



## **2023 BGF Garden Grant Application**

Thank you for your interest in building school gardens and supporting healthy food education in San Diego County. Since 2015, Berry Good Food has awarded more than \$65,000 to local school garden projects and our nonprofit organization is excited to continue the program for the 2023-24 school year.

### **Eligibility Requirements**

1) Must be a school garden growing fruits, vegetables, herbs, grains, etc., and located on the grounds of a K-12 school (public, private, charter, elementary, middle, high) in San Diego County.

~ OR ~

2) Must be a 501(c)(3) nonprofit organization working in partnership with a K-12 school.

Required: Memorandum of Understanding (signed agreement) between nonprofit and school.

Applications that do not meet the eligibility criteria, lack the required documents, or are submitted past the stated deadline will not be considered. Items not funded by grants: Cameras, computers, salaries, stipends, field trips, and transportation.

### **Important Deadlines**

BGF Garden Grant applications must be received by October 29th, 5pm PST, by emailing the signed application and all requested supporting documents to [GardenGrants@BerryGoodFood.org](mailto:GardenGrants@BerryGoodFood.org).

Project coordinators may be contacted by the BGF team to arrange a site visit.

BGF Garden Grant awards will be announced on November 24th, 2023.

# Grant Award Details and Educational Resources

Berry Good Food is offering two levels of grant awards:

- BGF Seeds for the Future Grant (up to \$1,500 per award)
- BGF Impact Grant (up to \$10,000 per award)

While many factors will be considered in selecting grant recipients, projects that advance a healthier, more just food system and create positive change for the community at large will be strong candidates. Projects that serve Title 1 schools, serve food-insecure communities, or can demonstrate a direct meaningful impact on under-resourced neighborhoods will be prioritized.

BGF is also offering 5 educational resources that grant applicants can request as part of their application:

- 1) Two-hour expert-led class for children at the garden project about gardening techniques (\$250-\$400 value)
- 2) Two-hour expert-led class for children at the garden project about photosynthesis with BGF's "Seeds for the Future" workbook (\$250-\$400 value)
- 3) Two-hour expert-led class for children at the garden project learning to cook with fresh produce (\$250-\$400 value)
- 4) Two-hour expert-led consultation on establishing a new garden (\$300 value)
- 5) Two-hour clean-up of a garden by BGF volunteers (\$500 value)

I have read and understood the above.

Print name \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

# Contact Information

School or Organization name: \_\_\_\_\_

If you are a 501(c)(3), your IRS-issued federal tax ID number: \_\_\_\_\_

Primary Contact name: \_\_\_\_\_

Primary Contact phone number: \_\_\_\_\_

Primary Contact email: \_\_\_\_\_

Organization street address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Principal name and contact info: \_\_\_\_\_

Website or social media links connected to the garden project (Instagram/Facebook/etc. handles):

\_\_\_\_\_

Has your project secured any other funding? If so, please describe.

\_\_\_\_\_

\_\_\_\_\_

If awarded a grant, to whom should BGF make out the check?

\_\_\_\_\_

# Garden Project Narrative

Please address the following in order, in 2 pages or less.

- 1) Brief description of your garden project, including title if applicable.
- 2) What are the primary educational objectives of your project?
- 3) How will this project support the understanding of edible gardens and eating healthy, and/or advance a healthier food system?
- 4) Please describe the population that will primarily be engaged in this project (ages, number of students, number of student family members, club, etc.) Required for BGF Impact Grant (up to \$10,000) consideration: How you will verify the number of people impacted by your project?
- 5) How do you plan to evaluate the effectiveness of your efforts? Required for BGF Impact Grant (up to \$10,000) consideration: Please list 3-5 SMART goals (Specific, Measurable, Achievable, Relevant and Time-Bound) for evaluating the effectiveness of your efforts.
- 6) If this grant is funding a garden project, please answer the questions below:
  - a) Who is primarily responsible for your garden and/or project?
  - b) Describe what onsite support exists within the school for this garden and/or project.
  - c) List any additional partners from the general community, if applicable.
  - d) What process is in place to ensure continuity of the garden program? (Mentorships, succession plan, summer or temporary school closure oversight, integration into classroom curriculum, parent group)
- 7) If you are interested in any of the 5 educational resources offered by BGF this year, please indicate which one(s) and include a brief explanation of why they would be beneficial to your project or the population it supports.

# Required Documents for Application Submission

**Please read all instructions carefully.**

**The entire grant application, with attachments, should not exceed 9 pages.**

- 1) Your signature on Page 2 indicating that you understand the eligibility requirements, application submission deadlines, and award details
- 2) Completed Contact Information (Page 3)
- 3) Project Narrative (Page 4)
- 4) Project Budget that indicates the amount of financial support you are seeking and a breakdown of how you plan to utilize the funds
- 5) Letter of Support for your garden project signed by the principal and presented on school letterhead
- 6) Garden photos: Submit 1-4 photos of your garden space. You may also scan a diagram of your garden's dimensions and layout. New garden projects must provide photos of the existing space as well as a proposed layout. If you provide photos with students in them, please ensure you have a release form signed by a parent or guardian.