

2022 California Farm to School Incubator Grant Program

Application Questions and Review Criteria – Track 2

Track 2: The California Farm to School Partnership Grant (100 points available total)

The following is a preview of Track 2 application questions intended to provide potential applicants with an idea of what to expect; questions in the online application may slightly differ. Applicants may use the questions below to draft application responses before filling out the online application, but please note that all applicants must submit their responses through the online application portal.

The review criteria outlined below is what the external technical review committee will use when reviewing Track 2 applications.

Eligibility: no points available	
Application Questions	Review Criteria
<p>(1) Track 2 Eligibility: Please respond to the questions below to determine if you are eligible to apply to this track.</p> <p>(a) Are you any of the following? Please check all that apply. If you consider yourself a farm to school support organization and do not see your organization type on this list, please reach out to cafarmtoschool@cdfa.ca.gov to see if you are eligible to apply before proceeding. NOTE: For the purposes of this application, if you are a county office of education, you may identify as either a farm to school support org (county agency) or a farm to school implementing org, but not both.</p> <ul style="list-style-type: none"> - Farm to school support org: Non-profit organization 	<p>Track 2 Eligibility: Eligible? Yes/No</p> <ul style="list-style-type: none"> • Applicant must provide any response except for “None of the above” to questions 1a and 1b, and respond “Yes” to question 1c, to be eligible to apply to Track 2. <p>Funding Sources: Complete? Yes/No</p> <ul style="list-style-type: none"> • Applicant must respond to questions 2a and 2b for the CDFA to consider the application complete.

Application Questions	Review Criteria
<ul style="list-style-type: none"> - Farm to school support org: State-established commission in CA - Farm to school support org: Local or Tribal government entity in CA - Farm to school support org: County agency or regional authority in CA - Farm to school support org: Resource conservation district in CA - Farm to school support org: Institution of higher education - Farm to school support org: UC Cooperative Extension office - Farm to school support org: Project with a non-profit fiscal sponsor (please identify your fiscal sponsor) - Farm to school support org: Food council - Farm to school support org: Philanthropic organization - Farm to school support org: Certified small business in CA (that is certified through California's Small Business Certification Program and listed in the Cal eProcure database) - Farm to school support org: Small business in CA that is in the process of getting certified through California's Small Business Certification Program - Farm to school support org: Community supported agriculture network or association in CA - Farm to school support org: Regional farmers' market association in CA - Farm to school support org: Farmer or rancher cooperative in CA - Farm to school support org: Food hub in CA 	

Application Questions	Review Criteria
<ul style="list-style-type: none"> - Farm to school support org: Food processor in CA - Farm to school support org: Food producer in CA - CA farm to school implementing org: Public school district in CA - CA farm to school implementing org: County office of education in CA - CA farm to school implementing org: Directly funded charter school in CA - None of the above <p>(b) Which types of organizations are part of your project partnership (including your organization)? Please check all that apply.</p> <ul style="list-style-type: none"> - At least one farm to school support organization and at least one farm to school implementing organization - At least two farm to school implementing organizations - None of the above <p>(c) Will your project partnership focus on regional or statewide food system impact that meaningfully supports more than one farm to school implementing organization?</p> <p>If you provided any response except for “None of the above” to questions 1a and 1b, and responded “Yes” to question 1c, then you are eligible to apply to Track 2!</p> <p>(2) Funding Sources:</p> <p>(a) Previous California Farm to School Incubator Grant Program project: Has your organization previously received a California Farm to School Incubator Grant? View the list of 2021 grant recipients. If yes – please provide the CDFA agreement number and describe how the proposed</p>	

Application Questions	Review Criteria
<p>project supplements rather than replaces efforts funded by the 2021 grant as well as how additional grant funding will ensure project sustainability after the 2021 and 2022 grant terms end.</p> <p>(b) Support from other federal or state grant programs: Activities funded under the California Farm to School Incubator Grant Program cannot replace activities funded by another federal or state grant program. Have you submitted your project proposal to another federal or state grant program or has another federal or state grant program funded your project proposal? If yes, please:</p> <ul style="list-style-type: none"> - Identify the federal or state grant program(s) and the agency administering the program(s). - List the amount of grant funds requested or awarded by the program(s). - Describe how the proposed project supplements rather than replaces efforts funded by the other federal or state grant program(s). 	

Project Title and Summary: no points available	
Application Questions	Review Criteria
<p>(3) Project Title: Please provide the title of your proposed project.</p> <p>(4) Project Summary: Please provide a brief summary (2 to 5 sentences) of your proposed project, beginning with “[District/Organization Name] will...” [Word Limit = 50]</p>	<p>Project Title and Summary: Complete? Yes/No</p> <ul style="list-style-type: none"> • Applicant must respond to questions 3 and 4 for the CDFA to consider the application complete. • Please note that the CDFA may use the applicant’s Project Title and Summary in its public announcement of grant recipients and their projects if applicants are awarded a grant.

Project Partners: 2 points available

Application Questions	Review Criteria
<p>KEY FOR QUESTIONS 5 & 6:</p> <ul style="list-style-type: none"> • Farm to school support organization: an organization that supports California farm to school programs, defined as a non-profit organization, state-established commission in California, local or Tribal government entity in California, county agency or regional authority in California, resource conservation district in California, institution of higher education, UC Cooperative extension office, project with a non-profit fiscal sponsor, food council, philanthropic organization, certified small business in California (see RFA for definition), community supported agriculture network or association in California, regional farmers' market association in California, farmer or rancher cooperative in California, food hub in California, food processor in California (see RFA for definition), or food producer in California (see RFA for definition) • Farm to school implementing organization: a public school district, county office of education, or directly funded charter school, including those located on Indian Reservations, in California. • Lead applicant: Any one of the farm to school support organizations or farm to school implementing organizations in the project partnership may serve as the lead applicant. The lead applicant is the entity that submits the application, and if awarded, is ultimately responsible for implementing the project and coordinating implementation with the supporting project partners. • Supporting project partners: Supporting project partners are the other entities in the project partnership other than the lead applicant. Supporting project 	<p>Number of Project Partners: Complete? Yes/No:</p> <ul style="list-style-type: none"> • Applicant must respond for the CDFA to consider the application complete. <p>Description of Project Partners: Complete? Yes/No</p> <ul style="list-style-type: none"> • Applicant must respond and include the required information for the CDFA to consider the application complete. <p>Collaboration History: __/2 points</p> <ul style="list-style-type: none"> • 2 points: Applicant clearly describes how project partnership has collaborated in the past and demonstrates strong partnership. • 1 point: Applicant somewhat clearly describes the above. • 0 points: Applicant unclearly describes the above. <p>Lead Applicant Information: Complete? Yes/No</p> <ul style="list-style-type: none"> • Applicant must respond for the CDFA to consider the application complete. • NOTE: The CDFA will consider county location when making award determinations to distribute grant awards geographically across California to the extent possible.

Application Questions	Review Criteria
<p>partners must provide letters of support (see question 31).</p> <p>(5) Number of Project Partners: How many project partners are part of your project partnership (including the lead applicant)? The project partnership must include either of the following combinations: (1) at least one farm to school support organization and at least one California farm to school implementing organization, as defined above; or (2) at least two California farm to school implementing organizations, as defined above.</p> <p>(6) Description of Project Partners: Please list the name of each project partner that is part of your project partnership (including the lead applicant) and for each partner, please include the following information:</p> <ul style="list-style-type: none"> - identify if they are a farm to school support organization, California farm to school implementing organization, or other type of entity. Please note that if your project partnership includes a county office of education, you may identify the county office of education as either a farm to school support organization (county agency) or a farm to school implementing organization, but not both. - identify if they are the lead applicant or a supporting project partner. - provide a one-sentence summary of their role in the project <p>Also, if your Budget includes Contractual Costs, please briefly describe the role that each contractor will play in the project (if they are not already included here as a supporting project partner).</p> <p>(7) Collaboration History: Please describe how your project partnership has collaborated on farm to school projects in</p>	

Application Questions	Review Criteria
<p>the past (or on related projects if new to farm to school). [Word Limit = 750]</p> <p>(8) Lead Applicant Information:</p> <p>(a) District/organization name</p> <p>(b) Contact information: Please enter the contact information (name, position title, email address, and phone number) for the following three contacts. NOTE: Some or all of these contacts may be the same person. Then please enter the mailing address of your district/organization.</p> <ul style="list-style-type: none"> - Person Writing the Grant Application: that's you! - Main Contact for Grant Application: the person the CDFA should contact with any questions about the application and with notification about the application status - Grant Agreement Signing Authority: the person who would sign a grant agreement if your project receives a grant award <p>(c) State representatives: Please click here to identify your district's/organization's State Assembly District(s) and Senate District(s) as well as your State Assembly and Senate Members. Then, please list your findings. Please note that if you are awarded a grant, the CDFA will use this information to notify your state representatives of your award.</p> <p>(d) County location: In what county is your district/organization located? If your district/organization has offices in multiple California counties or your district/organization is based outside of California, please check "Other" and briefly explain.</p>	
TOTAL	__/2 points

Total Dollar Amount Requested: no points available

Application Questions	Review Criteria
<p>(9) Total Dollar Amount Requested: Please note that Track 2 applicants may request between \$100,000 and \$500,000.</p>	<p>Total Dollar Amount Requested: Complete? Yes/No</p> <ul style="list-style-type: none"> • Applicant must request within the applicable award range for the CDFA to consider the application complete.

Community Need: 40 points available

Application Questions	Review Criteria
<p>(10) Funding Priority: engage students from underserved communities: Per Executive Order 13985 on Advancing Racial Equity and Support for Underserved Communities Through the Federal Government, “underserved communities” refers to populations such as Black, Latino, and Indigenous and Native American persons; Asian Americans and Pacific Islanders and other persons of color; members of religious minorities; lesbian, gay, bisexual, transgender, and queer (LGBTQ+) persons; persons with disabilities; persons who live in rural areas; and persons otherwise adversely affected by persistent poverty or inequality. Please introduce us to the school communities your project will serve. In particular, please tell us about the students you plan to engage through this project. [Word Limit = 500]</p> <p>(11) Making the Case: Please describe why this project is important. Are there any needs, gaps, or challenges your school communities have experienced that this grant will help address? If your project will target specific school sites, please focus your response on the needs, gaps, and challenges at those sites. [Word Limit = 500]</p> <p>(12) Organizational Data: Please provide the following organizational data for each California farm to school</p>	<p>Funding Priority: engage students from underserved communities: __/6 points</p> <ul style="list-style-type: none"> • 6 points: Applicant’s project will clearly engage a significant number of students from underserved communities. Per Executive Order 13985 on Advancing Racial Equity and Support for Underserved Communities Through the Federal Government, “underserved communities” refers to populations such as Black, Latino, and Indigenous and Native American persons; Asian Americans and Pacific Islanders and other persons of color; members of religious minorities; lesbian, gay, bisexual, transgender, and queer (LGBTQ+) persons; persons with disabilities; persons who live in rural areas; and persons otherwise adversely affected by persistent poverty or inequality. • 4 points: Applicant’s project will engage some students from underserved communities. • 2 points: Applicant’s project will engage few students from underserved communities • 0 points: Applicant’s project will engage no students from underserved communities. <p>Making the Case: __/8 points</p> <ul style="list-style-type: none"> • 8 points: Applicant clearly makes the case for why the project is important and describes significant needs, gaps, or challenges, clearly demonstrating that each is

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<p>implementing organization that is a part of your project partnership (including the lead applicant, if applicable). NOTE: California farm to school implementing organizations, as defined in this program, are public school districts, county offices of education, and directly funded charter schools, including those located on Indian Reservations, in California.</p> <p>(a) District/organization name</p> <p>(b) State representatives: Please click here to identify this district's/organization's State Assembly District(s) and Senate District(s) as well as its State Assembly and Senate Members. Then, please list your findings. Please note that if you are awarded a grant, the CDFA will use this information to notify this district's/organization's state representatives of your award.</p> <p>(c) County location: In what county is this district/organization located?</p> <p>(d) Locale type: Is this district/organization located in a city, suburb, town, and/or rural locale? Please use the Locale Lookup and check all that apply. To use the locale lookup, follow these steps: (1) Type in this district/organization name or address; (2) Look at the color(s) of the map – a location colored purple indicates city, yellow indicates suburb, blue indicates town, and green indicates rural. The district/organization may include multiple designations.</p> <p>(e) Current number of school sites in this district/organization</p> <p>(f) Current number of school food services sites</p> <p>(g) Current number of school sites under Community Eligibility Provision</p> <p>(h) Current percentage of school sites under Community Eligibility Provision</p>	<p>significant. Needs, gaps, or challenges may include but are not limited to: food insecurity rate, obesity rate, child poverty rate, natural disasters such as wildfires, impacts of the COVID-19 pandemic on the school community, CalEnviroScreen 4.0 percentile, Healthy Places Index, historical and/or systemic injustices, limited resources, etc.</p> <ul style="list-style-type: none"> • 4 points: Applicant somewhat clearly makes the case for why the project is important and describes community needs, gaps, or challenges, somewhat clearly demonstrating that each is significant. • 0 points: Applicant unclearly makes the case and/or unclearly describes community needs, gaps, or challenges. <p>Organizational Data:</p> <ul style="list-style-type: none"> • (a), (b), (c), (d), (e), (f), (g), (i), (k): Compete? Yes/No <ul style="list-style-type: none"> - Applicant must respond to these questions for the CDFA to consider the application complete. - NOTE: The CDFA will consider county location and locale type when making award determinations to distribute grant awards geographically across California to the extent possible. • Percentage of school sites under Community Eligibility Provision: __/4 points <ul style="list-style-type: none"> - After taking the average across all farm to school implementing organizations in the project partnership: <ul style="list-style-type: none"> - 4 points: 75.1 to 100% - 3 points: 50.1 to 75% - 2 points: 25.1 to 50% - 1 point: 1 to 25% - 0 points: Less than 1%

Application Questions	Review Criteria
<p>(i) Number of students enrolled in this district/organization in School Year 2019-2020 (refer to ed-data.org and use Census Day Enrollment)</p> <p>(j) 2019-20 Unduplicated Pupil Count of Students Eligible for Free/Reduced-Price Meals, English Learners & Foster Youth (percentage) (refer to ed-data.org)</p> <p>(k) Schools Project Will Serve: Will your project serve all schools within this district/organization or target one or more specific school sites within this district/organization? If your project will target specific school sites, please name them and briefly describe why you are targeting those sites.</p> <p>(l) School as a “nutrition hub”: Which school meal program(s) does this district/organization operate? Please check all that apply.</p> <ul style="list-style-type: none"> - National School Lunch Program (NSLP) - Does not yet offer NSLP but has a written agreement with the CA Dept. of Education to start in SY 2022-23 - School Breakfast Program (SBP) - Does not yet offer SBP but has a written agreement with the CA Dept. of Education to start in SY 2022-23 - Seamless Summer Option (SSO) - Summer Food Service Program (SFSP) - Child and Adult Care Food Program (CACFP), which may include the CACFP At-Risk Afterschool Meals Program - Fresh Fruit and Vegetable Program - NSLP Afterschool Snack Program <p>(13) Opportunity Zone designation: Are any of the schools that your project will serve (see question 12k) located in an Opportunity Zone? Please use this tool. If yes, please</p>	<ul style="list-style-type: none"> • 2019-20 Unduplicated Pupil Count of Students Eligible for Free/Reduced-Price Meals, English Learners & Foster Youth: __/8 points • After taking the average across all farm to school implementing organizations in the project partnership: <ul style="list-style-type: none"> - 8 points: 88.1 to 100% - 7 points: 76.1 to 88% - 6 points: 64.1 to 76% - 5 points: 52.1 to 64% - 4 points: 40.1 to 52% - 3 points: 28.1 to 40% - 2 points: 16.1 to 28% - 1 point: 1 to 16% - 0 points: Less than 1% • School as a “nutrition hub”: __/4 points <ul style="list-style-type: none"> - After taking the average across all farm to school implementing organizations in the project partnership: <ul style="list-style-type: none"> - 4 points: Operate 4 or more school meal programs - 3 points: Operate 3 or more school meal programs - 2 points: Operate 2 school meal programs - 1 point: Operate 1 school meal program - NOTE: Checking the first or second options counts as operating NSLP. Checking the third or fourth options counts as operating SBP. <p>Opportunity Zone designation: __/4 points</p> <ul style="list-style-type: none"> • 4 points: Applicant answers yes; applicant provides the name and address of at least one school the project will serve that is located in an Opportunity Zone. The review committee is able to verify with the tool that at least one school the applicant identifies in question 13 is located in an Opportunity Zone. • 0 points: Applicant answers no OR applicant answers yes but the review committee is unable to verify with the

Application Questions	Review Criteria
<p>provide the name and address of at least one school your project will serve that is located in an Opportunity Zone. NOTE: To receive full points for this question, you only need to provide the name and address of one school your project will serve that is located in an Opportunity Zone that the review committee can then verify with the tool. To use the tool, follow these steps: (1) Type in the addresses of schools that your project will serve; (2) Look at the color of the map – a location colored blue indicates an Opportunity Zone.</p> <p>(14) Funding Priority: priority populations: Are any of the schools that your project will serve (see question 12k) located among priority populations, according to this map? If yes, please provide the name and address of at least one school your project will serve that is located among priority populations. NOTE: To receive full points for this question, you only need to provide the name and address of one school your project will serve that is located among priority populations that the review committee can then verify with the map. To use the map, follow these steps: (1) Type in the addresses of schools that your project will serve; (2) Look at the color of the map – pink and blue stripes, solid pink, solid blue, solid yellow, or yellow stripes indicate a priority population.</p>	<p>tool that at least one school the applicant identifies in question 13 is located in an Opportunity Zone.</p> <p>Funding Priority: priority populations: __/6 points</p> <ul style="list-style-type: none"> • 6 points: Applicant answers yes; applicant provides the name and address of at least one school the project will serve that is located among priority populations. The review committee is able to verify with the map that at least one school the applicant identifies in question 14 is located among priority populations. • 0 points: Applicant answers no OR applicant answers yes but the review committee is unable to verify with the map that at least one school the applicant identifies in question 14 is located among priority populations.
TOTAL	__/40 points

Description of Farm to School History and Motivation: 3 points available	
Application Questions	Review Criteria
<p>(15) Is farm to school new to your district/organization?</p> <p>(16) Description: If yes – please describe recent school nutrition, producer engagement, student engagement,</p>	<p>Is farm to school new to your district/organization: Complete? Yes/No</p>

Application Questions	Review Criteria
<p>and/or food system development work in your district/organization that you're proud of and what has motivated your district/organization to engage with farm to school. If no – please describe past and/or current farm to school work in your district/organization that you're proud of and what has motivated your district/organization to continue engaging with farm to school. [Word Limit = 750]</p>	<ul style="list-style-type: none"> • Applicant must respond to question 15 for the CDFA to consider the application complete. Answering “Yes” or “No” will not impact scoring. <p>Description: __/3 points</p> <ul style="list-style-type: none"> • 3 points: Applicant clearly describes past and/or current work that connects to school nutrition, producer engagement, student engagement, food system development, and/or farm to school and demonstrates significant motivation to engage with farm to school. • 1 point: Applicant somewhat clearly describes and demonstrates the above. • 0 points: Applicant unclearly describes and demonstrates the above.
TOTAL	__/3 points

Project Description: 25 points available

Application Questions	Review Criteria
<p>(17) Project Narrative: Please tell us about your proposed project and describe how your project will do one or more of the following: (1) implement farm to school procurement and/or education strategies as part of your larger regional or statewide food system development plans; and/or (2) increase collaboration and coordination regionally or statewide between California food producers and school nutrition services departments to increase procurement of California grown or produced, whole or minimally processed foods for incorporation into school meals; and/or (3) provide farm to school procurement and/or education technical assistance or capacity-building support regionally or statewide to more than one farm to school implementing organization. Please also address this question in your response: How will your project make regional or statewide food system impact that meaningfully</p>	<p>Project Narrative: __/12 points</p> <ul style="list-style-type: none"> • 12 points: Applicant describes a feasible project that will clearly do one or more of the following: (1) Implement farm to school procurement and/or education strategies as part of their larger regional or statewide food system development plans; and/or (2) Increase collaboration and coordination regionally or statewide between California food producers and school nutrition services departments to increase procurement of California grown or produced, whole or minimally processed foods for incorporation into school meals; and/or (3) Provide farm to school procurement and/or education technical assistance or capacity-building support regionally or statewide to more than one farm to school implementing organization. Applicant also clearly demonstrates how the project will make regional or statewide food system

Application Questions	Review Criteria
<p>supports more than one farm to school implementing organization, and what will the scale of that impact be? [Word Limit = 1,000]</p> <p>(18) School and Community Assets: How will you leverage school assets (e.g., school gardens/farms, culinary programs, etc.) and community assets (e.g., partnerships with local organizations) as part of your project? [Word Limit = 200]</p> <p>(19) Culturally Relevant Programming: How will you incorporate culturally relevant foods and culturally relevant educational opportunities as part of your project? [Word Limit = 200]</p> <p>(20) Diversity, Equity, and Inclusion (DEI): Please describe your organizational approach to diversity, equity, and inclusion. For the proposed project, please describe any efforts you are making to address equity in program delivery for underserved communities and socially disadvantaged groups. [Word Limit = 200]</p> <p>(21) Project Work Plan: Please complete and upload the project work plan template provided in the online application portal and on the California Farm to School Incubator Grant Program website. NOTE: The Project Work Plan should align with your Project Narrative.</p>	<p>impact that meaningfully supports more than one farm to school implementing organization, and what the scale of that impact will be.</p> <ul style="list-style-type: none"> • 8 points: Applicant describes a feasible project that will somewhat clearly do one or more of the above. Applicant also clearly demonstrates how the project will make regional or statewide food system impact that meaningfully supports more than one farm to school implementing organization, and what the scale of that impact will be. • 4 points: Applicant describes a feasible project that will somewhat clearly do one or more of the above. Applicant also somewhat clearly demonstrates how the project will make regional or statewide food system impact that meaningfully supports more than one farm to school implementing organization. • 0 points: Applicant provides an unclear and/or unfeasible description and/or describes a project that will do none of the three options above and/or does not demonstrate how the project will make regional or statewide food system impact. <p>School and Community Assets: __/2 points</p> <ul style="list-style-type: none"> • 2 points: Project will leverage school and community assets. • 1 point: Project will leverage school or community assets. • 0 points: Project will not leverage either of the above. <p>Culturally Relevant Programming: __/2 points</p> <ul style="list-style-type: none"> • 2 points: Project will incorporate culturally relevant foods and culturally relevant educational opportunities. • 1 point: Project will incorporate one of the above. • 0 points: Project will not incorporate either of the above. <p>Diversity, Equity, and Inclusion (DEI): __/4 points</p>

Application Questions	Review Criteria
	<ul style="list-style-type: none"> • 4 points: Applicant clearly describes their organizational approach to DEI and efforts to address equity in program delivery for the proposed project (for both responses, applicant must include the “how” not just the “why it’s important”). • 2 points: Applicant somewhat clearly describes the above. • 0 points: Applicant unclearly describes the above OR just includes the “why it’s important” but not the “how.” <p>Project Work Plan: __/5 points</p> <ul style="list-style-type: none"> • 5 points: Applicant completes the Project Work Plan template with all required information. All information clearly aligns with the Project Narrative. The “Performed By” column includes all Project Partners and contractors, thus demonstrating a shared distribution of responsibilities. • 3 points: Applicant completes the Project Work Plan template with all required information. All information somewhat clearly aligns with the Project Narrative. The “Performed By” column includes all Project Partners and contractors, thus demonstrating a shared distribution of responsibilities. • 0 points: Applicant does not complete the Project Work Plan template with all required information and/or the information unclearly aligns with the Project Narrative and/or the “Performed By” column does not include all Project Partners and contractors.
TOTAL	__/25 points

Healthy, Equitable, Resilient Food System: 20 points available

Application Questions	Review Criteria
<p>(22) Funding Priorities: As part of your grant project, do you plan to partner with food producers in California who are any of the following? Please check all that apply.</p> <p>(a) Small to midsize food producer (<i>i.e.</i>, operation's average gross cash farm income during the previous three-year period is no more than \$750,000)</p> <p>(b) Veteran food producer (<i>i.e.</i>, operation is at least 50% owned by individual(s) who served in the United States Army, Navy, Marine Corps, Air Force, or Coast Guard, including the reserve components thereof, and was released from the service under conditions other than dishonorable)</p> <p>(c) Socially disadvantaged food producer (<i>i.e.</i>, operation is at least 50% owned by individual(s) who belong to one or more of these socially disadvantaged groups: African Americans, Native Indians, Alaskan Natives, Hispanics, Asian Americans, Native Hawaiians and Pacific Islanders, women, LGBTQ+ people)</p> <p>(d) Limited-resource food producer (<i>i.e.</i>, operation is at least 50% owned by one or more limited-resource farm households, according to this tool)</p> <p>(e) Food producer who uses climate smart agriculture practices (<i>i.e.</i>, practices defined by the USDA Natural Resources Conservation Service (NRCS) Conservation Practice Standards (CPS) and those identified by the CDFA Office of Environmental Farming and Innovation via the Healthy Soils Program, Alternative Manure Management Program (AMMP), Dairy Digester Research and Development Program (DDRDP), and State Water Enhancement and Efficiency Program (SWEET)).</p>	<p>Small to midsize food producers: __/6 points</p> <ul style="list-style-type: none"> 6 points: Applicant checks (a) in question 22 and, in question 23, clearly describes producer partners who meet the small to midsize food producer criteria and/or clearly describes a detailed plan to partner with producers who meet the criteria. 3 points: Applicant checks (a) in question 22 and provides a somewhat clear description in question 23. 0 points: Applicant does not check (a) in question 22 OR applicant checks (a) but provides an unclear description in question 23. <p>Veteran, socially disadvantaged, and/or limited-resource food producers: __/6 points</p> <ul style="list-style-type: none"> 6 points: Applicant checks (b), (c), and/or (d) in question 22 and, in question 23, clearly describes producer partners who meet the veteran, socially disadvantaged, and/or limited-resource criteria and/or clearly describes a detailed plan to partner with producers who meet the criteria. 3 points: Applicant checks (b), (c), and/or (d) in question 22 and provides a somewhat clear description in question 23. 0 points: Applicant does not check (b), (c), or (d) in question 22 OR applicant checks (b), (c), or (d) but provides an unclear description in question 23. <p>Climate smart food producers: __/6 points</p> <ul style="list-style-type: none"> 6 points: Applicant checks (e), (f), and/or (g) in question 22 and, in question 23, clearly describes producer partners who use climate smart agriculture practices, are certified organic or transitioning to certified organic, and/or use other regenerative strategies and/or clearly describes a detailed plan to partner with producers who meet the criteria.

Application Questions	Review Criteria
<p><i>including but not limited to cover cropping, no or reduced till, hedgerow plantings, compost application, and prescribed grazing)</i></p> <p>(f) Food producer who is certified organic or transitioning to certified organic</p> <p>(g) Food producer who uses other regenerative strategies that increase resilience to climate change, improve the health of communities and soil, protect water and air quality, increase biodiversity, and help store carbon in the soil</p> <p>(h) None of the above</p> <p>(23) Procurement Partners: If you checked any of the options in question 22, please describe the producers with whom you plan to partner who meet any of the above criteria. If you checked any of the options in question 22 but have not yet identified producers who meet the criteria, please describe your plan for seeking out and establishing partnerships with food producers in California who meet the criteria. [Word Limit = 500]</p> <p>(24) Current Practices: Do you currently partner with producers who meet any of the criteria described in question 22? If yes, please describe your current work with producer partners in one or more of these areas. [Word Limit = 100]</p>	<ul style="list-style-type: none"> • 3 points: Applicant checks (e), (f), and/or (g) in question 22 and provides a somewhat clear description in question 23. • 0 points: Applicant does not check (e), (f), or (g) in question 22 OR applicant checks (e), (f), or (g) but provides an unclear description in question 23. <p>Current Practices: __/2 points</p> <ul style="list-style-type: none"> • 2 points: Applicant answers yes; clearly describes current procurement work and producer partners in one of more of these areas. • 1 point: Applicant answers yes; provides a somewhat clear description. • 0 points: Applicant answers no OR applicant answers yes but provides an unclear description.
TOTAL	__/20 points

Project Reporting and Evaluation: no points available	
Application Questions	Review Criteria
<p>(25) Project Reporting and Evaluation: Do you agree to do all of the following if awarded a grant? Please note that the reporting and evaluation activities below are required of all</p>	<p>Project Reporting and Evaluation: Complete? Yes/No</p>

Application Questions	Review Criteria
<p>Track 2 grant recipients in this program. Please email cafarmtoschool@cdfa.ca.gov if you have any questions about these activities.</p> <ul style="list-style-type: none"> - Pre-Survey: Submit a pre-survey to the CDFA at the beginning of the grant term to summarize and quantify pre-project farm to school activities - Regular Financial Reporting: Submit regular financial reporting that documents project costs to the CDFA - Farm-Level Data: If applicable, request farm-level data and velocity reports from distributors to help track the farm-level impacts of farm to school project activities. The CDFA Farm to School Evaluation Team will provide support and additional guidance for these requests. - Quarterly Check-ins: Submit quarterly check-ins to the CDFA summarizing project progress, successes, and challenges - Final Interview: Participate in a final interview with the CDFA after the grant term concludes to discuss project successes, challenges, and other relevant information - External Program Evaluation: Participate in external evaluation activities conducted by a CDFA representative or external designee for this grant program 	<ul style="list-style-type: none"> • Applicant must agree for the CDFA to consider the application complete, as these are required activities of this grant program.

Project Viability: 10 points available	
Application Questions	Review Criteria
<p>(26) Budget/Narrative: Please complete and upload the budget worksheet provided in the online application portal</p>	<p>Budget/Narrative: __/8 points</p>

Application Questions	Review Criteria
<p>and on the California Farm to School Incubator Grant Program website. Please ensure that your proposed project costs are allowable according to the Track 2 Allowable and Unallowable Costs section of the RFA. NOTE: Please email the CDFA for support at cafarmtoschool@cdfa.ca.gov if you are unable to utilize the Microsoft Excel format of the budget worksheet.</p> <p>(27) Grant Administration and Accounting: If you receive an award, who within your district/organization will handle grant administration and accounting and what process does your district/organization plan to implement to handle grant administration and accounting? [Word Limit = 100]</p> <p>(28) Program Income: Program income is gross income earned as a result of the grant award during the grant duration. Program income includes but is not limited to income from fees for services performed and income from the sale of commodities or items fabricated under the grant award. Will your proposed project generate program income? If yes – please describe the source/nature of the program income, estimate the total dollar amount of program income, and explain how you will reinvest the program income into the grant project and spend it on allowable project costs. [Word Limit = 100]</p> <p>(29) Sustainability Plan: In what ways will your district/organization sustain this project beyond the duration of the grant term? Also, if your Budget includes staffing costs, please acknowledge these investments in staffing here and discuss any plans to sustain those roles after the grant term ends. [Word Limit = 200]</p>	<ul style="list-style-type: none"> • 8 points: Applicant’s budget clearly aligns with the Project Description section, includes all requested information for each line item, and provides clear reasonings for each spending category. • 4 points: Applicant’s budget somewhat clearly aligns with the Project Description section, includes all requested information for each line item, and provides clear reasonings for each spending category. • 2 points: Applicant’s budget somewhat clearly to clearly aligns with the Project Description section and includes all requested information for each line item, but provides only somewhat clear reasonings for each spending category. • 0 points: Applicant’s budget does not align with the Project Description section and/or is missing information or reasonings about proposed project costs. <p>Grant Administration and Accounting: Complete? Yes/No</p> <ul style="list-style-type: none"> • Applicant must respond to question 27 for the CDFA to consider the application complete. <p>Program Income: Complete? Yes/No</p> <ul style="list-style-type: none"> • Applicant must respond to question 28 for the CDFA to consider the application complete. <p>Sustainability Plan: __/2 points</p> <ul style="list-style-type: none"> • 2 points: Applicant clearly describes how their district/organization will sustain the project beyond the duration of the grant term. If the Budget includes staffing costs, applicant acknowledges this and clearly discusses any plans to sustain those roles after the grant term ends. • 1 point: Applicant somewhat clearly describes how their district/organization will sustain the project beyond the duration of the grant term. If the Budget includes staffing costs, applicant acknowledges this and discusses any plans to sustain those roles after the grant term ends.

Application Questions	Review Criteria
	<ul style="list-style-type: none"> • 0 points: Applicant unclearly describes how their district/organization will sustain the project beyond the duration of the grant term and/or if the Budget includes staffing costs, applicant does not acknowledge this or discuss any plans to sustain those roles after the grant term ends.
TOTAL	__/10 points

Letter(s) of Support: no points available

Application Questions	Review Criteria
<p>(30) Farm to School Implementing Organizations: Please upload a letter of support from the school nutrition services director (or equivalent district-wide/organization-wide decision-maker who oversees and coordinates the school meal program) at each farm to school implementing organization (i.e., public school district, county office of education, and/or directly funded charter school) in your project partnership (see question 6). Letters must include an endorsement of the project and description of how the school nutrition services department (or equivalent entity that operates the school meal program) will support the project. In addition, you may upload letters of support from others within each farm to school implementing organization that is a part of your project partnership if desired. NOTE 1: A letter from the school nutrition services director (or equivalent) at each farm to school implementing organization in your project partnership is required even if your project is targeting one or more specific school sites within the organization, rather than all schools. NOTE 2: If a school nutrition services director (or equivalent) is the Person Writing the Grant Application (named in question 8b), then they do not need to submit a</p>	<p>Letter(s) of Support: Complete? Yes/No</p> <ul style="list-style-type: none"> • Applicant must include a letter of support from the school nutrition services director (or equivalent district-wide/organization-wide decision-maker who oversees and coordinates the school meal program) at each farm to school implementing organization in the project partnership (see question 6) for the CDFA to consider the application complete, unless that person is the one writing the application. Each letter must include an endorsement of the project and description of how the school nutrition services department (or equivalent entity that operates the school meal program) will support the project. • Applicant must also include a letter of support from each supporting project partner for the project (see question 6) for the CDFA to consider the application complete. Each letter must include an endorsement of the project and description of how the partner will support the project.

Application Questions	Review Criteria
<p>letter of support. NOTE 3: Please combine all letters into one single document to upload.</p> <p>(31) Supporting Project Partners: Please upload a letter of support from each supporting project partner for your project (see question 6). Letters must include an endorsement of the project and description of how the partner will support the project. NOTE: Please combine all letters into one single document to upload.</p>	

(32) (Optional) Is there anything else you would like to share with us? Please note that answering this question or leaving it blank will not impact scoring. [Word Limit = 100]

GRAND TOTAL	___/100 points
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