



Mayor's Office Local Food Mini-Grant Program Guidelines

Overview

The Office of Mayor Ethan Berkowitz is pleased to offer the Local Food Mini-Grant Program in conjunction with [Cities of Service](#) and the [Alaska Food Policy Council](#). The goal of the mini-grant program is to empower Anchorage residents to increase their community's access to fresh, locally-grown produce. Anchorage residents and community groups can apply for mini-grants of up to \$1000 for projects that will improve food security and community resilience. Priority will be given to initiatives that serve low-income neighborhoods. Projects could include improvements to school or community gardens, fruit tree plantings, classroom indoor growing systems, and much more.

Applications are due **January 31st, 2018**. If you have questions or need help with your application, come to one of the following grant application workshops:

- Mountain View Library: Tuesday, January 9th @ 5:30pm
- Fairview Rec Center: Wednesday, January 10th @ 5:30pm
- Loussac Library: Saturday, January 13th @ 11am

If you cannot attend a workshop and need project guidance, please feel free to contact Catherine Kemp, Resilience AmeriCorps VISTA (KempCJ@muni.org or 907-312-9127).

Grant Eligibility Requirements

- Individuals, civic organizations, tribal organizations, libraries, schools, and nonprofit organizations are eligible to apply.
- Projects must involve community volunteers and benefit the public. Produce grown as a result of the project MAY NOT be sold.
- Applicants must clearly identify the property on which the proposed project will take place.
 - o If you would like to work on MOA property, give us a call at 907-312-9127 and tell us your project idea. We'll help you figure out what the MOA will permit or what challenges may arise. If you are working on school property, you must obtain permission from the school principal.
- Grant funds MAY be used for building supplies, garden tools, soil, seeds and plants, educational signage, etc. Grant funds MAY NOT be used for real estate, travel costs, labor/service costs, salaries, re-granting, prizes, or fundraising activities. Final approval of your budget is subject to MOA approval.

Grant Application Requirements

- Completed grant application (submitted online through Google Forms)
 - o Link: <http://bit.ly/LocalFoodGrant>
- An email sent to KempCJ@muni.org containing:
 - o Budget Spreadsheet
 - o Completed Action Plan
 - o Maintenance/Sustainability Plan
 - o Relevant photos
- Optional email attachment:
 - o Letters of support from community organizations, neighbors, schools, etc.

Selection Process

Applications will be reviewed by MOA staff and AFPC board members, and prioritized based on the following criteria:

- Benefit to low-income neighborhoods in Anchorage
- Impact on community resilience and food security
- Demonstrated community interest and volunteer involvement
- Quality of metrics and expected outcomes

Grant Reporting Requirements

- All grant recipients must submit a grant report and photos of the completed project to the Alaska Food Policy Council (akfoodpolicycouncil@gmail.com) and the Mayor's Office (mayor@muni.org) by October 30, 2018.
 - o Each selected applicant will receive a link to the report form upon receiving their grant funds.
- Attribution of support must be given to the Municipality of Anchorage and Cities of Service in brochures, news releases, programs, publications, and other printed materials. When no printed material is used, verbal acknowledgement shall be given at community events.
 - o Organizational logos can be provided upon request.