Resiliency Grant Info Session: WEBSITE

Welcome!

Today’s topics:
• Website overview and resources

Please put your questions in the chat. If we can’t cover it today, we will include it in a future session.

More Resources:
• Grant homepage agr.wa.gov/grants
• FAQ (frequently asked questions)
• Contact for individual questions + translation foodassistancegrants@agr.wa.gov

Application-Focused Info Sessions

Thursdays during application window in April, May and June (same link)
Resiliency Grant Info Session: WEBSITE

Resources

• WSDA Grants Page
  agr.wa.gov/grants

>> Food Assistance Grants

>> Resiliency Grants
Resiliency Grant Info Session: WEBSITE

Home Page:
• SAM and Secretary of State
• Get started now!
• Questions about SAM?
  • Call the Federal Service Desk
    • 866-606-8220
  • https://sam.gov/content/home
  • https://ccfs.sos.wa.gov/#/Home

FOOD ASSISTANCE RESILIENCY GRANTS

Extended times indicated for SAM and Secretary of State registrations and renewals. Please don't delay in getting these registrations squared away!
Background

- You are encouraged to read through the background and program purpose before submitting your application
- Grants overviews are provided in nine languages
  - Please reach out if you need other translation services

RESILIENCY GRANTS ROUND TWO (7/1/22-6/30/23)

Background

During the COVID-19 pandemic, food insecurity rates have significantly increased; and research conducted by the University of Washington (UW) and Washington State University shows significantly greater food insecurity among low-income households and people of color. Across the State of Washington, organizations require financial support to continue to meet the needs of our communities, as demonstrated in the Washington State Hunger Relief Capacity Survey & Report created by Harvest Against Hunger, Washington State Department of Agriculture (WSDA), and UW (Executive Summary [PDF] and Full Report [PDF]).

To help address the critical needs of hunger relief organizations across Washington, WSDA Food Assistance (FA) is opening the Resiliency Grants Program with potentially over $16 million in grant funding to all eligible hunger relief organizations across the State – including those not currently contracted with FA. WSDA distributes millions of dollars annually through its FA programs, which function by contracting with hunger relief organizations, Tribes, and tribal organizations in all 39 counties to deliver government-funded food assistance resources across the state.

The Resiliency Grants Program is funded through the State Legislature to build resiliency in the broader hunger relief network through grants and initiatives. This funding will prioritize:
- Recommendations of the Washington State Hunger Relief Capacity Survey & Report [PDF]
- Organizations and partnerships with strong representation of underserved communities that includes Black, Indigenous, and other people of color.
- Rural, less dense regions and underserved communities
- Statewide representation

This funding was allocated to WSDA through the Coronavirus Local Fiscal Recovery fund, as part of the American Rescue Plan Act. The U.S. Treasury has issued federal guidance on the allowable uses for these funds. The design of Resiliency Grants Program was additionally informed in part by a diverse advisory Committee.

Grants Overview: [English] [Chinese] [한국인] [Russian] [Somali Af-soomaali] [Spanish] [Tagalog] [Ukrainian] [Vietnamese]

Program Purpose

Funding objectives. Through this program, WSDA will support the work of eligible hunger relief organizations (meal programs, food banks, food pantries, delivery programs, and more) in response to COVID-19, and fund projects that target the following funding objectives:
- Collaborations – To implement and/or strengthen regional systems; may include new county partnerships, interregional collaboration, and food hubs.
Resiliency Grant Info Session: WEBSITE

Accordion

› RESILIENCY GRANTS MISSION AND VISION STATEMENT
› ELIGIBILITY REQUIREMENTS
› DEFINITIONS
› INFO SESSIONS
› SUBMITTALS AND REPORTING REQUIREMENTS
› EXAMPLES OF ELIGIBLE PROJECTS
› UNALLOWABLE EXPENSES
› EVALUATION PROCEDURES
› SAM, UEI, AND SWV
› REQUESTS FOR RECONSIDERATION
› FAQ

Note: If the accordion does not work, clear your browser history, close your browser and try again
Eligibility Requirements

- Refer to this section for questions about your agency’s eligibility for this grant

Who should apply? Eligible organizations meet the eligibility criteria below.

- Is a Tribe; tribal organization; 501(c) non-profit organization; or public corporation, commission, or authority established pursuant to RCW 35.21.660 or RCW 35.21.7301.
  - If a non-profit organization, has been in operation for 12 or more consecutive months and is registered with the Washington State Secretary of State as a corporation.
  - May have a fiscal sponsor with 501(c)(3) status and demonstrated capacity to ensure adequate administrative and accounting procedures to safeguard funds awarded under this grant.
- Must be located in Washington State and supporting hunger relief in Washington State.
- Currently active in System for Award Management (SAM) and has a Unique Entity ID (formerly known as DUNS#).
Resiliency Grant Info Session: WEBSITE

**Definitions**

- The application mentions “definitions,” this is the list it refers to

---

**DEFINITIONS**

- **Acquisition cost**: The cost of modifications, attachments, and ancillary charges related to equipment.
- **Ancillary charges**: Costs including taxes, duty, transit insurance, freight, and installation that may or may not be included in the acquisition cost of a piece of equipment in accordance with your agency's accounting practices. As default, WSDA will not include ancillary charges in the cost of equipment except in the case of post-purchase verification and disposition.
- **Beneficiaries**: Person(s) intended to derive benefit from the activities outlined in the application.
- **Bids**: Price offer for an item or service, demonstrating due diligence for responsible use of State and Federal funds.
- **Capital Assets**: Tangible or intangible assets used in operations having a useful life of more than one year which are capitalized in accordance with GAAP. Capital assets include:
  - Land, buildings (facilities), equipment, and intellectual property (including software) whether acquired by purchase, construction, manufacture, exchange, or through a lease accounted for as financed purchase under Government Accounting Standards Board (GASB) standards or a finance lease under Financial Accounting Standards Board (FASB) standards; and
Resiliency Grant Info Session: WEBSITE

Info Sessions:

- Past and future info session presentations can be found here

INFO SESSIONS

April 21, 2022: Application Overview Presentation

Please request recordings of past info sessions by email foodassistancegrants@agr.wa.gov.
Submittals and Reporting Requirements

- Please review this full section before applying.
- As a federally funded grants program, there are specific reporting requirements that you will be required to meet if funded.
- Please be aware and determine if your agency will be able to meet the requirements.

### SUBMITTALS AND REPORTING REQUIREMENTS

- Awarded applicants will be required to submit standard monthly reports via email that include:
  - Monthly: expanded general ledger, related backup, and copies of all paid invoices and receipts for the month of service.
  - According to submittals timeline: Progress and final reports, to include narrative reports and data.
- Within 30 days of notification of award, applicants must:
  - Provide a [Single Audit Exemption form](https://ofm.wa.gov/it-systems/accounting-systems/statewide-vendor/services) or Single Audit (organizations who have received $750,000 or more from federal sources in the previous year).
  - Be registered as a statewide vendor for the state of Washington, and/or will register within thirty (30) calendar days of being selected as a successful applicant. For instructions on becoming a statewide vendor, please visit [https://ofm.wa.gov/it-systems/accounting-systems/statewide-vendor/services](https://ofm.wa.gov/it-systems/accounting-systems/statewide-vendor/services).
  - Have the following minimum insurance levels, as applicable:
    - Minimum public liability insurance coverage of $1,000,000 per occurrence.
    - Theft coverage of not less than the replacement value of equipment and inventory purchased with FA funds when the acquisition cost was $5,000 or more.
    - For using motor vehicles in conducting activities, minimum liability coverage of $1,000,000 per occurrence, using a Combined Single Limit for bodily injury and property; in addition, collision and comprehensive insurance against physical damage, including theft, shall be provided except when the cost of the coverage would exceed the value of the vehicle.
    - Fidelity insurance for every person authorized to receive or deposit funds or issue financial documents and instruments of payment to
Examples of Eligible Projects & Unallowable Expenses

- Review these sections to ensure that your project does not include anything that is not allowed.
- If you have more specific questions, reach out to us at foodassistancegrants@agr.wa.gov.

EXAMPLES OF ELIGIBLE PROJECTS

- Refrigerated vehicle for grocery or meal transport.
- Pantry remodel or expansion to support safe, grocery model shopping.
- Processing of gleaned or purchased local produce into culturally relevant foods or ready-to-eat meals.
- Staff and volunteer training to provide trauma-informed service or diversity, equity, and inclusion training.

UNALLOWABLE EXPENSES

- Unallowable expenses include purchases of land, buildings, and gift cards. This list is not comprehensive; please reach out to foodassistancegrants@agr.wa.gov with questions.
- These funds are not intended for projects better served by Capital Budget requests (see definitions).
  - This document ("WA State Capital Budget 101") provided by our partners at Feeding Washington explains the Capital Budget process.
  - For those with active Capital Budget requests, if the project in your application is:
    - Part of an existing Capital Budget request, please notify foodassistancegrants@agr.wa.gov to discuss.
    - Unrelated to your Capital Budget request, you may still apply for this funding. Please note that anything requested under this grant must not be duplicative.
Evaluation, Registrations, Reconsideration

- Information about how applications will be evaluated
  - More to come soon
- SAM, SOS, and SWV help and resources
- Policy information if your application is not awarded

**EVALUATION PROCEDURES**

- WSDA will engage with an evaluation committee of volunteer raters to inform funding decisions.
- Volunteer raters will review and score applications based on scoring criteria and processes outlined by the Resiliency Grants Committee.
- The final selected applications will demonstrate adequate administrative capacity, experience to maintain grant compliance, a project that is sustainable.

**SAM, UEI, AND SWV**

Register in the federal System for Award Management (SAM) for free at SAM.gov. For explanation of DUNS to Unique Entity ID (SAM) transition, visit sam.gov/content/duns-uei. For quick guides related to updating or registering your entity, visit the Federal Service Desk quick guide site. Please know that the

**REQUESTS FOR RECONSIDERATION**

If a grant application is not awarded in part or full, the applicant may request reconsideration based on concern for bias, discrimination, conflict of interest, and non-compliance with the procedures described in the grant materials. The request must:

1. State the grounds for the request for reconsideration.
2. Identify specific information in the application that the applicant believes was misinterpreted by the review and selection team.

The request for reconsideration must be submitted to WSDA within 30 days of the date of notification. Requested WSDA staff will review the
Frequently Asked Questions (FAQ)

- Updated weekly
- Questions that we cannot answer during these info sessions will be answered here

Q: We recognize the emphasis this grant places on the funding of organizations and partnerships that are led by Black and Indigenous communities and people of color. But our agency does not fit into any of these categories. Are we still eligible to apply?
A: While these are funding priorities, it does not exclude organizations and partnerships that do not fall into these categories. We encourage all eligible organizations to apply.

Q: Can these funds be used for a feasibility study?
A: We encourage organizations to apply for projects related to the funding objectives found on our website and projects that meet an immediate impact of COVID-19. Therefore, a feasibility studies may more appropriately be applied to a capital budget request or other funding.
Resiliency Grant Info Session: WEBSITE

**Forms and Publications**

- Accordion will be updated today with a link to this webpage
  - [FA Forms and Pubs | Washington State Department of Agriculture](#)
- All required forms (if you are funded) can be found here
- >>Flexible Funding and Resiliency Grants
Resiliency Grant Info Session: WEBSITE

**Important Dates:**

- Refer to this section for application deadlines and contract period dates

**IMPORTANT DATES**

- **April 18, 2022:** Application window open (54 days).
- **June 10, 2022:** Applications due.
- **June 10-30, 2022:**
  - Review and selection period.
  - Finalization of grant awards.
  - Notifications of award status.
- **July 1-8, 2022:**
  - Contracts sent out (DocuSign), pending finalization of grant awards. *Note:* If awards require extensive clarification, this step may be delayed.
- **July 1, 2022, to June 30, 2023:** Anticipated contract period.
  
  *Note:* Contracts must be executed by July 31, 2022. If contracts have not been finalized by this date, WSDA reserves the right to retract awards.
Resiliency Grant Info Session: WEBSITE

Application

- Access to application websites
- If you have questions about the application, please refer to our previous info session presentation
  - Reach out if you would like the recording of that meeting

APPLICATION

Instructions:

1A - For equipment and installation projects less than $4,999.99, visit the Harvest Against Hunger website.

1B - For projects over $5,000, visit the main application (PDFs available in English, Español, русский, Tiếng Việt, українська, Af-soomaali, 한국인, 中国人, Tagalog)

2 - Create account

3 - Start application

Note: Applications can be saved and returned to. Questions: refer to FAQ and attend info sessions – visit Food Assistance Grants page for information.

START APPLICATION
Thank you!

Today we covered:

• Resiliency Grants Website
• Forms and Publications Website

If there are any questions remaining in the chat, we will address them in the FAQ or in a future info session.

More Resources:

• Grant homepage agr.wa.gov/grants including FAQ (frequently asked questions)
• Contact for individual questions + translation foodassistancegrants@agr.wa.gov

Application-Focused Info Sessions

Thursdays during application window in April, May and June (same link)