Food Security Mini Grant

One in eight Iowans is food insecure.

Master Gardeners can apply for mini grants to fund food security projects including:

- Planting donation gardens
- Connecting growers to food pantries
- Providing gardening education and supplies to low income families

Food Security Mini Grants up to $1,000 are available. To apply, active Master Gardeners must watch three two-hour webinars offered at ISU Extension & Outreach county offices in January and February 2016. Applications are due on March 1, 2016. Application questions can be directed to mgardener@iastate.edu.

Application form can be found at:

www.mastergardener.iastate.edu
Mini grants are available to active Master Gardeners to fund local projects aimed at increasing access to healthy foods for families experiencing poverty in Iowa.

**Due Date:** Applications are due by March 1, 2016 via the online form

**Application Form:** [http://goo.gl/forms/q138ALKkA1](http://goo.gl/forms/q138ALKkA1)

**Timeline:** The timeline for this grant is March 21 through September 21, 2016.

**Amount:** Mini grants up to $1,000 are available.

**Activities**

The purpose of this funding is to enable Master Gardeners in Iowa to engage in projects which increase the availability of healthy foods to families with low-income. Proposals should focus on one of three strategies with recommended activities described here:

- **Grow:** Start, convert or maintain a donation garden which provides produce to a food pantry, food bank or free meal service. Evaluate the project by tracking pounds of food donated.

- **Connect:** Serve as a conduit to connect growers and service agencies (food banks, pantries and meal programs). This can take the form of events to formulate mutually beneficial strategies or activities that physically connect growers and service agencies through facilitated food rescue efforts. Evaluate the project by documenting the results of the meeting and tracking food rescued/donated.

- **Teach:** Provide food cultivation education to families experiencing poverty. The focus of these activities should be culturally and situationally appropriate. Possible foci include small-space and container gardening. Evaluate the project by documenting the number of eligible individuals participating in education.

**Program Beneficiaries**

All funded projects must demonstrate that the end beneficiaries of the work will be families with low-income. This is a requirement of the federal funding which supports these mini grants. The project description provided in the application must communicate how the work will benefit families with low-income.

For this project, families with low-income will be defined as families who make use of emergency food services such as food banks, food pantries or free meal programs.

**Eligible Applicants**

Eligible applicants are active Iowa Master Gardeners who participate in the food insecurity-themed webinars provided in January and February 2016. The webinar series includes three two-hour webinars that will be shown in Iowa State University Extension & Outreach county offices.
Projects carried out by coalitions are encouraged, but at least one member of the coalition must be an active Iowa Master Gardener. Applicants must have the support of their local County Extension & Outreach staff because the office will be the fiscal agent for the grant. Master Gardeners from one county may submit more than one application to fund multiple projects.

**Fiscal Processes**
These mini grants will provide reimbursement for approved activities. Local county Extension & Outreach offices will need to provide up-front funding and submit an invoice and itemized receipts to Campus for reimbursement upon completion of the project. It is critical that local county Extension & Outreach offices are aware of proposals and agree to support them before the application is submitted. To show support for the mini grant application, the supporting Extension & Outreach staff needs to send an e-mail to mgardener@iastate.edu noting their support and knowledge of the mini grant project. The application and e-mail are due by March 1, 2016.

**Expenses**
Here are a few examples of the types of expenses that are allowable and unallowable. This is not an inclusive list. If you have a question about whether an expense is allowable, email Christine Hradek at hradek@iastate.edu.

<table>
<thead>
<tr>
<th>Allowable Expenses</th>
<th>Unallowable Expenses</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Seeds, plants, fruit trees, &amp; seedlings</td>
<td>• Rental or purchase of land</td>
</tr>
<tr>
<td>• Small gardening tools and supplies (no item to exceed $100)</td>
<td>• Staff salary or benefits</td>
</tr>
<tr>
<td>• Rental of large tool (i.e. tiller) Potting soil, compost, &amp; fertilizer</td>
<td>• Financial incentives to partners or participants</td>
</tr>
<tr>
<td>• Mileage reimbursement</td>
<td>• Lobbying</td>
</tr>
<tr>
<td>• Training for project partners</td>
<td>• Child care or transportation services</td>
</tr>
<tr>
<td>• Educational materials (printing, production)</td>
<td>• Promotion of messages inconsistent with the <em>Dietary Guidelines for Americans</em></td>
</tr>
<tr>
<td>• Food, space and materials for an education event for the target audience</td>
<td>• Expenses not clearly described in approved application.</td>
</tr>
<tr>
<td>(families with low-income)</td>
<td></td>
</tr>
<tr>
<td>• Promotional materials</td>
<td></td>
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</tbody>
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**Reporting**
Each funded project will be asked to report on their success at the end of the project. Reports will be submitted electronically and will be due by September 21, 2016.
Grant Application
The mini grant application includes the following required fields. Please direct mini grant questions to mgardener@iastate.edu

- **Contact Information**
  - County Name
  - Primary Contact Person: First and last name
  - Primary Contact Person: E-mail address
  - I agree to submit a project report by September 21, 2016 (agree/disagree)
  - Name of Iowa State University Extension & Outreach county staff member that approves this proposal. Note: To show support for the mini grant application, the supporting Extension & Outreach staff needs to send an e-mail to deblieck@iastate.edu noting their support and knowledge of the mini grant project.
  - Can this Extension & Outreach staff certify that the primary contact person participated in the Master Gardener Food Security in Iowa webinar series

- **Mini Grant Description**
  - Which strategy best describes your project? Choose one: Grow, Connect, or Teach.
  - What are the goals of this project? (Maximum of five goals; Maximum of 750 characters)
  - Describe the activities of this project (Maximum of 750 characters)
  - Please list your project partners. (Maximum of 200 characters)
  - Which evaluation strategies will you use to measure the impact of this project? (i.e. pounds of produce donated, number of contacts that participated in event, number of partnerships created, square feet of garden space for food banks)
  - How much money are you requesting for the project? (Mini grants up to $1,000 are available)
  - Please provide a budget narrative. (Make sure all costs are allowable.)
  - List additional sources of funding for the project