



FY25 Agency Garden Grant

Purpose of Funding

The FY25 Garden Mini-Grant offers up to \$500 worth of equipment to support Ozarks Food Harvest members existing garden projects that grow produce to feed neighbors facing hunger.

Eligibility Criteria

To be eligible for this grant, the agency:

- Must be an OFH Partner Agency distributing food through Ozarks Food Harvest for at least 1 year
- Maintain a functioning garden site that has been utilized for at least 1 full growing season
- Must be in compliance with all Ozarks Food Harvest requirements (no outstanding payments, up-to-date on statistics/reporting, current on all mandatory training, such as civil rights and food safety)
- Must be in compliance with safe food handling and storage of food product at last visit by food bank staff member

Grant Requirements & Agreements

If funding is granted, the following requirements and agreements must be made:

- Agency must acquire and submit bids/quotes for each equipment item
- Agency must have the capacity to sustain garden operations for a minimum of 2 years
- Agency is responsible for the maintenance and operation of equipment
- Agency must submit a **Final Report due October 14, 2025**
- Agency may be required to return funds to Ozarks Food Harvest if expenditures do not align with the proposed project
- The Grantee agrees to return all Agency Garden Grant funded items to The Food Bank if said agency closes its operations or is no longer in good standing with The Food Bank within 2 years of the grant award
- Agency Garden Grant must be promoted via one or more of the following sources within year of receipt of award (please see *Communications & Publicity Requirements* section)



Grant Period and Funding Options

The grant period for the FY25 Garden Grant is 1 year. This grant is for equipment and no funding will be disbursed. Funding is limited and equipment requests may not be granted in full.

Grant applications will open on October 14th, 2024 and will be due by **December 3rd, 2024 at 5:00pm**.

Award notifications will be sent by February 3rd, 2025.

Requested supplies will be distributed in March 2025.

Eligible Expenses

Members may request equipment to support their garden program including but not limited to:

- Tools
- Gloves
- Seeds
- Plants
- Soil
- Fertilizers
- Irrigation

Ineligible Expenses

Examples of ineligible expenses include but are not limited to:

- Building construction
- Contracted labor
- Salary
- Travel
- Fundraising

Reporting Requirements

Report templates will be provided prior to the reporting deadline of **October 14, 2025**.

Report of grant activities will include, but is not limited to:

- Items received
- Description of garden project completed with items received
- Observed impact. Examples include:
 - Pounds of produce grown
 - Observed improvement of garden space
 - Number of volunteers recruited
 - Wildlife restored
 - Smiles produced & hands dirtied
- Photos of project implementation
- Key successes/best practices and challenges



Communications & Publicity Requirements

If funding is granted, the following communication requirements must be met:

- Agency Garden Grant must be promoted via one or more of the following sources within year of receipt of award (social media, website, newspaper, church bulletins, local media)

Any questions regarding these guidelines and grant application should be directed to:

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