# FY23-24 Application

## ORGANIZATION INFORMATION

**Organization Name:**

**Organization Address:**

**We require all of our awardees to provide us with general information about how the award funds were used, how they impacted your Organization, and how they impacted the regional food supply chain and/or increased access to healthy food. If selected as an awardee do you agree to provide this information?**

- ☐ Yes
- ☐ No

In general, requirements for reporting items will be related to your responses around the Qualitative and Quantitative aspects of your application which we will gather from you below.

Please be aware that we will not be accepting any applicants that are not willing to complete our post-award survey and reporting requirements.

**Which of the following category(ies) does your Organization fall into:**

- ❑ Political Subdivision of the State
- ❑ Indian nation, tribe and/or pueblo
- ❑ For-profit business enterprises (including a corporation, limited liability company, sole proprietor, public benefit corporation, social enterprise)
- ❑ Cooperatively-owned businesses
- ❑ Tax-exempt nonprofit corporations
- ❑ Small farmers/ranchers with gross cash farm income under $250,00 are eligible (commercial and noncommercial farms)
- ❑ Other (please describe)

**Please select one or more of the following eligibility criteria that apply to your project (see definitions below):**

- ❑ Predevelopment
- ❑ Brick and Mortar Facility Development
- ❑ Other capital needs
- ❑ Consumer Packaged Goods
- ❑ Agriculture-Only Project
- ❑ Other soft cost
- ❑ None of the above

## CONTACT INFORMATION

**Are you the primary project contact?**

- ☐ Yes
- ☐ No

**Primary contact Phone Number:**

## PROJECT INFORMATION

**Project Name:**

**Project Location:** Please identify the Underserved Community the project will serve and where the project will be located.

**Project Primary Location Address:**

**Are there additional project locations?**

- ☐ Yes
- ☐ No

**Please select the County your Project will be located in. If your project will be taking place in multiple counties, select the county your project will PRIMARILY be located in:**

**Please select the category your Project will address:**

- ❑ Food Retail (e.g. grocery stores, farmers' markets, co-operatives, mobile grocery projects)
- ❑ Processing/Value-added Products (Meat, Fruit, Vegetables, Dairy, Grain, Other)
- ❑ Aggregation/Distribution/Transportation (e.g. Food Hubs, cold/dry storage)
- ❑ Production (e.g. Farmers, Ranchers, co-operatives, non-profit production, hydroponic/aquaponic)

**Briefly describe the applicant organization, its ownership or management structure, size, and relevant project partners including supplier or buyer relationships and/or community partnerships as applicable. Please describe the applicant organization's and/or project partners' experience relevant to the**

**success of developing and operating the proposed project. (300 Words Max. Do not include hyperlinks.)**

**Projects must be directed to Underserved Communities. Please include brief demographics, including a reasonable approximation of the number of individuals who will benefit from the project, as well as geographic characteristics of the area or population involved with or to be served by the proposed project. Also include the critical elements and challenges to residents in these communities. (700 Words Max. Do not include hyperlinks.)**

Underserved Communities include, but are not limited to, for the purposes of the HFFF:

1. Communities and populations served through the NM Grown Program. These vulnerable populations include children, elders, and families that are served through institutions participating in NM Grown, e.g. schools, senior centers, and early childcare facilities.
2. Low- to moderate-income residents, with limited access to healthy fresh fruits, vegetables and proteins, and/or eligible for SNAP, WIC, and other nutrition incentive programs.
3. Underserved Communities in both urban and rural areas are eligible.

## PROJECT SUMMARY

**Please provide a brief narrative description of the project for which you are requesting a grant. Project Summary (700 Words Max. Do not include hyperlinks.)**

**The narrative should include the following elements:**
- Project proposed, including brief overview of business model and description of sustainability of operations, need for grant assistance, and sources of revenue, and whether this is a new project or expansion of existing operation.
- Why HFFF support is necessary to allow the project to move forward?
- Why is HFFF support and this project important or catalytic to other goals of the organization?
- Description of how the project fits within your organization's larger mission and other planned activities over the next 12-24 months.
- Please describe any partnerships, commercial relationships or existing contracts that are relevant to this project.

## PROJECT TIMELINE

**Provide an overview of your project timeline, including current status, key milestones and key factors determining project feasibility and success. (200 Words Max. Do not include hyperlinks.)**

## PROJECT IMPACT

**Please identify how any or all of the following six project impact priority areas are achieved through your proposal. Priority points will be awarded during application review based on your answer. Please describe the relevant metrics of success for each area, including measures, metrics and/or other quantitative aspects. Project Impact (1,000 Words Max. Do not include hyperlinks.)**

**Priority Point Categories:**

- Projects that are led by individuals who are from historically marginalized communities including communities of color, Tribal communities, under-served areas with low- and moderate-income populations, indigent persons, rural communities, urban food deserts, and veteran-, women-, and "socially disadvantaged-" owned businesses.
- Projects that increase access to food for historically marginalized communities including communities of color, Tribal communities, under-served areas with low- and moderate-income populations, indigent persons, rural communities, urban food deserts, and communities and populations served through the NM Grown program including children, elders, and families that are served through institutions such as schools, senior centers, and early childcare facilities/
- Projects addressing workforce development/training and/or creation or retention of jobs in the food/agricultural retail or supply chain.
- Projects involving capacity building of small and mid-scale food and agricultural operations to access strengthened market channels, including direct to consumer retail, wholesale and institutional sales.
- Projects involving capacity building in the regional food supply chain networks for food safe storage/aggregation, distribution and transportation.
- Projects implementing regenerative practices, including but not limited to water conservation, soil restoration, and/or investment in the ability of the project to produce food in culturally appropriate and environmentally sustainable ways.

## BUDGET

**Grant award amounts may be from $20,000 to $100,000. Budgets will be reviewed and may be adjusted for allowable costs and reasonable uses of funds. Please**

**include up to two lower alternate amounts that would still enable aspects of your project to be implemented as awards may not be made up to the requested amount.**

- Grant Amount Requested
- Alternate Amount #1
- Alternate Amount #2

Please upload a detailed budget for your HFFF project grant request AND a detailed budget for alternate budget if applicable. The budget(s) should be itemized and presented as a table or spreadsheet. Acceptable file types: .csv, .doc, .docx, .odt, .pdf, .rtf, .txt, .wpd, .wpf, .gif, .jpg, .jpeg, .png, .svg, .tif, .tiff

**If HFFF grant funding is part of a larger set of funding sources, please describe what the grant will support within the project funding structure, as well as the source of other funding or financing, and the status of other funding sources. (250 Words Max. Do not include hyperlinks.)**

**Budget Narrative - Describe with some detail how the elements of your budget support your capacity to achieve the goals of your proposed project. Please also include how you arrived at the budget figures (such as quotes, estimates, or comparable figures) (500 Words Max. Do not include hyperlinks.)**

**If we are not able to fund your project in this initial round of pilot funding, are you interested in (select as many as apply):**

- ❑ Being notified of any future funding opportunities through the New Mexico EDD.
- ❑ Receiving more information about state and federal grant funding in general.
- ❑ Receiving technical assistance or follow-up to support your project.

**OPTIONAL: Would you be interested in more information about USDA Rural Energy for America Program (REAP) Loan & Grant Funding?**

- ❑ Yes
- ❑ No

*By choosing "Yes", you agree to allow New Mexico EDD to share your contact information with U.S. Department of Agriculture Rural Development

**What does this Program do?**
The program provides guaranteed loan financing and grant funding to agricultural producers and rural small business for renewable energy systems or to make energy efficiency

improvements. Agricultural producers can also apply for new energy efficient equipment and new system loans for agricultural production and processing.

**How can the funds be used?**
Funds can be used for renewable energy systems such as: biomass, geothermal for electric generation, hydropower, hydrogen, small/large wind generation, small/large solar generation, ocean (tidal, current, thermal generation.

Funds also can be used to buy, build, and install efficiency improvements such as: HVAC, insulation, lighting, cooling/refrigeration units, doors/windows, electric solar, or gravity pumps for sprinkler pivots, switching from diesel to an electric irrigation motor, replace of energy-inefficient equipment.

Agricultural producers can also use guaranteed loan funds to install energy efficient equipment and systems for agricultural production or processing.