2020 Lake County Community Food Systems Micro-grant Program

Request for Proposals

Date Issued: Monday, Feb. 10, 2020
Deadline: Monday, March 23, 2020
Contact: Shannon McBride
Shannon@libertyprairie.org
847-548-4062 Ext. 12
The Liberty Prairie Foundation is committed to supporting innovative local food projects in Lake County. Across the county, nonprofit organizations, schools, churches, civic groups, and others are engaged in dynamic work to improve their communities through food. Groups are addressing hunger relief, are using food and agriculture as job skills training opportunities, and are engaging communities in health and wellness initiatives through food.

The Foundation’s Micro-grant Program supports projects that are using food as a catalyst for change, whether by relief efforts, entrepreneurial opportunities, education, and more. Examples of projects include, but are not limited to: growth and distribution of local, fresh produce in an underserved community, gardening education, community gardens, food pantry gardens, school gardens, season extension, and agriculture-related job training programs.

This program provides grants ranging from $500-$2,500. Eligible applicants must be a 501(c)3 organization, educational institution, or government entity located within Lake County, Illinois. Funds may be used for staff costs, equipment, infrastructure, and other related activities. This funding cycle, the Liberty Prairie Foundation and The Lake County Community Foundation have partnered to provide a $15,500 pool of funds.

About the Liberty Prairie Foundation

The Liberty Prairie Foundation (LPF) is a 501c(3) private operating foundation located in Grayslake, Illinois. We work across the region in issues affecting our local food system by incubating and mentoring beginning sustainable local food farmers, educating and inspiring youth, connecting farmers with land, and shaping policy that affects our local food system. The Foundation owns and is headquartered at the Prairie Crossing Farm, a working organic farm nestled inside Prairie Crossing, a nationally recognized conservation community. The Foundation operates several programs, both on and off the farm.

Eligibility and use of funds

Eligible applicants must be:

1) A nonprofit 501(c)3 organization, educational institution, or government entity located within Lake County, IL.

2) Pursuing a local food project that benefits a local community or broader Lake County.

Selection criteria

Applications will be assessed based on several factors, including:

• A thorough description of the need the project seeks to address.
• Clearly articulated project goals and outcomes.
• Whether projects have the potential to make a measureable impact on local food availability in Lake County, or on specific communities and neighborhoods.

Submission

Applications are due by midnight on Monday, March 23. Please send materials to Shannon McBride at Shannon@libertyprairie.org. Grants will be awarded by late April.

Right to reject

The Liberty Prairie Foundation reserves the right to reject any or all proposals submitted; reject a proposal that does not include all required materials; adjust deadlines; and request additional information from applicants. Submission of a proposal does not guarantee funding from the Liberty Prairie Foundation.
Grant Application

Organization Information
In a separate document, please answer the following questions:
Organization name:
Contact person:
Address:
Email:
Phone number:

Grant request
Provide the amount of funds requested ($500-$2,500) and the expected dates that the funds will be used (start and end dates).

Previously funded projects
If you were a 2019 grant recipient, please describe precisely how you spent the 2019 funds. Please be specific, but succinct. Include an estimate of the number of people served and describe your project outcomes. Pictures are always welcome (please email them to Shannon@libertyprairie.org). If you have received funding for consecutive years, additionally describe how the continued funding has benefited your community. Please list all years for which you received the LPF Micro Grant.

Project narrative
1) Please provide a brief description of the project and include how the funds will be used.
2) Explain how this project will contribute to Lake County’s local food system and specifically how it will impact your local community.
3) What are the short-term and long-term goals of the project? How will you achieve these goals?
4) Please describe the project’s target population.
5) Describe community partnerships in place that will help the project succeed.
6) Explain the sustainability of the project both in fiscal and personnel terms.

Project budget
List project revenue and expenses in a line item budget. For expenses, list categories for: personnel, equipment, supplies, travel related expenses, facilities, and other (please specify expenses listed under “other”). Also, include an organizational budget.

Project evaluation and reporting
How will you conduct project evaluation?

***** Please include your organization’s most recent Federal Tax Exempt *****
Status 501(c)3 determination letter from the Internal Revenue Service.