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Resilient Food Systems Infrastructure Program (RFSI): Information Session

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Purpose of the Webinar

To provide an overview of:

- ▶ Capital Impact Partners
- ▶ Nourish DC Collaborative
- ▶ Resilient Food Systems Infrastructure Program
- ▶ Infrastructure Grant
- ▶ Simplified Equipment-Only Grant
- ▶ How to apply
- ▶ Applicant resources



Capital Impact Partners Overview | Part of the Momentum Capital Family

Our Vision

An economic system that respects and **uplifts all peoples' right to achieve the dreams they have for themselves**, their communities, and generations to come.

Our Mission

We help build inclusive and equitable communities by **providing people access to the capital and opportunities they deserve.**

80+ years

experience working with communities and investors

\$23 Billion

in finance and investments

\$3 Billion

assets under management

\$700 Million

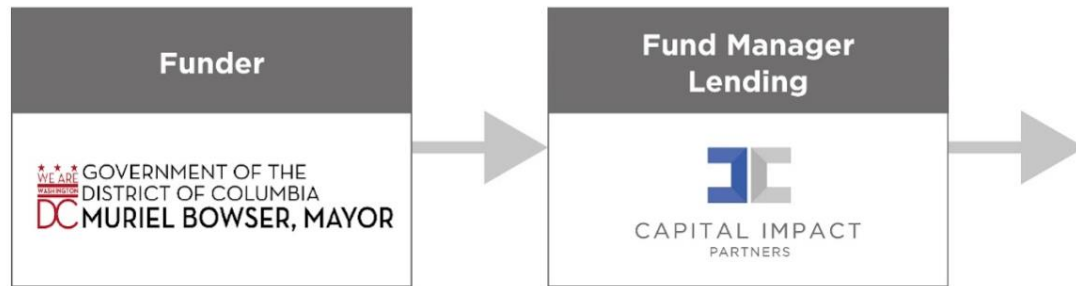
annual lending & investments







Nourish DC Collaborative | Background & Purpose

- ▶ **Creation:** Created in 2021 in partnership with Mayor Muriel Bowser's Office of the Deputy Mayor for Planning and Economic Development (DMPED) and managed by Capital Impact Partners
- ▶ **Purpose:** Development of a robust ecosystem of locally owned food businesses, neighborhood vibrancy, and health equity in DC communities, and support of DC economic prosperity and high-quality job creation
- ▶ **Target Geography:** DC neighborhoods underserved by grocery and other food businesses that have experienced systematic underinvestment, poor health outcomes, and limited economic opportunities
- ▶ **Target Audience:** Locally owned food businesses with a focus on supporting businesses owned or led by people of color



Nourish DC Overview



Collaborative Partner Lending and TA 	Collaborative Partner Lending and TA 
Collaborative Partner TA 	Collaborative Partner Lending and TA 
Collaborative Partner Lending and TA 	Collaborative Partner Lending and TA 

Nourish DC Overview

Financial Products

- ▶ Range of products & loan sizes (\$500-\$10M)
- ▶ Meet the needs of all types of DC food businesses
- ▶ **Over \$18 million deployed to DC food businesses**

Technical Assistance

- ▶ 1:1 Mentoring
- ▶ Cohort trainings
- ▶ Webinars
- ▶ Access to food incubator
- ▶ **Over 1,100 food businesses received 1:1 or cohort TA**

Grants

- ▶ Support DC businesses which are increasing access to food and quality jobs
- ▶ **In two grant cycles, over \$900K granted to 22 locally owned DC food businesses**

RFSI Funding and Administration



- ▶ The Resilient Food Systems Infrastructure Program is being funded by the United States Department of Agriculture (USDA), through a cooperative agreement with the District of Columbia Executive Office of the Mayor - Office of the Deputy Mayor for Planning and Economic Development (DMPED).
- ▶ Capital Impact Partners is the RFSI grant administrator for the District of Columbia and is conducting a competitive solicitation to award a total of \$1.4 million of RFSI funds to District projects.

RFSI Purpose

- ▶ Build resilience in the middle of the food supply chain
- ▶ Provide better and more markets to small farms and food businesses
- ▶ Support the development of value-added products for consumers
- ▶ Encourage fair prices and fair wages
- ▶ Create new and safe job opportunities

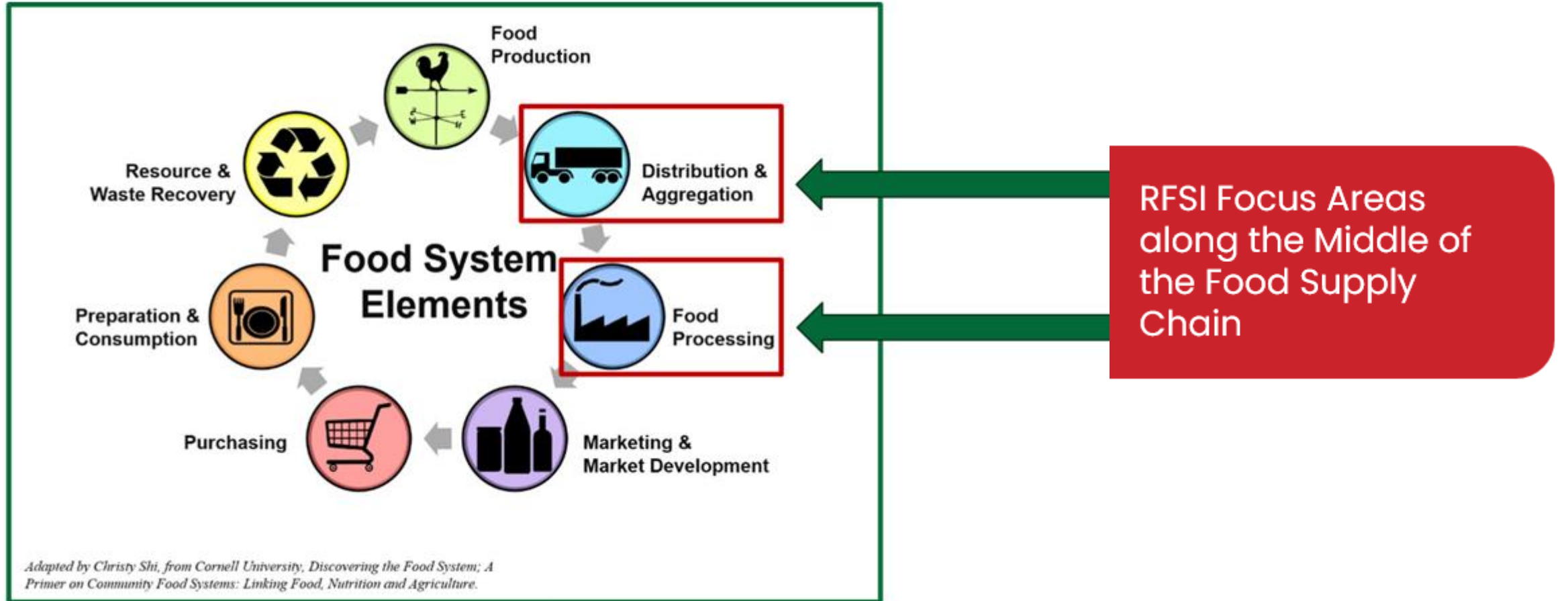


Middle of the Food Supply Chain

USDA defines the middle of the food supply chain as activities that take place after production of an agricultural product but before the product is sold to retail markets or consumers.

- ▶ Activities include food aggregation, processing, manufacturing, storing, transporting, wholesaling, and distribution of regionally produced food products between leaving the field and entering the consumer marketplace
- ▶ It is NOT growing crops or direct food sales to consumers
- ▶ Food products including specialty crops, dairy, and grains for human consumption, aquaculture-grown fish, and other food products, excluding meat, poultry, and wild-caught seafood

Middle of the Food Supply Chain



Eligible Entities

ALL eligible entities must be conducting middle-of-the-supply chain processing, aggregation, or distribution of targeted agricultural products and have a physical location and business license in the District of Columbia. Eligible entities include:

- ▶ **Agricultural producers or processors or groups of agricultural producers and processors**
- ▶ **Nonprofit organizations**
- ▶ **For-profit entities** whose activities are primarily focused for the benefit of local and regional producers and that meet the eligibility requirements of the SBA small business size standards
 - ▶ Size Standards Tool (<https://www.sba.gov/federal-contracting/contracting-guide/size-standards/size-standards-tool>).
- ▶ **Local government entities**
- ▶ **Tribal governments**
- ▶ **Institutions** such as schools, universities, or hospitals bringing producers together to establish cooperative or shared infrastructure or invest in equipment that will benefit multiple producers' middle-of-the-supply-chain activities

RFSI Overview

- ▶ All of the information in this presentation and much more is available on the Nourish DC website (<https://www.capitalimpact.org/programs/nourish-dc-collaborative/>) under Applicant Resources, District RFSI Request for Applications Guidance Document
- ▶ \$1.4 million is available to fund both types of RFSI grants
- ▶ An applicant can apply for both grants, but only one type of grant will be awarded to an enterprise
- ▶ Grant funds can only be expended after the grant agreement is signed

Federal Funding Priorities

- ▶ Underserved farmers and ranchers
- ▶ New and beginning farmers and ranchers
- ▶ Veteran producers
- ▶ Processors and other middle-of-the-supply-chain businesses owned by socially disadvantaged individuals, as defined by the Small Business Administration (SBA)

District of Columbia Funding Priorities

District funding priorities based on a District survey and listening sessions will include food projects that:

- ▶ **Expand** the capacity for aggregation, processing, or distribution
- ▶ **Construct** new facilities
- ▶ **Modernize** manufacturing, tracking, storage, and information technology systems
- ▶ **Upgrade or install** cold storage equipment to increase supply chain resilience
- ▶ **Enhance** operations through employee training

Types of RFSI Grants

Infrastructure Grant

- ▶ \$100,000 to \$250,000
- ▶ Supports projects that expand capacity and infrastructure for middle-of-the-food-supply-chain activities

Simplified Equipment-Only Grant

- ▶ \$10,000 to \$100,000
- ▶ Supports the purchase of equipment used in the middle-of-the-food-supply-chain activities

Distressed Community Index

- ▶ Using the Distressed Community Index Map, <https://eig.org/distressed-communities/?geo=states&lat=38.01&lon=-96.42&z=3.62>, enter the zip code(s) of the District neighborhoods benefiting from the project in need of RFSI grant funds and find the Distress Score
- ▶ If multiple District neighborhoods are benefiting, find the Distress Score from each neighborhood
- ▶ You will be able to enter each Distress Score into the application

Welcome to the
Distressed Communities Index (DCI)
Your interactive guide to the wellbeing of American communities

Read data stories **Start exploring**

Learn more [about the DCI](#) →

20020 ← **Zip Code**

Zip code 20020 (Washington, DC) is **distressed** with a distress score of **82.7** and ranks 20 out of 22 zip codes in District of Columbia.

DCI Breakdown How do I understand this chart?

● National ● 20020 × ● 20746

Show demographics Hillcrest

INFRASTRUCTURE GRANT

Infrastructure Eligibility Requirements

All eligible applicants must:

- ▶ Provide a Unique Entity Identifier (UEI) number
 - ▶ Assigned by SAM.gov, <http://gsa.gov/entityid>
 - ▶ If already registered, use that UEI number
- ▶ Be domestically owned with a business license and physical location in the District of Columbia
- ▶ Comply with the National Environmental Policy Act (NEPA)
- ▶ Provide evidence of critical infrastructure when critical resources or infrastructure are necessary to complete the grant project
- ▶ Provide a cash or in-kind match of 50% (25% if qualify) of project cost
- ▶ Provide two letters of support
- ▶ Projects must be completed by May 24, 2027

Eligible Infrastructure Projects

Potential grant activities may include:

- ▶ **Expanding capacity** for processing, aggregation, or distribution of agricultural products
- ▶ **Modernizing** manufacturing, tracking, storage, or information technology systems
- ▶ **Enhancing worker safety** through adoption of new technologies or investment in equipment or facility improvements
- ▶ Improving the capacity of entities to comply with federal, state, and local **food safety requirements**
- ▶ **Improving operations** through training opportunities
- ▶ **Increasing packaging and labeling capacities** that meet compliance requirements under applicable laws (e.g. sealing, bagging, boxing, labeling, conveying, and product moving equipment)
- ▶ **Modernizing or expanding an existing facility** including expansion and modifications to existing buildings and/or construction of new buildings at existing facilities.

Ineligible Infrastructure Projects

The following activities are **NOT** eligible:

- ▶ **Acquiring real property** (including pre-existing buildings and land purchases), or any interest therein
- ▶ Projects focused on **meat and poultry processing** or other **ineligible agricultural products** such as federally controlled illegal drug plants or hemp not used for human consumption as a food product
- ▶ Activities that have received a **Federal award** from another Federal award program
- ▶ Expenses that have been or will be **reimbursed** under any **Federal, State, or local government funding**
- ▶ Projects which have already **received funding** from **another Federal grant** or subaward programs may not receive funding for the same activities

Evidence of Critical Infrastructure

- ▶ Land, structures, and other critical resources must be in place and in working condition
- ▶ Evidence of Critical Infrastructure is required if critical resources and/or infrastructure are necessary for the completion of the proposed Infrastructure Grant project
- ▶ A Letter of Evidence of Critical Infrastructure must accompany the application indicating the critical resources that are necessary for initiation and completion of the project and certify that they are in place and committed prior to the start date of the project
- ▶ An Evidence of Critical Infrastructure Letter Template is located on the Nourish DC website, <https://www.capitalimpact.org/programs/nourish-dc-collaborative/>

Matching Fund Requirement

- ▶ Non-federal funds cash match is required
- ▶ Eligible: Secured funding for the project which will be non-federal public or private funds (grants, loans, donations, etc.,)
- ▶ NOT eligible: Funds which are used as a match on another federal program (no double counting funds), unrecovered indirect costs, cash, or in-kind work which is evaluated on the basis of the work being performed and not the individual performing the work
- ▶ Need signed Match Verification Letters from each source of matching funds, including the applicant organization
 - ▶ Match Verification Letter Template and Budget Match Worksheet are on the Nourish DC website

Matching Fund Amount

- ▶ 50% match of the total proposed project costs
 - ▶ Example: Total project costs = \$300,000
50% of \$300,000 = \$150,000 match (\$150,000 RFSI grant requested)
- ▶ May qualify for a reduced match of 25% of total proposed project cost
 - ▶ For entities that identify as Small and Underserved Business Owners, Historically Underserved Farmers or Ranchers, or for other businesses that qualify under the Small Business Administration (SBA) categories of Small Disadvantaged Business, Women-Owned Small Business, and Veteran-Owned Small Businesses
 - ▶ Example: Total project costs = \$300,000
25% of \$300,000 = \$75,000 match (\$225,000 RFSI grant requested)

Other Application Required Documentation

- ▶ USDA Applicant Environmental Questionnaire should be completed and uploaded into the application
 - ▶ The questionnaire is found on the Nourish DC website
- ▶ Two letters of support
 - ▶ One must be from businesses or organizations in the food supply chain that are direct beneficiaries of the project such as farmers, suppliers, or customers
- ▶ If have a Negotiated Indirect Cost Rate Agreement (NICRA), the documentation will be uploaded into the application
- ▶ Construction documents
 - ▶ If project has a construction component, design documents, supply lists, etc. will be uploaded into the application to illustrate the scope of the project

Infrastructure Grant Timeline

Grant Submission	November 19, 2024 - January 26, 2025
Grant Competitive Review	February - March 2025
Approved Applications Submitted to USDA	March - April 2025
Final decisions	No earlier than July 1, 2025
RFSI Funding Period Begins	No earlier than August 1, 2025
Infrastructure Grant Period Ends (project must be completed)	May 24, 2027

SIMPLIFIED EQUIPMENT-ONLY GRANT

Simplified Equipment-Only Grants

- ▶ \$10,000 - \$100,000 for equipment-only, fees, and delivery
- ▶ Fixed price grant that will fund only equipment purchases
- ▶ Will not fund associated facility upgrades, staffing, installation, or other costs
- ▶ Equipment must be used for middle-of-the-food-supply-chain activities
- ▶ Cost documentation can include contracts, catalog pricing, or binding quotes provided by licensed commercial entities
- ▶ The cost of delivery can be covered by grant if listed in the official bid
- ▶ Must comply with Federal and District permitting
- ▶ No match required

Equipment Purchases

- ▶ Equipment must be installed in the District of Columbia
- ▶ Grantees must submit documentation for the equipment acquired with RFSI funds at the time of grant closeout
- ▶ A site visit may be conducted to inspect the equipment installation
- ▶ There may be additional District requirements



Eligible Equipment

Eligible equipment **MUST** be used in middle-of-the-food-supply-chain activities. Examples include:

- ▶ New or upgraded cold storage equipment
- ▶ Manufacturing equipment such as weighing, bagging, packing, labeling, or mixing equipment, etc.
- ▶ Delivery vehicles if the vehicle is primarily used to deliver to enterprises that do not sell or distribute food directly to consumers

Simplified Equipment-Only Grant Timeline

Grant Submission	November 19, 2024 - January 26, 2025
Grant Competitive Review	February - March 2025
Approved Applications Submitted to USDA	March - April 2025
Final decisions	No earlier than July 1, 2025
RFSI Funding Period Begins	No earlier than August 1, 2025
Infrastructure Grant Period Ends	When grant fund expenditures are approved

FINALIST REQUIREMENTS

RFSI Grant Finalist Requirements

If an enterprise moves to the next phase of the grant review process, the finalist will have to provide the following documentation within 21 days of notification:

- ▶ Enterprise W-9
- ▶ Formation documents, such as Articles of Incorporation
- ▶ Bylaws, Operating Agreement, or similar documentation
- ▶ Business license
- ▶ Financial statements including 2023 Federal Tax Return & Income Statement from 1/1/24 to 12/31/2024
- ▶ Certificate of Insurance
- ▶ Certificate of Good Standing from the District of Columbia
- ▶ Certificate of Clean Hands from the District of Columbia
- ▶ Nonprofit Organizations: 501(c)(3) determination letter, list of current top 10 funders, list of members of Board of Directors
- ▶ Infrastructure Grant only: Proof of site control

APPLICATION ASSISTANCE

Resources

Nourish DC website: <https://www.capitalimpact.org/programs/nourish-dc-collaborative/>

- ▶ Program description
- ▶ Links to Infrastructure Grant and Simplified Equipment-Only Grant applications
- ▶ Links to grant application support webinars, in-person office hours, and virtual office hours
- ▶ Links to applicant resource documents
 - ▶ RFSI Request for Applications Guidance Document
 - ▶ RFSI Match Verification Letter Template
 - ▶ RFSI Environmental Questionnaire
 - ▶ RFSI Evidence of Critical Resources and Infrastructure Letter Template
 - ▶ RFSI Budget Match Worksheet
 - ▶ RFSI Program Scope and Requirements
 - ▶ And more!

How to Apply

- ▶ Apply through the Submittable software platform
- ▶ Create a free account or use an existing Submittable account to complete the application
- ▶ Can work on the application, save it, and work on it another time
- ▶ Complete the application in its entirety, including uploading required documentation
- ▶ Hit “submit” when application is ready
- ▶ Application closes January 26, 2025 at 11:59pm EST

Application Tips

- ▶ Be sure the purpose and expected outcomes of a project are clearly articulated
- ▶ Review allowable uses of grant funds
- ▶ Set realistic budget projections
- ▶ Set aside adequate time to complete the application and proofread it
- ▶ Use the entire word count allowed for an answer
- ▶ If possible, submit the application before the day the application closes – technological problems happen

Webinars & Office Hours

Grant Informational Webinars

- ▶ December 12, 2024 @ 5-6pm EST
Register: https://momentuscap-org.zoom.us/webinar/register/WN_66jPX5lrSsqmjN0iNxsabg
- ▶ January 6, 2025 @ 12-1pm EST
Register: https://momentuscap-org.zoom.us/webinar/register/WN_cmkJtHKQ_Gb3y1RUu8XVg
- ▶ January 16, 2025 @ 5-6pm EST
Register: https://momentuscap-org.zoom.us/webinar/register/WN_a3jhvptiQqWJWHRlov-WKw

In-Person Office Hours

Schedule: <https://outlook.office365.com/book/InnoED@o365.dc.gov/>

- ▶ December 4, 2024 @ 2pm - 5pm EST
- ▶ December 11, 2024 @ 2pm - 5pm EST
- ▶ January 8, 2025 @ 1pm - 4pm EST

Hosted by the District Dept. of Small & Local Business Development at the Martin Luther King Jr. Memorial Library, 901 G St NW, Washington, D.C.

Virtual Office Hours

Schedule:

<https://app.acuityscheduling.com/schedule/d81524c6/appointment/41845065/calendar/6701215?calendarIds=6701215>

- ▶ January 7, 2025 @ 1 - 3pm EST
- ▶ January 22, 2025 @ 1 - 4pm EST

Spanish Language Assistance

- ▶ If a Spanish-speaking applicant would like assistance in completing the grant application, please contact Alison Powers, Director, Economic Opportunities, Capital Impact Partners, apowers@capitalimpact.org, (703) 647-2369
- ▶ Si usted habla español y necesita ayuda para completar la aplicacion por favor conectese con Alison Powers, Directora de Oportunidades Economicas de Capital Impact Partners, apowers@capitalimpact.org, 703-647-2369

Many thanks to the United States Department of Agriculture for funding this program and the District of Columbia Executive Office of the Mayor - Office of the Deputy Mayor for Planning and Economic Development.



For More Information

For more information, please contact Alison Powers

Director of Economic Opportunities, Capital Impact Partners,
apowers@capitalimpact.org, (703) 647-2369

**To access the grant application, register for
informational sessions, or for more information about
Nourish DC, please visit**

<https://www.capitalimpact.org/nourishdc>

Any questions?



Thank you for attending!