



WELCOME!

- Please introduce yourself in the chat as you settle in! Name, preferred pronouns, and what organization/school/town you're with
- Please stay muted while the presentation is going on- there will be time for questions at the end. Please put questions in the Q & A box as you think of them, as many as possible will be addressed at the end.
- This session is being recorded.
- This presentation and recording will be posted to the grant webpage at www.CTGrown.gov/grants > CT Grown for CT Kids



**A new statewide Farm to
School grant program
administered by the CT
Department of Agriculture**

Logo design by Becca Toms, UConn
Extension



The Story of the Grant Program

- Advocated and championed by the CT Farm to School Collaborative. Passed in the 2021 legislative session
- State statute: CT Grown for CT Kids Grant
- Funded by ARPA (American Rescue Plan Act) \$500,000 divided between two years
- Working with CT Department of Education and many other partners to do outreach
- Info about the Farm to School Collaborative visit www.ctfarmtoschool.org. Meeting next Wednesday at 9:30 am, information will be sent out to registrants

Grant Purpose & Eligibility

Assist development and enhancement of farm-to-school programs that will increase the availability of local foods in child nutrition programs, allow educators to use hands-on educational techniques to teach students about nutrition and farm-to-school connections, sustain relationships with local farmers and producers, enrich the educational experience of students, improve the health of children in the state and enhance the state's economy.

The following entities are eligible to apply:

- Local or regional board of education
- Regional educational service centers
- A cooperative arrangement pursuant to section 10-158a of the general statutes
- Childcare centers, group childcare homes and family childcare homes as such terms are described in section 19a-77 of the general statutes
- Any organization or entity administering or assisting in the development of a farm-to-school program CT DoAg encourages school districts with pre-school programs to include those programs in their project.

Awarding Priorities

- 1) Applicants located in [alliance districts](#) and/or who are providers of [school readiness programs](#) (early childhood)
- 2) To fund applicants who demonstrate a broad commitment from school administrators, school nutrition professionals, educators, and community stakeholders.
 - In the grant narrative, applicants are requested to describe both the support that they have for the project and detail how input was gathered to formulate the idea. Additionally, applicants are allowed to submit up to three letters of support, a template is provided on the grant webpage.
 - If the applicant is not a school/district, then a partnership agreement from the school administration the applicant proposes to work with must be submitted. A template is provided for this on the grant webpage.


Funds and Payment

- The amount awarded to any applicant through the CTG4CTK Grant shall not exceed \$24,999.
- Combined employee salary and fringe paid to execute and directly administer the project cannot exceed 25% of grant funds requested, or no more than \$6,250.
- A 50% cash advance upon contract execution can be requested. The balance is paid, and expenses are reimbursed, upon project completion and submission of final report with documentation. Incomplete projects cannot be reimbursed.
- Please read the full guidance document for a list of ineligible expenses
- Projects must be completed within 18 months of contract execution.
- Application Deadline: December 20, 2021 at 4:00pm



Grant Categories

We've broken down the grant into four categories projects can be under:

- Infrastructure
 - Experiential Learning Opportunities
 - Farm to School Planning
 - CT Grown Purchasing Program
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Grant Categories: Infrastructure

- Purpose: This grant category provides financial resources to cover infrastructure costs associated with projects that would create and/or further a long-term farm to school program. Multiple pieces of infrastructure can be included in a proposal.

Examples of Projects in this category:

- Kitchen processing equipment such as a blast chiller, industrial chest freezer, vegetable slicing equipment, etc.
- Materials and installation for a school garden. This could include, but is not limited to, materials for raised bed construction.

Grant Categories: Experiential Learning Opportunities

- Purpose: This grant category provides financial resources to cover costs of development and/or implementation of farm to school learning opportunities which can be for students, educators, and food service staff among others as outlined in the statute.

Examples of Projects in this category:

- Curriculum design and/or implementation of lessons to integrate a school garden into classroom learning
- Hands on culinary and nutrition education and taste testing with CT Grown products.
- Agricultural education and experiences such as farm field trips, gleaning on farms, stipends to bring a farmer to the classroom.
- Professional development and skills training for food service staff in how to process and prepare fresh food. 25% of grant funds could go towards paying staff for attendance at trainings.

Grant Categories: Farm to School Planning

- Purpose: This grant category provides funding for applicants to undertake a farm to school planning process incorporating components of classroom education, CT Grown procurement, and engagement with the community for input. Applicants must demonstrate clearly how they will involve stakeholders such as students, school administration, educators, school nutrition professionals, parents, etc. in their process and create a plan with actionable steps. Funding requests should be proportional to the scope of your plan, depth of community engagement, and size of population served.

Examples of Projects in this category:

- [Example of a simple action plan](#)
- [Example of a detailed action plan](#)

Grant Categories: Pilot CT Grown Purchasing Program

- Purpose: This grant category provides funding for the purchase of whole and/or minimally processed CT Grown products and the development of a purchasing program with CT producers. Grant funds will cover 50% of purchase price of CT Grown products, the remaining 50% must be covered by the applicant. Applications in this category that are submitted with support of a producer(s) that the school will source from will be prioritized.
- Please reach out if you would like help connecting with a producer!
- Applicants are strongly encouraged to incorporate engaging educational and marketing activities. Resources for this are available from [Put Local on Your Tray](#) and others.



Technical Assistance

- Grantees will have additional training on requirements once contracts are executed. Which will include:
 - Being matched with an advisory board member(s) to work with throughout the project's lifetime to receive support and technical assistance as needed.
 - Attending at least one convening with other grantees during the duration of the project for networking and resource sharing. Virtual format or in person TBD.



Where to find all information?

www.CTGrown.gov/grants and click on CT Grown for CT Kids Grant or direct link is <https://portal.ct.gov/DOAG/ADaRC/ADaRC/CT-Grown-for-CT-Kids-Grant-Program>

Please read the complete guidance document

How to Apply

- Please read the Application Instructions linked on the grant webpage. Feel free to reach out with any questions.
- Pay attention to the uploads!

Important Documents for Application Submission

[Grant Budget, Budget Narrative, and Timeline workbook](#) 

[Template Letter of Support](#) 

[Template Non-School Applicant Partnership Letter](#) 

[W9 Form](#) 

[State Vendor Form](#) 

A Complete Application Includes

- Required:
 - 1. Excel Workbook with completed Budget, Budget Narrative, and Timeline. Template should be downloaded from the DoAg Webpage and then uploaded to your application as an attachment.
 - 2. Partnership agreement letter from school/program administration if the applicant is not the school. Template should be downloaded from the DoAg Webpage and then uploaded to your application as an attachment.
 - 3. If applicable, estimates/quotes for services and infrastructure uploaded to your application as attachments. ,
- Optional:
 - 1. Up to three letters of support demonstrating that there is support for this effort from applicable stakeholders such as school administration, school nutrition professionals, educators, producers, and community stakeholders. Template should be downloaded from the DoAg Webpage and then uploaded to your application as an attachment.
 - 2. Any additional conceptual drawings, stories, videos the applicant would like to share related to the project uploaded to your application as an attachment.

[illegible]

Excel Workbook

Project Evaluation

- The CTG4CTK is a competitive grant. Only complete applications which are submitted on time, will be evaluated.
- Applications will be evaluated by an appointed advisory board after an administrative review by DoAg. Advisory board members are ineligible to receive a grant award.



The Timeline

- Applications due December 20, 2021
- Advisory Board will review in January 2022
- Awards would be announced in February 2022
- Contracts written in March 2022
- Contracts Start April 1, 2022*
- Second round open in August 2022

*Please have all project activities/expenses set to begin April 1 or after



An abstract composition of various geometric shapes. In the top left, a green-outlined triangle points right. To its right is a solid blue circle. Below the triangle is a blue-outlined circle. In the center is a large orange semi-circle. To the right of the semi-circle is a vertical yellow dashed line. In the bottom left is a large solid orange circle. To its right are four short, curved yellow dashed lines. In the bottom right is a green-outlined square.

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2021

FARM TO SCHOOL GRANT COACHING

Funding Opportunities:

- **CT Grown for CT Kids Grant**
(due 12/20/21)
- **USDA Farm to School Grants Program**
(due 1/10/22)

45-MINUTE COACHING SESSIONS AVAILABLE USING THE FOLLOWING LINK

SIGN UP

Successful grant-writing takes a compelling idea + a reasonable budget + a winning package. Get help answering these 3 questions:

- Is this the right fit for my idea?
- Does the math work?
- What are all the pieces needed for my application?

Coaching by Jiff Martin, UConn Extension Educator, with 10+ years of grant-writing experience plus a strong base of knowledge of farm to school programming.

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HEALTH AND NATURAL RESOURCES

EXTENSION

Need help with your CTG4CTK grant applicant or the USDA Farm to School grant?

Signup for 45-minute coaching sessions with Jiff Martin of UConn Extension

Link to sign up for a session [HERE](#)

****For any eligibility questions or for help submitting applications using the grant portal and the required attachments, please contact Cyrena at DoAg**

Questions?

- This PowerPoint and recording will be made available after the webinar on the [CTG4CTK Grant Page](#)
- For further questions reach out to Cyrena.Thibodeau@ct.gov or 860-895-3094
- Check out CT WNPR, [Where We Live](#) to hear some backstory on the program and hear from a few CT schools!

