FARM TO SCHOOL GRANT PROGRAM 2026
RFP #0378
SFS # AGM01-FTS26

Program Specific Questions

A. **Project Description** (20 points)

Provide a clear, concise description of your project including:

1. A description of the school(s), districts, and number of students that will be involved? (5 pts)

2. How the project addresses the increase in volume and variety of New York State farm products procured by schools for inclusion in school meal programs? (10 pts)

3. What are the anticipated positive impacts on New York State farmers and students? (5 pts)

B. **Plan of Work** (25 points)

Describe your plan of work for the project including:

1. What is the plan of work, including a timeline? (5 pts)

2. What specific tasks are involved in the project? (5 pts)

3. Who is responsible for completing each task? (5 pts)

4. When will the tasks occur on the timeline provided? (5 pts)

5. How will farm to school activities will be sustained after the grant ends? (5 pts)

C. **Reasonableness of Cost/Budget** (20 points)

What is the total budget for the project ($50,000- $150,000)? Briefly describe how these costs have been determined:

1. Are the project costs reasonable for the proposed activities? (10 pts)

2. Is the project impact proportional to the budget? (10 pts)

D. **Project Benefits** (25 points)

Describe the project's benefits by providing baseline and projected increases to the following measures (if you have not completed an initial assessment use a baseline of 0):

1. Baseline ($) amount of New York State farm products purchased in the last year and projected increase in dollar amount of New York State farm products procured by the end of project. (5 pts)

2. Baseline and projected percent increase in the availability of New York State farm products on the menu. (5 pts)

3. Baseline and projected percent increase in the number of farmers, producers, distributors and/or food hubs supplying New York State farm products to schools. (5 pts)

4. Baseline and projected number of students educated about New York State farm products. (5 pts)

5. Describe any other anticipated project benefits. (5 pts

E. **Key Personnel.** (5 points)

Who will be doing the project work? Describe the project team, including people supported by the project budget and those providing in-kind support. What degree of experience do the key persons involved in the project have in grant administration, school food procurement, school wellness committees, developing and fostering project partnerships and/or conducting outreach to New York State farmers?

F. **Outside Support.** (5 points)

Describe the level of support from the school or school district, project partners, farmers etc. Include letters of support.