2022 California Farm to School Incubator Grant Program

Application Questions and Review Criteria – Track 3

Track 3: The California Farm to Early Care and Education (ECE) Grant
(100 points available total)

The following is a preview of Track 3 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 3 applications.

Eligibility: no points available	
Application Questions	**Review Criteria**
(1) **Track 3 Eligibility:** Please respond to the questions below to determine if you are eligible to apply to this track. (a) Are you any of the following? Please check all that apply. If you consider yourself a farm to ECE 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. - Farm to ECE support org: Child and Adult Care Food Program (CACFP) Sponsor of Day Care Homes in CA and/or CACFP Sponsor of Child Care Centers in CA - Farm to ECE support org: Child Care and Development Fund Tribal Lead Agency in CA	**Track 3 Eligibility: Eligible? Yes/No** • Applicant must provide any response except for "None of the above" to question 1a, provide one of the first two responses to question 1b (if applicable), respond "Yes" to question 1c (if applicable), and respond "Yes" to question 1d to be eligible to apply to Track 3. **Funding Sources: Complete? Yes/No** • Applicant must respond to questions 2a and 2b for the CDFA to consider the application complete.

2022 CALIFORNIA FARM TO SCHOOL INCUBATOR GRANT PROGRAM
Track 3 Application Questions & Review Criteria
California Department of Food and Agriculture

Page **1** of **19**

Application Questions	Review Criteria

- Farm to ECE support org: Child Care Resource and Referral (CCR&R) agency in CA
   - Farm to ECE support org: First 5 county commission in CA
   - Farm to ECE support org: Alternative Payment Program (APP) in CA
   - Farm to ECE support org: Head Start grantee in CA
   - Farm to ECE support org: Local Child Care and Development Planning Council (LPC) in CA
   - Farm to ECE support org: Non-profit organization
   - Farm to ECE support org: State-established commission in CA
   - Farm to ECE support org: Local or Tribal government entity in CA
   - Farm to ECE support org: County agency or regional authority in CA
   - Farm to ECE support org: Institution of higher education
   - Farm to school support org: UC Cooperative Extension office
   - Farm to ECE support org: Project with a non-profit fiscal sponsor (please identify your fiscal sponsor)
   - Farm to ECE support org: Philanthropic organization
   - Single-site child care center in CA
   - Multi-site child care center in CA
   - Public school district in CA that operates a preschool program, transitional kindergarten program, and/or Head Start program
   - None of the above
(b) If you answered single-site center, multi-site center, or school district above, are you licensed by the	

2022 CALIFORNIA FARM TO SCHOOL INCUBATOR GRANT PROGRAM
Track 3 Application Questions & Review Criteria
California Department of Food and Agriculture

Page **2** of **19**

Application Questions	Review Criteria
California Department of Social Services (CDSS), Community Care Licensing Division? - Yes - N/A; we meet appropriate criteria for a license exemption. If you mark this option, please briefly describe the criteria you meet (e.g., a license-exempt Tribal child care center located on an Indian Reservation). - No; we are a child care center but we are not licensed by the CDSS and we are not license-exempt (c) If you answered single-site center, multi-site center, or school district above, does your child care center or your school district's preschool, TK, and/or Head Start program *primarily* serve young children birth through age five (i.e., infants, toddlers, and/or preschoolers)? - Yes - No; we serve more school-age children than young children birth through age five (d) Does your organization want to establish or expand a farm to ECE program? If you provided any response except for "None of the above" to question 1a, provided one of the first two responses to question 1b (if applicable), responded "Yes" to question 1c (if applicable), and responded "Yes" to question 1d, then you are eligible to apply to Track 3! (2) **Funding Sources:** (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	

Application Questions	Review Criteria
agreement number and describe how the proposed 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. (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: - 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
(3) **Project Title:** Please provide the title of your proposed project. (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]	**Project Title and Summary: Complete? Yes/No** • 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.

2022 CALIFORNIA FARM TO SCHOOL INCUBATOR GRANT PROGRAM
Track 3 Application Questions & Review Criteria
California Department of Food and Agriculture

Page **4** of **19**

Project Team: 2 points available

Application Questions	Review Criteria
(5) **Project Team Members:** Please list the name of each partner who is a member of your project team, as well as a one-sentence summary of their role in the project. This may include the person writing the application, if applicable. Project teams should include, at minimum, a person or entity supporting the food procurement aspect of the project and a person or entity supporting the hands-on learning and play aspect of the project. If one person or entity is fulfilling both roles, please note this in your response and briefly explain why. 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 project team member). Additionally, if you are a child care center partnering with other ECE providers to serve their students through this project in addition to your own students, please include those providers here as project team members. (6) **Collaboration History:** Please describe how your project team has collaborated on farm to ECE projects in the past (or on related projects if new to farm to ECE). [Word Limit = 200]	**Project Team Members: Complete? Yes/No:** • Applicant must respond to question 5 and include the required information for the CDFA to consider the application complete. **Collaboration History: __/2 points** • **2 points:** Applicant clearly describes how project team has collaborated in the past and demonstrates strong partnership. • **1 point:** Applicant somewhat clearly describes the above. • **0 points:** Applicant unclearly describes the above.
TOTAL	**__/2 points**

Total Dollar Amount Requested: no points available

Application Questions	Review Criteria
(7) **Total Dollar Amount Requested:** Please note that Track 3 applicants may request between $50,000 and $200,000.	**Total Dollar Amount Requested: Complete? Yes/No** • Applicant must request within the applicable award range for the CDFA to consider the application complete.

2022 CALIFORNIA FARM TO SCHOOL INCUBATOR GRANT PROGRAM
Track 3 Application Questions & Review Criteria
California Department of Food and Agriculture

Page **5** of **19**

Community Need: 40 points available

Application Questions	Review Criteria
(8) **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 your ECE community. In particular, please tell us about the young children you plan to engage through this project. [Word Limit = 200]	**Funding Priority: engage students from underserved communities: __/6 points** • **6 points:** Applicant's project will clearly engage a significant number of young children 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 young children from underserved communities. • **2 points:** Applicant's project will engage few young children from underserved communities • **0 points:** Applicant's project will engage no young children from underserved communities.
(9) **Making the Case:** Please describe why this project is important. Are there any needs, gaps, or challenges your ECE community has experienced that this grant will help address? [Word Limit = 300]	**Making the Case: __/8 points** • **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 significant. Needs, gaps, or challenges may include but are not limited to: food insecurity rate, obesity rate, natural disasters such as wildfires, impacts of the COVID-19 pandemic on the ECE community, CalEnviroScreen 4.0 percentile, Healthy Places Index, historical and/or systemic injustices, limited resources, etc.

(10) **Organizational Data:**
  (a) **District/organization name**
  (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.
    - 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 Questions	Review Criteria

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
(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.
(d) **County location of your district/organization:** 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.
(e) **County location(s) of project:** Which county/counties will your project serve? Please check all that apply (may include the county selected in question 10d).
(f) **Licensing:** Please provide the nine-digit facility number from the California Department of Social Services (CDSS), Community Care Licensing Division for each site that your project will serve so that the CDFA can verify that each site is licensed. If you are a child care center that meets appropriate criteria for a license exemption or are a farm to ECE support organization rather than a child care center, please indicate that here in lieu of providing a facility number.
(g) **Unduplicated Pupil Count of Students Eligible for Free/Reduced-Price Meals, English Learners & Foster Youth (percentage):** Please use ed-data.org to find the 2019-20 Unduplicated Pupil Count of Students Eligible for Free/Reduced-Price Meals, English
	• **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.
	Organizational Data:
	• **(a), (b), (c), (d), (e), (f): Compete? Yes/No**
	  - Applicant must respond to these questions 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.
	• **Licensing: Complete? Yes/No**
	  - Applicant must provide the facility number for each site that their project will serve (see question 11b) for the CDFA to consider the application complete, unless they are a child care center that meets appropriate criteria for a license exemption or they are a farm to ECE support organization rather than a child care center. Unlicensed child care centers that are *not* license-exempt are not eligible to apply.
	• **Unduplicated Pupil Count of Students Eligible for Free/Reduced-Price Meals, English Learners & Foster Youth: __/4 points**
	  - **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%
	• **Child poverty rate: __/4 points**
	  - **4 points:** Greater than 20%

2022 CALIFORNIA FARM TO SCHOOL INCUBATOR GRANT PROGRAM
Track 3 Application Questions & Review Criteria
California Department of Food and Agriculture

Page **7** of **19**

Application Questions	Review Criteria
Learners & Foster Youth (in percentage form) in the county your project will serve. If your project will serve multiple counties (see question 10e), please take the average percentage across those counties. (h) **Child poverty rate:** Please use this map to find the 2017-19 child poverty rate in the county your project will serve. If your project will serve multiple counties (see question 10e), please take the average rate across those counties. (i) **Adverse childhood experiences (ACEs):** Please use this data to find the proportion of children in the county your project will serve who were exposed to adverse experiences (parent reported) in 2016-2019. If your project will serve multiple counties (see question 10e), please take the average proportion across those counties. (j) **Child food insecurity rate:** Please use this map to find the 2019 child food insecurity rate in the county your project will serve. If your project will serve multiple counties (see question 10e), please take the average rate across those counties. (11) **ECE Providers/Sites Project Will Serve:** Are you applying as a farm to ECE support organization or as a child care center? (NOTE: child care centers include public school districts that operate a preschool program, transitional kindergarten program, and/or Head Start program) (a) **If you are applying as a farm to ECE support organization** – how many ECE providers (i.e., child care centers; family child care homes; family, friend, or neighbor settings) will your project serve? Please name each ECE provider; identify whether they are a child care center; family child care home; or family, friend, or neighbor setting; and identify whether they	- **3 points:** 15.1% to 20% - **2 points:** 10.1% to 15% - **1 point:** 1% to 10% - **0 points:** Less than 1% • **Adverse childhood experiences: __/4 points** - **4 points:** Greater than 50% - **3 points:** 45.1% to 50% - **2 points:** 40.1% to 45% - **1 point:** 1 to 40% - **0 points:** Less than 1% • **Child food insecurity rate: __/4 points** - **4 points:** Greater than 20% - **3 points:** 15.1% to 20% - **2 points:** 10.1% to 15% - **1 point:** 1% to 10% - **0 points:** Less than 1% **ECE Providers/Sites Project Will Serve: Complete? Yes/No** • Applicant must respond to either question 11a or 11b and provide the required information for the CDFA to consider the application complete. • NOTE: Among farm to ECE support organization applicants, the CDFA will prioritize projects that will ensure funds reach small, under-resourced providers and that will utilize a mixed-delivery lens (i.e., serve a range of ECE types such as child care centers; family child care homes; and family, friend, or neighbor settings) when determining how to support ECE providers with project funds. • NOTE: When making award determinations, the CDFA will seek to maximize impact by considering relative project reach (i.e., number of young children served, number of ECE providers engaged) among child center applicants and, separately, among farm to ECE support organization applicants.

2022 CALIFORNIA FARM TO SCHOOL INCUBATOR GRANT PROGRAM
Track 3 Application Questions & Review Criteria
California Department of Food and Agriculture

Page **8** of **19**

Application Questions	Review Criteria
participate in the Child and Adult Care Food Program (CACFP) or not. Please also describe why your project is targeting these providers. (b) **If you are applying as a child care center** – how many ECE sites within your organization will your project serve? Please name each site and identify whether they participate in the Child and Adult Care Food Program (CACFP) or not. Additionally, if you are partnering with other ECE providers to serve their students through this project in addition to your own students, please name each provider and identify if they are a child care center; family child care home; or family, friend, or neighbor setting. Please also describe why your project is including these providers. (12) **Children Project Will Serve:** NOTE: At least 50% of the students that the project will serve must be young children birth through age five (i.e., infants, toddlers, and/or preschoolers) but the project may also include school-age children if they attend the ECE sites that the project will serve. (a) Across the ECE providers/sites that your project will serve, what is the total enrollment of young children birth through age five? (b) How many of these young children will your project serve? (c) Across the ECE providers/sites that your project will serve, what is the total student enrollment of school-age children? (d) How many of these school-age children will your project serve? (13) **Opportunity Zone Designation:** Are any of the ECE providers/sites that your project will serve located in an Opportunity Zone? Please use this tool. If yes, please	**Children Project Will Serve: Complete? Yes/No** • Applicant must demonstrate that at least 50% of the students that the project will serve are young children birth through age five to be eligible to apply and for the CDFA to consider the application complete. **Opportunity Zone Designation: __/4 points** • **4 points:** Applicant answers yes; applicant provides the name and address of at least one ECE provider/site 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 ECE provider/site 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 tool that at least one ECE provider/site the applicant identifies in question 13 is located in an Opportunity Zone. **Funding Priority: priority populations: __/6 points** • **6 points:** Applicant answers yes; applicant provides the name and address of at least one ECE provider/site the project will serve that is located among priority populations. The review committee is able to verify with the map that at least one ECE provider/site 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 ECE provider/site the applicant identifies in question 14 is located among priority populations.

2022 CALIFORNIA FARM TO SCHOOL INCUBATOR GRANT PROGRAM **Track 3 Application Questions & Review Criteria** California Department of Food and Agriculture

Page **9** of **19**

Application Questions	Review Criteria
provide the name and address of at least one ECE provider/site 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 ECE provider/site 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 ECE providers/sites that your project will serve; (2) Look at the color of the map – a location colored blue indicates an Opportunity Zone.	
(14) **Funding Priority: priority populations:** Are any of the ECE providers/sites that your project will serve located among priority populations, according to this map? If yes, please provide the name and address of at least one ECE provider/site 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 ECE provider/site 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 ECE providers/sites 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.	
TOTAL	__/40 points

Description of Farm to ECE History and Motivation: 3 points available

Application Questions	Review Criteria
(15) **Is farm to ECE new to your district/organization?**	**Is farm to school new to your district/organization: Complete? Yes/No**

2022 CALIFORNIA FARM TO SCHOOL INCUBATOR GRANT PROGRAM
Track 3 Application Questions & Review Criteria
California Department of Food and Agriculture

Page **10** of **19**

Application Questions	Review Criteria
(16) **Description:** If yes – please describe recent child nutrition and/or child engagement work in your district/organization that you're proud of and what has motivated your district/organization to engage with farm to ECE. If no – please describe past and/or current farm to ECE work in your district/organization that you're proud of and what has motivated your district/organization to continue engaging with farm to ECE. [Word Limit = 500]	• Applicant must respond to question 15 for the CDFA to consider the application complete. Answering "Yes" or "No" will not impact scoring. **Description: __/3 points** • **3 points:** Applicant clearly describes past and/or current work that connects to child nutrition, child engagement, and/or farm to ECE and demonstrates significant motivation to engage with farm to ECE. • **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
(17) **Project Narrative:** Please tell us about your proposed project. Please address these three questions in your response: How will you coordinate food- and garden-based hands-on learning and play opportunities for young children and, if desired, for their families? How will you procure California grown or produced, whole or minimally processed foods for incorporation into meals, snacks, taste tests, and/or food boxes for young children? How will you offer farm to ECE technical assistance and/or peer learning spaces to ECE staff, ECE teachers, and/or ECE families? [Word Limit = 750] (18) **ECE and Community Assets:** How will you leverage ECE assets (e.g., educational gardens/farms, culinary programs, etc.) and community assets (e.g., partnerships with local organizations) as part of your project? [Word Limit = 200]	**Project Narrative:** • **Complete? Yes/No** - Applicant must address all three of the following for the CDFA to consider the application complete: (1) how they will coordinate food- and garden-based hands-on learning and play opportunities for young children; AND (2) how they will procure California grown or produced, whole or minimally processed foods for incorporation into meals, snacks, taste tests, and/or food boxes for young children; AND (3) how they will offer farm to ECE technical assistance and/or peer learning spaces to ECE staff, ECE teachers, and/or ECE families. • **Hands-on Learning, Procurement, and Technical Assistance/Peer-Learning: __/12 points** - **12 points:** Applicant clearly describes a comprehensive and feasible project that will

2022 CALIFORNIA FARM TO SCHOOL INCUBATOR GRANT PROGRAM
Track 3 Application Questions & Review Criteria
California Department of Food and Agriculture

Page **11** of **19**

Application Questions	Review Criteria
(19) **Culturally Relevant Programming:** How will you incorporate culturally relevant foods and culturally relevant educational opportunities as part of your project? [Word Limit = 200] (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] (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 and must include objectives related to coordinating food- and garden-based hands-on learning and play opportunities for young children; procuring California grown or produced, whole or minimally processed foods for incorporation into meals, snacks, taste tests, and/or food boxes for young children; and offering farm to ECE technical assistance and/or peer learning spaces to ECE staff, ECE teachers, and/or ECE families.	coordinate food- and garden-based hands-on learning and play opportunities for young children; AND procure California grown or produced, whole or minimally processed foods for incorporation into meals, snacks, taste tests, and/or food boxes for young children; AND offer farm to ECE technical assistance and/or peer learning spaces to ECE staff, ECE teachers, and/or ECE families. - **8 points:** Applicant describes a feasible project that will clearly do two of the above but only somewhat clearly do the other. - **6 points:** Applicant describes a feasible project that will clearly do one of the above but only somewhat clearly do the other two. - **3 points:** Applicant describes a feasible project that will somewhat clearly do all three of the above. - **0 points:** Applicant provides an unclear and/or unfeasible description and/or a description that does not sufficiently address all three of the above. **School and Community Assets: __/2 points** • **2 points:** Project will leverage ECE and community assets. • **1 point:** Project will leverage ECE or community assets. • **0 points:** Project will not leverage either of the above. **Culturally Relevant Programming: __/2 points** • **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. **Diversity, Equity, and Inclusion (DEI): __/4 points** • **4 points:** Applicant clearly describes their organizational approach to DEI and efforts to address equity in program delivery for the proposed project (for both

2022 CALIFORNIA FARM TO SCHOOL INCUBATOR GRANT PROGRAM
Track 3 Application Questions & Review Criteria
California Department of Food and Agriculture

Page **12** of **19**

Application Questions	Review Criteria
	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." **Project Work Plan: __/5 points** **5 points:** Applicant completes the Project Work Plan template with all required information, including objectives related to coordinating food- and garden-based hands-on learning and play opportunities for young children; procuring California grown or produced, whole or minimally processed foods for incorporation into meals, snacks, taste tests, and/or food boxes for young children; and offering farm to ECE technical assistance and/or peer learning spaces to ECE staff, ECE teachers, and/or ECE families. All information clearly aligns with the Project Narrative. The "Performed By" column includes all Project Team members and contractors, thus demonstrating a shared distribution of responsibilities. **3 points:** Applicant completes the Project Work Plan template with all required information, including objectives related to each of the topics noted above. All information somewhat clearly aligns with the Project Narrative. The "Performed By" column includes all Project Team members 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 Team members and contractors.
TOTAL	**__/25 points**

2022 CALIFORNIA FARM TO SCHOOL INCUBATOR GRANT PROGRAM
Track 3 Application Questions & Review Criteria
California Department of Food and Agriculture

Page **13** of **19**

Healthy, Equitable, Resilient Food System: 20 points available

Application Questions	Review Criteria
(22) **Funding Priorities:** As part of your grant project, do you plan to procure from food producers in California who are any of the following? Please check all that apply. (a) Small to midsize food producer *(i.e., operation's average gross cash farm income during the previous three-year period is no more than $750,000)* (b) Veteran food producer *(i.e., 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)* (c) Socially disadvantaged food producer *(i.e., 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)* (d) Limited-resource food producer *(i.e., operation is at least 50% owned by one or more limited-resource farm households, according to this tool)* (e) Food producer who uses climate smart agriculture practices *(i.e., 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*	**Small to midsize food producers: __/6 points** • **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. **Veteran, socially disadvantaged, and/or limited-resource food producers: __/6 points** • **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. **Climate smart food producers: __/6 points** • **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

2022 CALIFORNIA FARM TO SCHOOL INCUBATOR GRANT PROGRAM
Track 3 Application Questions & Review Criteria
California Department of Food and Agriculture

Page **14** of **19**

Application Questions	Review Criteria
Enhancement and Efficiency Program (SWEEP), including but not limited to cover cropping, no or reduced till, hedgerow plantings, compost application, and prescribed grazing) (f) Food producer who is certified organic or transitioning to certified organic (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 (h) None of the above (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] (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 procurement work and producer partners in one or more of these areas. [Word Limit = 100]	describes a detailed plan to partner with producers who meet the criteria. • **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. **Current Practices: __/2 points** • **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
(25) **Project Reporting and Evaluation:** Do you agree to do all of the following if awarded a grant? Please note that the	**Project Reporting and Evaluation: Complete? Yes/No**

2022 CALIFORNIA FARM TO SCHOOL INCUBATOR GRANT PROGRAM
Track 3 Application Questions & Review Criteria
California Department of Food and Agriculture

Page **15** of **19**

Application Questions	Review Criteria
reporting and evaluation activities below are required of all Track 3 grant recipients in this program. Please email cafarmtoschool@cdfa.ca.gov if you have any questions about these activities. - **Pre-Survey:** Submit a pre-survey to the CDFA at the beginning of the grant term to summarize and quantify pre-project farm to ECE activities - **Regular Financial Reporting:** Submit regular financial reporting that documents project costs to the CDFA, which includes completing the CDFA food procurement worksheet when invoicing for food procurement costs - **Farm-Level Data:** If applicable, request farm-level data and velocity reports from distributors and make efforts to include farm-level data when completing the CDFA food procurement worksheets. 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 - **Annual Procurement Check-in:** Submit data to the CDFA annually regarding California food procurement practices for the duration of the grant and the following year after the end of the project term - **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	• Applicant must agree for the CDFA to consider the application complete, as these are required activities of this grant program.

2022 CALIFORNIA FARM TO SCHOOL INCUBATOR GRANT PROGRAM
Track 3 Application Questions & Review Criteria
California Department of Food and Agriculture

Page **16** of **19**

Application Questions	Review Criteria
representative or external designee for this grant program	

Project Viability: 10 points available

Application Questions	Review Criteria
(26) **Budget/Narrative:** Please complete and upload the budget worksheet provided in the online application portal and on the California Farm to School Incubator Grant Program website. Please ensure that your proposed project costs are allowable according to the Track 3 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. (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] (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]	**Budget/Narrative: __/8 points** • **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. **Grant Administration and Accounting: Complete? Yes/No** • Applicant must respond to question 27 for the CDFA to consider the application complete. **Program Income: Complete? Yes/No** • Applicant must respond to question 28 for the CDFA to consider the application complete. **Sustainability Plan: __/2 points** • **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

2022 CALIFORNIA FARM TO SCHOOL INCUBATOR GRANT PROGRAM
Track 3 Application Questions & Review Criteria
California Department of Food and Agriculture

Page **17** of **19**

Application Questions	Review Criteria
(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]	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. • **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
(30) **Procurement and Hands-on Learning Project Team Members:** Please upload a letter of support from a person or entity supporting the food procurement aspect of the project and a person or entity supporting the hands-on learning and play aspect of the project. This should align with the project team member(s) you identified in question 5 to fulfill these roles. NOTE: If one person or entity is fulfilling both roles, they may submit one letter of support rather than two and should include a brief explanation in the letter regarding why they are fulfilling both roles. Letters must include an endorsement of the project and description of how the project team member will support the project. (31) **ECE Provider Partners:** If you are a farm to ECE support organization, please upload letters of support from at least	**Letter(s) of Support: Complete? Yes/No** • Applicant must include a letter of support from the project's procurement and hands-on learning project team members, as indicated in question 30, for the CDFA to consider the application complete. Each letter must include an endorsement of the project and description of how the project team member will participate. • [If applicant is a farm to ECE support organization] Applicant must include letters of support from at least two ECE provider partners named in question 11a for the CDFA to consider the application complete. Each letter must include an endorsement of the project and description of how the provider will participate. • [If applicant is a child care center that named ECE provider partners in question 11b] Applicant must

2022 CALIFORNIA FARM TO SCHOOL INCUBATOR GRANT PROGRAM
Track 3 Application Questions & Review Criteria
California Department of Food and Agriculture

Page **18** of **19**

Application Questions	Review Criteria
two ECE providers that this project will serve (see question 11a). If you are a child care center and are partnering with other ECE providers to serve their students through this project in addition to your own students (see question 11b), please upload a letter of support from each of those providers. Letters from ECE provider partners must include an endorsement of the project and description of how the provider will participate.	include a letter of support from each ECE provider partner named in question 11b for the CDFA to consider the application complete. Each letter must include an endorsement of the project and description of how the provider will participate.
(32) **(Optional) Additional Letters of Support:** You may upload additional letters of support if you would like. Please note that this is optional. NOTE: Please combine all additional letters into one single document to upload.	

(33) **(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**

2022 CALIFORNIA FARM TO SCHOOL INCUBATOR GRANT PROGRAM
Track 3 Application Questions & Review Criteria
California Department of Food and Agriculture

Page **19** of **19**