2023 Delaware First State Food System Program Application

Delaware Community Foundation

Applicant Information

Entity Name*
Character Limit: 250

Entity Type*
Choices
Food Producer
Food Supply Chain Operator
Other

Entity Description*
Please click one.

Choices
For Profit
Non Profit
Public Charity

Brief Description*
Based on your above answer, please describe your entity. If you are a Non Profit, please include your Mission Statement.

Character Limit: 500

Years of Operation*
If this is a new/startup company or organization, provide a description of your industry experience.

Character Limit: 500

First State Food System Application

Is your sam.gov registration completed*
This is now a requirement for all applicants. You must complete this registration to get your UEI number to report below.
If the answer is no, click this link to get your UEI number before going further:
https://sam.directory/register

Choices
Yes
No

If yes, what is your UEI # ?
Character Limit: 100

Project Name*
Character Limit: 100

Project Information

Point of Contact for this project*
Character Limit: 250

Point of Contact's title and role in this project*
Character Limit: 250

Point of Contact's email*
Character Limit: 254

Point of Contact's cell phone number*
Character Limit: 250

Total Funds Requested*
Character Limit: 20

Project Start Date*
Character Limit: 10

Project End Date*
Character Limit: 10

Project Purpose*
Character Limit: 2000

Specify the problem or challenge that this project addresses*
Character Limit: 2500

Specify the opportunity that this project achieves*
Character Limit: 2500

Collaboration*
Discuss project collaboration or coordination with other entities, (e.g. aggregating from other farmers, pooling transportation costs, marketing products under same brand, etc.)

Character Limit: 4000

Intended population served*

Be as specific as possible about age, race/ethnic, socio-economic and geographic definitions

Character Limit: 1000

Intended community (geographic location) served*

Character Limit: 500

Letters of Support

If you have letters of support from Partners, Stakesholders or Contriibutors, please upload them here.

File Size Limit: 2 MB

Local Food System Impact

Describe how the project will positively impact the local food system.

Describe specific outcomes or deliverables*

Character Limit: 5000

Tasks/Activities*

Describe the general tasks/activities to be completed during the project period to fulfill this goal.

Character Limit: 5000

Data Collection*

Describe what information or data will be collected related to the project (example: types of product sold, number of meals served, number of neighborhood delivery stops, etc.)

Character Limit: 5000

Long-Term*

Describe how you will continue this project once the grant has ended.

Character Limit: 5000

Goals and Objectives

Project Goals and Objectives*

Project goals should be linked directly to stated community needs. List up to three goals that are likely to be achieved by the proposed project.

Character Limit: 5000

Indicators of Success*

Objective should be stated in terms of an indicator of success and target population, a time frame, and either a statement of proportion of the target population expected to show change or the amount of change expected on the indicator. You must provide a description of how the indicator will be measured.

Character Limit: 7500

Budget Narrative/Uploads

Other Funding Sources*

Identify any other funding sources for the project (provide source name and type).

Character Limit: 2500

Detailed Budget/Narrative*

Budget Narrative Excel Template
Please click on the link above to download the detailed budget narrative Excel template. You MUST use this template to qualify for the grant. Please note: this spreadsheet has two tabs which must be filled out, saved, and uploaded here. The narrative must include details as indicated in the RFA.

File Size Limit: 3 MB

Quote / Estimate or Proof of Purchase*

Please attach the quote / estimate OR proof of purchase (receipt(s)) for this work.

File Size Limit: 2 MB

Audited Financial Statements

If you answered yes above, please provide the most recent year's audited financial statements for your entity.

File Size Limit: 7 MB

Financial Statement Upload*

Please provide statements for the previous 2 years.

File Size Limit: 4 MB

Profit/Loss Statement Upload*

Please provide the most recent profit/loss statement for your entity.

File Size Limit: 2 MB

IRS Determination Letter

Please provide the IRS determination letter for your entity.

File Size Limit: 2 MB

Signature

Signature/Title of person completing this application*

I affirm that the information contained in this application is true and accurate. I affirm that if approved, I will submit a valid proof of purchase using the specified link, no later than the due date of the first Quarterly Report as specified in the Project Agreement.

Character Limit: 250

Submission Date*

Character Limit: 10

Unique ID Assigned

DO NOT FILL OUT - This will be created by Foundant after Application is Submitted.

Character Limit: 25