

City of Cincinnati Urban Agriculture Program Funding Application 2018

Due by Monday, October 15, 2018 by 5:00 p.m.



Completed applications (with signature) must be submitted by **Monday, October 15, 2018 by 5:00 p.m.** Please complete the General Information Section below and the appropriate Section depending on the project- (Section 1) funds for a grower on a new or established site, OR (Section 2) funds for an Aggregating Distributor (Food Hub). The budget section must be completed for each project, itemized, with supporting documentation (cost estimates, quotes, etc.), and provided **in order of priority**. A brief narrative regarding the project must also be included, explaining the project, the problem or opportunity and impact of the project on the local food system. Also, please provide information on how the City funding relates to your overall budget. Incomplete applications will not be considered.

Email the completed application to robin.henderson@cincinnati-oh.gov. If you need assistance beforehand, please feel free to contact Robin at (513) 352-5340 or via email. Please make sure to review the accompanying Program Criteria and Funding Guidelines before completing this application and submitting your request.

GENERAL INFORMATION SECTION – PLEASE COMPLETE THE FOLLOWING:

Date _____

Organization Name _____

Organization Address _____

Status (check one): Non-profit _____ For-profit _____ Other _____

Primary Contact Person/Title _____

Contact Info: Phone (Day) _____

Cell _____

Email _____

By submitting this application, I am agreeing that all funds will be used as proposed, unless there is prior approval for a change from the City of Cincinnati. I also am agreeing to the Program Criteria and the Funding Guidelines, and that the organization meets the criteria of eligibility. Unless otherwise informed, ALL invoices will be submitted to the City of Cincinnati no later than 5/31/2019. A brief report will also be submitted, outlining the impact of the funds, no later than 5/31/2019. If receipts or the report are not submitted by 5/31/2019, the City reserves the right to revoke any award made.

_____ (signature)

_____ Name/ Title

Application Check List:

- Review Criteria and Funding Guidelines _____
- General Information Section completed _____
- Option Section 1 or 2 completed (Select based on project) _____
- Budget Sheet and Back up Information _____
- Narrative _____

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PLEASE COMPLETE EITHER SECTION (1) OR SECTION (2)

(Section 1) AGRICULTURAL GROWING/PRODUCTION SITE FUNDING ONLY

Site Neighborhood: _____

Location/Address of site: _____

Please indicate type of project: Garden / Farm _____ Pocket Park with edible landscaping _____

Please indicate one of the following: New Project _____ Established Project _____

Please indicate one of the following: Own _____ Lease _____

Requesting Acquisition Expenses: Yes _____ No _____

Have you conducted soil testing for lead? Yes _____ No _____

If yes, did results reveal concerns? Yes _____ No Concerns _____

If there are concerns with lead levels, please describe the concerns and what steps you took or plan to take to remedy any issues _____

If no to sampling, do you plan to test the soil? Yes _____ No _____

If yes, when? Date _____

Have you received funds from the City's Urban Agriculture Program previously?

Yes _____ No _____

Amount Requested in this application: \$ _____

(Section 2) AGRICULTURAL AGGREGATED DISTRIBUTION (FOOD HUB) SITE FUNDING

ONLY:

How many farmers participate in your distribution? _____

How many of those farms/gardens are within the City of Cincinnati? _____

How many food artisans working within Cincinnati receive food from your hub, or distribute their products through your hub? _____

How many distribution sites do you currently have in the City of Cincinnati? _____

How many wholesale accounts in the City of Cincinnati receive food from your hub? _____

Amount Requested in this application: \$ _____

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BUDGET SHEET URBAN AGRICULTURE FUNDING REQUEST

Eligible Funding Expenses for AGRICULTURAL PRODUCTION/GROWING (Garden or Farm) sites:

- Site Improvement (e.g., soil testing, soil, compost, cover crops, etc.)
- Growing needs (e.g., plants, seeds, tools, hoses, beds etc.)
- Infrastructure (e.g., water access, fencing, season extenders, etc.)
- Lot acquisition (expansion, purchase of vacant lot)*
 * Some new site projects are subject to a different reimbursement process and timeline.

Eligible Funding Expenses for AGRICULTURAL AGGREGATED DISTRIBUTION (Food Hub) sites:

- Infrastructure/Equipment (e.g., racking/shelving, pallet jack, plastic pallets, reusable crates, packing material, fork lift, large dollies, etc)
- Supplies (e.g., storage containers, liners, carts, tables, scales, bags, etc.)
- Marketing Materials (e.g., postcard mailers, local food stickers and magnets, truck decals, signage, social/print/radio ads, etc.)

Specifically identify the expenses below and please attach copies of cost estimates or quotes to the budget sheet.

ITEM	Description of Use	Cost
TOTAL REQUEST**		
**Sales tax reimbursement is not eligible for funding		

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NARRATIVE PAGE