (c)(6) status?

Choices

Yes
No

Fiscal Sponsor Information

If you answered yes to the previous question, please provide the contact information for your organization's fiscal sponsor. Include organization name, address, phone, website (if applicable), and the best contact for the project at the fiscal sponsor. You must also include the fiscal sponsor's EIN number.

Character Limit: 1000

File Uploads

Board Roster*

Please provide a board of directors roster, including board members' contact information and the professional affiliation of any member(s) appointed to the board by another organization. If you are working with a fiscal sponsor, upload the rosters for both your organization and your fiscal sponsor in one document. Be sure to list the boards separately by the organization.

File Size Limit: 2 MB

Charitable Status Documentation*

Copy of your (or your fiscal agent's, if applicable) current IRS tax-exempt determination letter. If your tax-exempt status is pending, provide details of your application status.

File Size Limit: 5 MB

Documentation of prior food insecurity reduction activity

Please combine any examples of social media, newsletter, or other media coverage of your organizations prior experience in food insecurity reduction, into one pdf and share it here.

File Size Limit: 5 MB

Project Budget*

Please share a balanced budget for your proposed project. Indicate status of sources of income such as requested, confirmed, etc. In-kind volunteer hours should be calculated at \$34.12/hour

File Size Limit: 3 MB

Previous or Current Fiscal Year Financials

Upload the following items in one document: Budget v. Actual, including revenue and expense; Statement of Financial Position (Balance Sheet); Statement of Activities (Income Statement, a.k.a. Profit and Loss).

File Size Limit: 5 MB

Anything Else to share?

Please share any additional information or documentation you'd like the reviewers to consider as part of your proposal. Combine these into one pdf and upload here.

File Size Limit: 5 MB