

***Transforming how food is experienced, learned and celebrated in all schools across Canada!***

Grant Application ***Template\****

\*Important: Grant applications must be completed in one sitting (you will not be able to save and come back to it). We have created this document as an optional template to prepare your responses before submitting your application using the [online form](https://form-can.keela.co/seed-grants-application-en-2425).

HOW TO APPLY:

1. Review the [Grant Guidelines](https://www.farmtocafeteriacanada.ca/wp-content/uploads/2024-Seed-Grant-Guidelines.pdf)
2. Register and attend an informational webinar *(optional)* - [English](https://form-can.keela.co/seed-grant-applicant-webinar-registration-form) | [French](https://form-can.keela.co/fr-dig-in-seed-grant-applicant-webinar-registration-form)
3. Plan your project and use the template below to prepare your application responses *(optional, but recommended as this template includes tips not included in the online form*)
4. Complete the [online form](https://form-can.keela.co/seed-grants-application-en-2425) and submit your application

All applications must be received in electronic format no later than

11:59 PM (PST) on October 21, 2024.

Questions and requests for support in filling out an application may be directed to Jenna West at grants@farmtocafeteriacanada.ca.

**Contact Information - Application Details**

1. **School overview**
	1. Name of school
	2. School address and Mailing Address for receiving cheques
		* Street address
		* City/town
		* Province
		* Postal code
		* Country
	3. School type (check all that apply):
		* Elementary
		* Middle
		* Secondary
	4. School type (check all that apply):
		* Public
		* Private
		* Independent
		* Other: specific details
	5. Does your school identify as any of the following? (Check all that apply):

 *Our school serves a high population of students who identify as:\_\_*\_\_\_\_

* + - First Nations
		- Métis
		- Inuit
		- Other ethnically, culturally or racially diverse populations
		- Newcomers
		- Refugees
		- Food insecure families
		- Single parent households
	1. Where is your school located
		+ Rural community
		+ Remote community
		+ Urban / Suburban community
	2. Approximately how many students are enrolled at your school?
	3. Grades taught
	4. Name of school district / board
	5. Name of Indigenous community (if applicable)
	6. Is your school located in Ontario? If you answered YES, please stop and fill out the nourish to flourish Ontario School Grants application instead (linked in instructions at the top). You can opt in to be considered for a Dig In Seed Grant application as well but it needs to be done from that form.
		+ Yes
		+ No
1. **Primary Contact:**

*Please note: the school principal, vice-principal or someone with equivalent decision-making authority at the school must approve the application.*

* 1. Name of primary contact person
	2. Position at / relationship to the school
	3. Email address of primary contact
	4. Phone number of primary contact

**3. Secondary Contact:**

*We recommend this person be an active member of your team, such as a school coordinator or a community partner involved in your project.*

* 1. Name of secondary contact person
	2. Position at / relationship to the school
	3. Email address of secondary contact
	4. Phone number of secondary contact

**Section 1. Project overview**

1. **Tell us a bit about your school.**
	1. **Has your school received funding from F2CC in the past?**
		* Yes
		* No
	2. **If your school has received funding from F2CC in the past, please briefly describe the unique challenge your school is facing and how the grant will help address it.**
	3. **How much funding are you requesting?**

 *Amounts requested must be between $500 and $3,000.*

* 1. **Briefly describe what the funds will be used for.**

*Please include the types of expenses and an estimated breakdown.*

*Reminder: funds can* ***not*** *be used toward staff salaries and must result in an outcome that directly impacts the school community.*

1. **Please tell us what result, or outcome, you hope to achieve if you receive a grant and provide a short description of the activities that will help you to achieve it.**

*Tip: Do your your activities connect to the one or more components of the* [*Farm to School Approach*](https://www.farmtocafeteriacanada.ca/get-started/farm-to-school-canada/#the-farm-to-school-approach)*? 1) hands-on food literacy 2) healthy local food in schools; and 3) connections to the broader community.*

1. **How will this grant have an impact on your school community?**

*Tip: Consider what successful positive change in your school’s food environment will look like. How will the grant support this? How will activities continue into the future?*

1. **Please share with us how you will strive to ensure your proposed activities reflect the diversity of your student population and celebrate foods that are culturally appropriate and significant.**
2. **Please describe how your school plans to ensure all students will have access to the activities without stigma, regardless of means.**

**Section 2. Your school’s food environment at a glance**

* 1. **Does your school have a kitchen on-site?**
		+ Yes
		+ No
	2. **If a kitchen is available, does it have the following equipment?** (Check all that apply)
		+ 2-3 compartment sink
		+ Refrigerator
		+ Dishwasher
		+ Freezer
		+ Salad bar unit
		+ Oven/stove
		+ Other: please give specific details
1. **Is your school currently involved in any of the following activities?** (Check all that apply)
	* + Growing food - garden
		+ Growing food - greenhouse
		+ Growing food - farm
		+ Growing food - food forest
		+ Growing food - indoors
		+ Hydroponics (i.e., just plants)
		+ Aquaponics (i.e., plants and fish)
		+ Beekeeping
		+ Harvesting/gathering - land
		+ Harvesting/gathering - water
		+ Seed saving
		+ Sustainable food production
		+ Cooking
		+ Preserving
		+ Tasting activities
		+ Sharing cultural foods
		+ Learning from local food producers & providers
		+ Purchasing local food
		+ Hosting [local food fundraisers](http://www.farmtocafeteriacanada.ca/our-work/farm-to-school-canada/farm-to-school-fundraisers/)
		+ Other: please give specific details
		+ None of the above
2. **Do you have a student meal program?** (Check all that apply)
	* + Breakfast program
		+ Snack program
		+ Lunch program
		+ Salad bar program
		+ After school meal program
		+ We host a food box program
		+ We host a backpack program
		+ Other: please give specific details
3. **Is there anything else you would like to share with us?**

Confirm Submission:

*\*\*The following must be complete for the application to be considered eligible.*

\_\_\_\_I confirm that the grant application is complete according to the Grant Guidelines

\_\_\_\_I confirm that the School Principal or Vice-Principal has been fully engaged in the application development, and is supportive of this initiative.

Name of person completing application\_\_\_\_\_\_\_\_\_\_\_\_