Minnesota Department of Health

# Climate-Smart Food Systems: Regional Food Coordination Application Form

The Minnesota Department of Health (MDH) Office of Statewide Health Improvement Initiatives (OSHII), through its subaward from the Minnesota Pollution Control Agency (MPCA) Climate-Smart Food Systems grant (MCSFS), is seeking to grant funds to 6 SHIP local public health agencies to assist in Regional Food Coordination. There will be one grantee per region. These regions will be determined based on location of qualified awarded applicants; however, our goal is to have a statewide reach with Regional Food Coordination that align approximately with these 6 regions: Northwest, Northeast, Central, Metro (7 counties), Southwest, and Southeast regions.

Within the larger Climate-Smart Food Systems Initiative lead by the MPCA, MDH is overseeing the food sovereignty and vibrant local food economies initiative, which aims to improve food security, strengthen food sovereignty, and unlock low-income and disadvantaged communities’ (LIDAC) economic prosperity by investing in local community-driven climate pollution reduction strategies informed by coordination and collaboration with food systems partners and engagement with LIDACs through regional food networks statewide. The primary goals and priorities of the Regional Food Coordination (RFCs) will be to convene Regional Food Networks (RFNs) to build capacity, provide technical assistance, and collaborate with local food systems partners and community members to identify the most impactful opportunities in local and regional food systems to achieve the goals of the MCSFS grant, improve food security, strengthen food sovereignty, unlock LIDAC economic prosperity and assist community partners in applying for local food systems implementation grants administered by the MPCA to achieve these goals. These efforts will further be aided by two Technical Assistance resources: 1) Minnesota’s Priority Climate Action Plan, and 2) a Climate-Smart Food Systems Assessment, which will serve as a technical resource and planning tool for the Regional Food Coordination and Regional Food Networks.

Instructions

See section 3.2 Application Instructions in the Request for Proposal (RFP). Applications must be submitted by email to: [health.healthyeating@state.mn.us](mailto:health.healthyeating@state.mn.us).

### Contact Information

**LPH/CHB Name:**

**Contact Name:**

**Contact Email:**

**Contact Phone:**

### Questions

#### Organizational Capacity [30]

Describe your agency’s experience and capacity for and commitment to administering the project successfully. Identify and describe the following:

1. Describe what organizational changes your agency will make to allow staff to devote sufficient time to Regional Food Coordination.
2. Describe your experience participating in or leading a food access network or comparable network, coalition, or council.
3. Describe your experience collaborating with a wide range of food systems partners to address health equity, food security, and food sovereignty.
4. Describe your experience working with low-income disadvantaged communities and involving community members in planning processes to address health equity, food security, and food sovereignty.

Begin narrative answer:

#### Project Goals, Activities, Strategies, Outcomes, and Estimated Timelines: Workplan of the Applicant [50]

Describe your agency’s strategies to carry out the key activities of this grant and achieve the project goals and outcomes.

1. Describe your strategies for convening a multi-county, Regional Food Network.
2. Describe how Regional Food Coordination and Regional Food Networks will help identify the most impactful food systems projects that improve food security, expand local food economies, strengthen food sovereignty, and reduce climate pollution.
3. Provide a list the partners and stakeholders you expect to collaborate with through the Regional Food Networks.
   1. Briefly describe the level of engagement and quality of the relationships with and among these partners.
4. How will you engage the community in this work and what community assets will help you to accomplish this work?
5. Describe how you will utilize the Technical Assistance resources outlined in the RFP and other relevant resources for planning and guiding the work of the Regional Food Coordination and Regional Food Networks.
6. Describe relevant experience with project evaluation that can be applied to the evaluation requirements outlined in the RFP.
7. As outlined in the RFP, one of the responsibilities is participating in a learning cohort. Tell us about gaps, barriers or challenges you anticipate in Regional Food Coordination and convening Regional Food Networks that you could discuss in a learning collaborative.

Begin narrative answer:

#### Excel Budget with Descriptions [20]

Grant applicants can complete and submit the Excel budget document, found in Attachment B. Specify the grant amount requested and detail all ***necessary and reasonable*** expenditures anticipated during the project period that align with the project goals and activities and information outlined in this application by using the EXCEL TEMPLATE in Attachment B.

***Necessary*** means it is important to the success of the project. ***Reasonable*** means you are paying fair market price for the item or services.

The budget must:

* Provide clear budget line-item entries that tie to the proposed grant project activities.
* Demonstrate logical correspondence with grant application narrative.
* Demonstrate that proposed expenses appear ***necessary*** and **reasonable** for the success and purpose of the project.

Attach Budget as a separate Excel document. Provide Budget narrative below:

#### Application Maximum Number of Points [100]