

Colorado Farm to Early Care and Education Coalition

Mini-Grant Application

Background

This mini-grant opportunity is funded through the Association of State Public Health Nutritionists 2021-22 Farm to Early Care and Education (ECE) Implementation Grant (FIG) in partnership with the Colorado Department of Public Health and Environment and Nourish Colorado.¹ The goal of the FIG is to enhance and advance state-level Farm to ECE initiatives in order to increase the quality of ECE settings and access to healthy environments for all young children. The FIG will provide technical guidance and funding for state teams to strengthen and build diverse, multi-organizational, state farm to ECE coalitions; network with other states and experts working on farm to ECE; sustain local food systems in the state; help farm to ECE stakeholders respond to COVID-19 challenges and rebuilding with long-term sustainability; and ultimately to implement policy, systems, practices and environmental changes to support state-level farm to ECE.

Mini-grant Overview

Grants of a maximum of \$18,000 each will be provided to 2-3 entities or communities for the time period of five (5) months. The experiences and knowledge gained through these mini-grant projects will inform and guide the Colorado Farm to Early Care and Education (ECE) Coalition and the development of replicable models for food system distribution across the state. These grants will help ensure the state's strategies for Farm to ECE reflect the actual experiences and needs of individuals working in the ECE settings and with local food systems. The current members of the coalition represent ECE program directors, early childhood councils, agriculture producers and distributors, local and state governmental and non-governmental organizations, universities, and others.

Mini-grant Project Goals

1. Increase local food purchasing by ECE centers and homes, preschools, Head Start and family, friend and neighbor providers.
2. Promote healthy community food systems through increased access to nutrient dense foods for children and their families.
3. Stimulate local economies through increased purchasing from local farmers, producers, and distributors by ECE programs.
4. Creation of a replicable food distribution model that could be utilized by other organizations or ECE Centers/Homes to increase procurement of local foods.

¹ *The Colorado Farm to ECE Coalition appreciates the technical assistance, training, and financial support provided to us by the Association of State Public Health Nutritionists (ASPHN). The ASPHN 2021-22 Farm to ECE Implementation Grant (FIG) is supported by the Centers for Disease Control and Prevention (CDC) of the U.S. Department of Health and Human Services (HHS) as part of cooperative agreement number NU38OT000279-03. This specific project, along with many other projects, is funded through this cooperative agreement that totals \$3,960,000. One hundred percent of this project is funded by the Division of Nutrition, Physical Activity and Obesity/National Center for Chronic Disease Prevention and Health Promotion/CDC/HHS. The contents of these mini grants are those of the author(s) and do not necessarily represent the official views of, nor an endorsement by, DNPAO/NCCDPHP/CDC/HHS, or the U.S.*

Applicant Eligibility

Eligible applicants include anyone who can buy food for young children, supply food for young children, provide food and nutrition education, facilitate other connections between young children and local agriculture, and/or develop other systems that support the growth of Farm to ECE. Applicants could include but are not limited to:

- Local Public Health Agencies (already supporting or wanting to begin supporting Farm to ECE efforts to build community nutrition security)
- One or a group of food growers and/or distributors (e.g., farmers, food hub, farmers market)
- Programs serving children in early care and education, early childhood councils, or local provider associations such as family child care associations.
- Programs serving children and youth such as Boys and Girls clubs, school district(s), and after care and summer (at-risk youth) wanting to collaborate with Farm to ECE - food and nutrition education providers
- Promotoras or community health connectors
- Child and Adult Care Food Program provider(s)
- Other non-profits or community organizations working to expand access to healthy foods for young children

Applications focused on areas with consistently poor or limited access to fresh food will be prioritized, including urban neighborhoods, indigenous or Tribal communities, or rural.

Expense Eligibility

Eligible expenses include but are not limited to:

- Purchase and/or delivery of food for children
- Costs of a food/nutrition preparation equipment
- Staff time or stipends for people's time not compensated through their work
- Printing, paper, other materials
- Travel/mileage

Timeline

- Applications due to Britt Martens, Farm to Child Coordinator at CDPHE (brittany.martens@state.co.us) by midnight on **March 08, 2022.**
- Applicants notified **April 1, 2022.**
- Grant period **April 1, 2022 through October 15, 2022.**

Expectations of mini-grant recipients

1. Monthly (Optional) check-in with a coalition member.
2. Two presentations to the CO Farm to ECE Coalition:
 - a. May 2022 to introduce & discuss projects with members.
 - b. October 2022 to share project lessons learned, successes, challenges, recommendations, project outcomes, e.g., # foods purchased, # children, families, ECEs).
3. Final report with brief summary of activities and outcomes. Due by October 31, 2022.

Submission information

Applications, Budgets, and Letters of Support due by midnight March 08, 2022.
Submissions due to Britt Martens, Farm to Child Coordinator at
brittany.martens@state.co.us

Application Contents

Project Name:

Project location (county/city/region, etc):

Contact Information:

1. Primary project contact:

Name:

Email address:

Phone number:

Organization or agency:

2. Fiscal agent details for this application:

Name:

Email address:

Phone number:

Organization or agency:

Tax ID number:

3. Additional contact person, if applicable

Name:

Email address:

Phone number:

Organization or agency:

Farm to ECE Components Project to Address (check all that apply)

- ☒ **Local food purchasing- Required** (such as purchase direct from local farms or through community supported agriculture (CSA), cooperative purchasing as a group, e.g., home providers, parents, etc of programs, meals, snacks, taste tests, farmer's market, food hub, Colorado Proud at store, farmer stands). Additional project examples include, systems of distribution to ECE centers, homes and family friend and neighbor providers to increase access, vending of meals that contain local food, increasing participation on the Child and Adult Care Food Program, expanding systems to include more care providers in F2ECE, increasing awareness and access for FFN to local purchasing options.
- ☐ **Education** (such as agricultural field trips to or special visits from -farmers, chefs, etc; taste tests, sensory exploration, cooking activities, farm, food and garden books, food and garden lessons; how food grows and where it comes from math, science and literacy lessons, cook's club)
- ☐ **Gardening** (such as inside and outside containers, raised bed, in ground, hydroponics, vertical gardening, on site or shared community gardens), systems level projects that

examine the use of community gardens to increase access for family friend and neighbor providers.

Project Description

Please *briefly* respond to the following as you describe the project and how it will test, enhance, and/or make sustainable the components you selected above. Include as appropriate a description of:

1. An overview of the project (approx. one page), including:
 - a. Basic description
 - b. Who and what organizations are involved and their roles
 - c. What the desired outcome or impact is
 - d. How you will know this outcome is achieved
 - e. How the project might be replicable
 - f. What it would take to sustain the project
2. A proposed timeline for the main activities.
3. The community or population involved in the project to illustrate a need based on systematically affected communities/populations with poor access to fresh food. Include information (½ page) that describes:
 - The community or population reached such as the estimated number and type (e.g., licensed home, center, Head Start, family friend and neighbor) ECE expected to be reached.
 - If applicable to project type please also include:
 - The location(s) (e.g., county, city, neighborhood).
 - The estimated number of children in those ECE programs likely to be impacted by the project. (If applicable to project type).

Budget

On a separate page, submit a simple budget (see below) and narrative including line items for:

- Personnel expenses such as individuals' time
- Contractual expenses, such as funds to pay consultant to support a part of the project
- Operating expenses, such as equipment to assist in the distribution of local food.
- List in-kind contributions and/or other grants to help us understand the "real" costs to the project.

Letters of Support

Please submit a minimum of two letters of support for the project described. These letters may come from organizations or institutions that the project will partner with or previous project partners or organizations. Letters should be submitted as separate attachments in the email submission of the grant application.

Sample budget with examples and narrative follows:

Personnel			
Name	Work function	Paid time on project (approx # of hours for the project)	Budget

Bea Pollen	Project oversight, convenes and runs meetings, develops plan...	80 hrs @ \$25/hr	\$ 2,000.00
Assistant Distribution Specialist	Participate in planning meetings, coordination of procurement, relationship building.	6 hrs @ \$25/hr	\$ 150.00
Delivery Driver	Build Orders, Deliver Orders, Build relationships.		

Consultant costs			
Name	Work function	Paid time on project <i>(approx # of hours for the project)</i>	Budget
Total			
Operating costs (supplies, resources, equipment for project, food for project purposes, community member compensation, mileage, etc)			
Item	Purpose	# and cost per unit	Budget

Grand total requested: