



2020 GRANT GUIDELINES

1. What is the Simply Organic Giving Fund?

The Simply Organic Giving Fund strives to nourish the millions food insecure by providing them access to healthy, organic food.

2. Who is eligible to receive a Simply Organic Giving Fund grant?

Domestic, nonprofit (501(c)(3)) tax-exempt organizations or grassroots groups serving the food insecure are encouraged to apply for Simply Organic Giving Fund grants.

3. What are the Simply Organic Giving Fund priorities in awarding grants?

Providing nourishment and nutrition education for the food insecure, with a focus on organics, is central to the goal of the Simply Organic Giving Fund.

Successful grant applications should meet one or more of the following program priorities:

- Promote access to organic food options
- Utilize and distribute organic food/meals
- Provide nutrition counseling and food preparation education

4. What types of projects are NOT eligible for funding?

Simply Organic does not fund programs or operating expenses that are politically motivated or that promote religious activities.

5. How are grant applications to Simply Organic Giving Fund reviewed?

Simply Organic Giving Fund Grant Review Panel composed of employee volunteers with relevant experience and expertise review all applications according to the criteria below. Their rankings are reported to the Simply Organic Giving Fund Grants Committee, which then evaluates the top-ranked proposals and makes funding recommendations to the Frontier Co-op Social Giving Board.

The proposals will be reviewed using the following criteria along with the priorities described above:

- How closely the program aligns with the mission and values the Simply Organic Giving Fund and the Simply Organic brand.
- The goals, values, reputation and track record of the organization making the request



- Evidence of need and the appropriateness of the proposed solution that is based on available research and statistics;
- The extent to which the program can provide measurable change (inclusion of measurable outcomes).
- Recommendations from others in the hunger-relief community
- Thoroughness and professionalism of application (all requested information provided, typed document, specific monetary request, details on how the money will be used, clear and understandable presentation, etc.)
- The extent to which the proposed budget and timetable are justified and reasonable to complete the project.

6. What is the time frame for projects?

Simply Organic Giving Fund funding runs from January – December 2020.

Successful applicants will receive a grant contract and funding allocation in January 2020.



APPLYING FOR A GRANT FROM THE SIMPLY ORGANIC GIVING FUND

When is the grant application deadline?

All applications must be submitted no later than 11:59 p.m. CT on Sept. 30, 2019.

How can I get advice on preparing our application?

Please contact:

Alicia Simmons
Sustainability Manager
Simply Organic Giving Fund Grant Program Coordinator
Email: sogrants@frontiercoop.com

When will we hear if our application is successful or not?

Grant applicants will be notified in January 2020.



GUIDANCE FOR COMPLETING SPECIFIC SECTIONS OF THE APPLICATION

Contact Person/Project Director: This should be the individual who is directly responsible for preparing the application and/or who will be managing the project if funded.

Time period covered by grant: Note that January 15, 2020 is the earliest funding will begin. Simply Organic Giving Fund grants are generally awarded for one year unless special circumstances warrant otherwise. Please explain any such needs in the "Project Information" Section of the application.

Provide a concise summary of the proposed project (1200 characters or fewer): Readers should be able to discern all of the key elements of your program/project from this summary: who will lead the work; who will benefit from it; highlights of the work plan and time table; compelling needs it seeks to meet; anticipated outcomes; and what makes it innovative or unique.

Plan for evaluating short-term and long-term success: The proposal should incorporate measurable outcomes, i.e., quantifiable indicators that you will be able to track during the project to determine if it was a success.

Budget narrative: Please provide a breakdown of the specific expenses for each line in the budget divided among those which will be covered by the Simply Organic Giving Fund (first column) and those that will be covered by other outside funds and/or organizations (second and third columns). In each case, list anticipated products or tools to be developed and costs for each and methods for calculating the anticipated expenses.

Examples:

Marketing expenses, \$150. Advertising and promotion to recruit program participants, including printing flyers, staff time for phone calls and emails, preparation and distribution of press releases.

Office supplies, \$150. Toner cartridges (\$125), 100 pocket folders for participant packets (100 x 0.25 = \$25).

Phone/Internet Expenses, \$50. 10% of annual fees (provided through in-kind contributions provided from organizations own funds).

Contract Wage Expenses, \$3600. Stipends for three interns and three mentors @\$300 each per month for two months (\$300 x 2 x 6 = \$3600).



Additional information that will be helpful in the review of the proposal. If appropriate, consider covering some or all of the following: (a) whether the project is based on a national model for curriculum or program design; (b) if the program builds on an earlier project, how this one differs and/or expands on it; (c) plans for sustaining and/or replicating the project; and (d) other research and statistics to identify the need and develop the proposed project.

Important Tips:

- Check all spelling carefully.
- Check your math.
- Pay attention to the limit on numbers of characters allowed in each section.
- Incomplete applications will not be considered.



PROJECT BUDGET TEMPLATE

	SOURCE OF FUNDS FOR THIS PROJECT		
Expense Categories	Requested from Simply Organic Giving Fund	Provided by another outside organization(s)	Provided from organization's own funds
Marketing Expenses			
Office Supplies			
Equipment Expenses			
Phone/Internet Expenses			
Travel Expenses			
Contract Wage Expenses			
Employee Expense			
Other costs (provide details in the Budget Narrative section of the application)			
TOTAL EXPENSES			
Funding Sources	Requested from Simply Organic Giving Fund	Provided by another outside organization(s)	Provided from organization's own funds
Amount requested from Positive Change Project			
Amount provided by other organization(s)			
Amount from organization's own budget			
TOTAL REVENUES			



KEY DATES FOR SIMPLY ORGANIC GIVING FUND GRANT CYCLE

Date	
July 2019	Grant application period opens
Sept. 30, 2019	Grant applications due
January, 2020	Applicants notified
January 2020	Grant contracts signed, followed by distribution of funds.
May-July 2020	Mid-Year Reports Due/ Staff Visits