



PONTIAC
COMMUNITY FOUNDATION



HEALTHY FOOD ACCESS GRANT PROGRAM OUTLINE OF APPLICATION QUESTIONS

Eligibility Guidelines

1. Is your organization a 501c3 nonprofit organization or an educational institution, such as a college or university? *(Supporting documentation is required to verify organizational status.)*

(Yes/No)

1a. If you are a 501c3 nonprofit organization, is your organization's annual operating budget under \$20 million? *(Supporting documentation is required.)*

(Yes/No)

2. Does your organization provide services in Oakland County or to Oakland County residents experiencing food insecurity?

(Yes/No)

3. I have read the grant information sheet and certify that I understand the following compliance requirements:

- All funds received under this grant must be spent within the spending period of November 2022 - May 2023. No extensions to the spending period will be granted.
- Organizations must provide food distribution related services or have viable plans to create or expand programming to increase access to food in Oakland County in order to be eligible for funding.
- Grant award recipients are required to submit quarterly reports in accordance with the grant timeline provided above.

(Yes/No)

4. I have read the grant information sheet and certify that I understand the following funding Priorities. Please check all applicable funding priority areas that are applicable to what your intended use of funding for this grant application are:

- Organizations that serve communities in food insecure areas and/or target populations that are food insecure.
- Organizations that have long-standing programming within Oakland County.
- Organizations that have seen an increased need for food-related programming as a result of the COVID-19 pandemic.
- Organizations that provide food-based programming that is equity-focused.



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- Organizations that provide comprehensive food accessibility services and can demonstrate their long-term sustainability plan and ability to consistently serve the Oakland County community within their grant application.

(Yes/No)

Grant Type and Grant Type Statement

Funds are available for two different types of awards and funding ranges. Each funding range is associated with different eligibility criteria. Please read these criteria and options carefully. Refer to the grant proposal for further details.

Choose the funding range that best fits your organization's needs and capacity within the award and spending time frame. You will provide a specific funding request and budget later in the application.

Award Type #1: Programmatic Grants

Funding Range: Up to \$25,000

Award Description: Programmatic grants of up to \$25,000 may be awarded to organizations that meet basic eligibility criteria and need funds to maintain currently offered food assistance services or expand upon existing food-based programming.

Examples of what programmatic grants may be used for include: expanding an existing program that serves a targeted population in Oakland County, personnel or staffing needs to serve the community as a result of an increased need for food-related services, or purchasing food to meet the increased demand for services throughout the county, including but not limited to, providing emergency food-based services.

Award Type #2: Operational Grants

Funding Range: Up to \$50,000

Award Description: Operational grants of up to \$50,000 may be awarded to organizations addressing food accessibility that meet basic eligibility criteria and need funds to increase the long-term sustainability of their current operations due to increased need for food assistance services.

Examples of what operational grants may be used for include: staffing costs related to increasing long-term operational sustainability, system and/or technology-based upgrades to maintain and/or increase food services operations, technology purchases that align with long-term program expansion and/or sustainability, or purchasing food to meet the increased demand for services throughout the county.



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1. Which award type do you wish to apply for?

- A. Operational Grant**
- B. Programmatic Grant**

2. Please describe, in detail, how your organization meets the criteria for the grant option (programmatic or operational) selected. Please be as specific as possible, citing examples from the grant type descriptions above. You will be required to answer specific questions based on the grant type selected in the “Program Information” section below. *(Please limit your response to 1,800 characters, or approximately 500 words, at maximum.)*

Program Information

1. What type of organization most closely describes yours? **(Multiple Choice)**

- a. Faith-Based
- b. Educational
- c. Community-Based
- d. Independent Food Pantry
- e. Emergency Food Provider
- f. Mobile Food Pantry
- g. Other-Please specify

2. How many people **and/or** households does your organization provide food-based services to monthly?

(Text Response)

3. How many days per month does your organization distribute food?

(Please specify the days and hours that your food distribution services currently operate.)

(Text Response)

4. How many pounds of food does your organization distribute per month?

(Text Response)

5. What type of food and/or food assistance does your organization provide?

(Please check all that apply.)

- a. Fresh fruits and vegetables
- b. Dairy
- c. Hot meals
- d. Canned and other shelf stable pantry goods
- e. Pre-packaged meals/Prepared meals to go
- f. Dollars/Incentives/Grocery Gift Cards directly to consumers
- g. Other-Please specify



Please limit your responses to questions #6-9 and questions #1a-#1b and #2a2b to 1,800 characters, or 500 words, at maximum.

6. OPERATIONAL & PROGRAMMATIC: Describe the services that your organization currently implements. How is your organization positioned to continue these services to sustainably serve Oakland County residents?

(Text Response)

7. OPERATIONAL & PROGRAMMATIC: What do you hope to achieve with this funding? How will you measure success and ensure you can track the required reporting metrics?

(Text Response)

8. OPERATIONAL & PROGRAMMATIC: Describe your organization's plan for sustainability as it relates to this grant, in both the long and short-term. How will your organization use this funding to sustain or create additional programming to address increased food needs in Oakland County? If your plan includes using this funding for staffing purposes, please describe how you will sustainably maintain operations after the grant period ends.

(Text Response)

9. OPERATIONAL & PROGRAMMATIC: What is your organization's outreach plan to ensure that individuals who will most benefit from this funding will be aware of the resources available to them?

(Text Response)

1a. OPERATIONAL: What food access challenge will be addressed by services/programs supported by this grant? How will Oakland County residents benefit from your organization receiving this funding?

(Text Response)

2a. OPERATIONAL: If you intend to use this funding to support the operating of your current food-related services,, please describe, in detail, your intended use for this funding. How will you use this funding to support your organization's short and long term operations? What are key focus areas that you will use this funding to support?

(Text Response)

1b. PROGRAMMATIC: If you are implementing new programs or enhancing your services, please explain which new services will be offered and how your organization plans to monitor new operations to ensure successful implementation.

(Text Response)



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2b. **PROGRAMMATIC:** If you intend to use this funding to expand a current program, please describe, in detail, your expansion plan. What program will expand, how will you expand it, and how will you strategically use this funding to support the immediate and long-term sustainability needs of the program?

(Text Response)

Demographics and Service Scope

1. Identify the primary service demographics your organization will reach within the programs/services for which you are seeking funds: **(Check all that apply.)**

- a. Children 0-5
- b. Children 6-18
- c. Adults
- d. Older Adults (65 years and older)
- e. Families
- f. Veterans
- g. Individuals with Disabilities
- h. Immigrants and/or Refugees
- i. LGBTQIA+
- j. Other: please specify

2. Identify the other demographics that your organization will reach with the programs/services for which you are seeking funds: **(Check all that apply.)**

- a. Children 0-5
- b. Children 6-18
- c. Adults
- d. Older Adults (65 years and older)
- e. Families
- f. Veterans
- g. Individuals with Disabilities
- h. Immigrants
- i. Other: please specify

3. Will these funds be used to serve people disproportionately affected by the COVID-19 pandemic?

(Yes/No)

4. Will the funding grant be used to serve those who have been disproportionately impacted by rising food costs?

(Yes/No)



5. How is your organization determining how individuals are disproportionately impacted?

(Text Response)

6. Describe your program's proposed geographical reach in Oakland County associated with the services you will provide with these grant funds.

(Text Response)

7. How many years have you provided services in Oakland County and/or to Oakland County residents? **(Multiple Choice Response)**

- a. Less than 1 year
- b. 1-2 years
- c. 3-5 years
- d. 5-10 years
- e. 10+ years

8. Please estimate the total number of individuals that you anticipate serving with these funds. **(Numeric Response)**

9. Describe the populations and communities that your organization will use this funding to serve. **(Text Response)**

Budget Questionnaire & Budget Justification

1. Please indicate the primary expenses that will be covered by this funding. Please check all that apply. **(Multiple Choice Response.)**

- a. Staff/Payroll
- b. Technology and/or equipment to continue expanding program operations
- c. Food for distribution within the community
- d. Direct financial support to individuals in order to increase food accessibility(e.g., food grocery cards, etc.)
- e. Other: Please Specify

2. Based on the grant that your organization is applying for, programmatic or operational, please provide a detailed description of how your organization will use the funding requested. A description of each item and the dollar amount should be listed in the text box below. Please be as detailed as possible.

(Text Response)



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Organizational Questions

1. Name of Organization
2. Name of Main Contact at Organization for Grant Related Inquiries
3. Website Address
4. Street Address
5. City
6. Zip
7. Email Address
8. Phone Number