

SLC FOOD MICROGRANT PROGRAM

About the Program

The Salt Lake City Sustainability Department created the SLC Food Microgrant Program in 2023 as a funding opportunity to support individual and community-led projects that increase access to fresh, healthy, affordable, and culturally relevant food in Salt Lake City.

The purpose of the SLC Food Microgrant Program is to build an inclusive community around healthy food choices where people living in Salt Lake City have many opportunities to shape, participate in, and enjoy a sustainable, accessible, and resilient local food environment.

The SLC Food Microgrant Program is available to Salt Lake City individuals, households and community-based organizations that primarily serve in Salt Lake City. Only one application is accepted per household or organization. There are two categories of funding:

- *Home Food Production Grants*: \$250 for individuals/households
- *Community Grants*: up to \$5,000 for community groups, organizations, or small businesses

Funding Priorities

Any food related projects that connect with the purpose and goals of this grant will be considered for funding. Projects that align with the key ideas and recommendations outlined in the [SLC Resident Food Equity Advisors' Final Report \(June 2021\)](#) will be prioritized for funding. The four main categories of prioritized projects include:

- *Growing Food* - projects that support opportunities and access to grow food locally
- *Inclusive Outreach & Communications* - projects that support accessibility of information about food resources to groups that experience challenges with or exclusion from traditional outlets
- *Dignified Food Access* - projects that support improving access to healthy and relevant food opportunities that center and respect the agency and choice of individuals
- *Healthy Food Environments* - projects that support the availability and accessibility of healthy, fresh foods and enhance the quality and character of food environments near where people live

This program aims to support projects led by and benefiting people and communities that have been negatively impacted by the food system or that experience barriers to accessing the foods they need. Identifying with one or more of these groups is not required to receive funding. These groups include but are not limited to:

- Black, Indigenous, and People of Color
- People living in historically marginalized or under-resourced neighborhoods
- People and households living in poverty or with low- or moderate-incomes
- Unsheltered or informally housed people
- LGBTQIA2S+ individuals
- People with disabilities
- Veterans
- Adults 65+ years
- Families with children under 18 years
- Single parent households with children
- Nontraditional students
- New Americans
- Formerly incarcerated people
- Groups for whom funding opportunities are or historically have been limited

How to Apply

The 2026 SLC Food Microgrant application period will be open until March 2nd, 12:00 PM (noon). Awardees will be announced by mid-April.

To apply for the grant, please respond to the questions contained in this document. Please note that questions marked with a * are required. All required questions must be addressed for an application to be complete and considered for funding. There are five parts to the application:

1. *Confirming grant eligibility
2. *Contact information
3. *Project proposal
 - a. Section 1: Organization Description
 - b. Section 2: Project Proposal
4. Additional information (optional)
5. *Acknowledging next steps

Application Format & Submission Options

Applications are available and accepted in any language and multiple formats, including:

- Written options: online form, fillable PDF, or paper form
 - Fillable PDF applications should be submitted by email to leesie.clegg@slc.gov
 - Paper applications can be printed using the "printable PDF" or picked up from Sustainability Department offices in the City & County Building: 451 S State Street, Room 418, Salt Lake City, Utah 84111. Room 418 is accessible from the hallway through Room 404
 - Paper applications can be dropped off in-person to address above
 - Paper applications can be mailed to: Attn Sustainability Department, 451 S State Street, PO Box 145467, Salt Lake City, Utah 84114
 - Paper applications may also be dropped off at any of the SLC Library branches
- Recorded options: an audio or video recording responding to the application questions submitted by email to the Program Outreach Coordinator
- Live exchange options: phone call, video chat, or in-person meeting with the Program Outreach Coordinator which can be arranged by email or phone call with Program Outreach Coordinator

Application Language Options

Applications are available and accepted in any language. To request an application form in a language other than Spanish or English or if you would like additional interpretation support with a live exchange or recorded response, contact the Program Outreach Coordinator.

Additional Information & Support

If you have questions, would like help with your idea or application, or would like to receive or complete the application in another format or language, contact the Program Outreach Coordinator. For general information about the program, including FAQs, scoring rubrics, and information on past funded projects, please visit the program website: <https://www.slc.gov/sustainability/food-systems-microgrant-program/>

Program Outreach Coordinator Contact Information

Leesie Clegg (she/her) | phone (call or text): (385) 707-7582 | email – leesie.clegg@slc.gov

COMMUNITY GRANT APPLICATION

Community Grants are intended to support local community groups, organizations, and small businesses in improving food access in Salt Lake City. Grants provide up to \$5,000 to Salt Lake City-based organizations to help buy equipment and supplies, access educational opportunities, or support professional services or personnel compensation directly related to the proposed project.

Confirming Grant Eligibility

Please note this grant is unavailable for projects located outside of Salt Lake City or for the following groups: government agencies, political groups, media groups, or groups/individuals living or serving outside of Salt Lake City. You can see a map of the Salt Lake City boundaries here:

<https://www.slc.gov/council/about-us/district-map/>

If you have a question about your organization's eligibility to apply for this grant, contact the Program Outreach Coordinator, Leesie Clegg, by email: leesie.clegg@slc.gov or by phone/text: (385) 707-7582

- *Will the proposed project be located in or directly benefiting residents of Salt Lake City?
 - Yes
 - No
 - I'm not sure

- *Are you applying for a grant on behalf of one of the following groups: government agency, political group, media group, group/individual living or serving outside of Salt Lake City?
 - Yes
 - No
 - I'm not sure

Contact Information

Please provide the following information so our team can communicate with you about the application.

- *Name of applicant or primary contact person:
- *Email address:
- *Phone number:
- *Organization's mailing address:
- What communication method(s) would you prefer to use when communicating with us?
(select all that apply)
 - Email
 - Phone call
 - Text message
 - Other: (specify)
- What language would you prefer to use when communicating with us?
- If you would like to list an additional contact person, please provide their name and contact information here:

Project Proposal

Section 1: Organization Description

Please answer the following questions about your group, organization, or business in 1-3 paragraphs. The most successful applicants will be groups led by and serving those that have been negatively impacted by the food system or that experience barriers to accessing the foods they need and groups with a demonstrable history of or potential to execute the goals of their project. Please note that we use the term "organization" throughout this application to refer to many different group or business structures and types.

The questions in this section will be reviewed and scored by our grant committee and used to select projects for funding.

- *Name of organization (or organizations if applying as a partnership):

- *Organization website and/or social media handles (if none, please write NA):

- *Please select the option that best describes your organization
 - Grassroots group (organization without 501(c)(3) status)
 - Nonprofit (organization with 501(c)(3) status)
 - Neighborhood or community association
 - Faith-based organization
 - School
 - For-profit business
 - Other: (specify)

- *Please select the option that best describes your organization's overall budget:
 - \$1,000,000 (one million dollars) or more
 - \$500,000 to \$999,999
 - \$250,000 to \$499,999
 - \$100,000 to \$249,999
 - \$50,000 to \$99,999
 - \$25,000 to \$49,999
 - Less than \$25,000

- *Please describe your organization and its mission. Include a brief description of your organization's history including why it was founded, the key issue(s) it addresses, your current work, and any major accomplishments.
- *Please describe the populations your organization primarily engages and serves. Does your organization work with people or communities that have been negatively impacted by the food system or that experience barriers to accessing food?

- *Please describe how those who are impacted by your organization's work participate in the decision making of your organization.
- *Where is your organization located? What is the geographic area your organization primarily serves?

Section 2: Project Description and Impact

Please answer the following questions about your organization's proposed project. The questions in this section will be reviewed and scored by our grant committee and used to select projects for funding. The most successful applicants will clearly demonstrate how their project aligns with the purpose and goals of this grant program and improves food access in Salt Lake City.

- *How much funding are you seeking for this project? (up to \$5,000)

- *Which funding priority category, if any, does your project align with best?
 - Growing food
 - Inclusive outreach and communications
 - Dignified food choices
 - Healthy food environments
 - None of the above

- *Please describe your proposed project and its goals.

- *Has your organization been awarded a grant through this program before?
 - Yes
 - No
- If yes – please describe how your organization is building on past funding OR indicate if it will be a new project unrelated to prior funding.
- *Describe the impact of your proposed project. How does your proposed project align with the purpose and goals of this grant program? How does your project improve food access in Salt Lake City?

- *Please provide a budget or detailed description of how all funds will be used for your proposed project. This information can be attached as a separate document if you prefer.
- *Please provide an estimated timeline for the project. This information can be attached as a separate document if you prefer.
- *How would you define success for this project?

- *What metrics will you use to evaluate this project and how will you collect that information?
- *How would your project incorporate sustainable or environmentally beneficial practices?
- *Who are your partners and how do you collaborate with them to achieve your goals? How do you plan to grow and foster community support for your project?

- *I acknowledge that our organization may be asked to provide a letter of support from community members or other organizations involved or impacted by our organization's proposed project.
 - I understand and agree to the terms of this statement. Initials: _____
- *Please provide the address or addresses of the proposed project site/s, including the zip code/s. If a physical location does not apply to your project, write NA.
- *Does your organization own or have permission from the owner to use the space where you are proposing to locate your project? You may be asked to provide proof of ownership or permission from the owner prior to receiving funding for your project.
 - Yes
 - No
 - I'm not sure
 - Not applicable to project
- If desired, please use this space to share anything else you would like the Selection Committee to know or consider about your work that the application questions did not address.

Please note: The information you provide for this question will be used to better understand what your project is trying to achieve and has no impact on whether your project is awarded a grant. The information provided could increase points awarded on other questions if it provides more clarity or context to those responses. This question is optional.

- Please list any questions you have about the grant program, application, or process.

Additional Information (optional)

The City is interested in understanding more about who is applying for the SLC Food Microgrant Program and what kinds of projects they are interested in so we can continue to adapt our program, reach a diverse audience of applicants, support various project types, and better serve our community. **The answers to the following questions will not be used to score your application and have no impact on whether your project is awarded a grant. These questions are optional.**

- How long has your organization existed in Salt Lake City?

- Has your organization ever applied for a grant before? (Any grant, not just the microgrant).
 - Yes
 - No

- Will this grant be used to start a new project or support/expand an existing project?
 - Start a new project
 - Support/expand an existing project
 - Other: (specify)

- How much experience, if any, does your organization have producing food?
 - None or less than 1 year
 - 1-3 years
 - 4-10 years
 - 10+ years
 - Not applicable

- Would the proposed project do one or more of the following? (select all that apply)
 - Replace all or part of a grass lawn
 - Replace all or part of a paved or rock/gravel area with plants
 - Install a water efficient irrigation system
 - Plant one or more trees
 - Change the landscaping in a park strip
 - None of the above

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- At what kind of location would the proposed project be located?
 - Single family home
 - Duplex or multifamily building
 - Apartment or condo building
 - Shared community or neighborhood space
 - School
 - Church
 - Business
 - Not applicable to project
 - Other: (specify)
- Does your organization own or rent the space where your proposed project is/would be located?
 - Own
 - Rent
 - Not applicable to project
 - Other: (specify)
- How did you hear about this grant program?
 - Email
 - SLCgreen Newsletter
 - From a friend, family member, or neighbor
 - Nextdoor
 - Instagram
 - Facebook
 - Other (please specify):
- Do you have any helpful information you'd like to share with other applicants? This could include local food resources, organizations, or funding opportunities. If yes, please list the names of the organizations or resources.
- Is there anything else you think would be helpful for the City to know as we seek to support individuals and communities in promoting food access through this grant or other City programs?

Acknowledging Next Steps

- *I acknowledge that if selected for a grant, our organization will be responsible for ensuring the project complies with any relevant City, County, or State regulations.
 - I understand this statement and agree to its terms. Initials: _____
- *I acknowledge that if selected for a grant, our organization will have to sign an agreement with the City outlining the responsibilities, expectations, and requirements of receiving funding.
 - I understand this statement and agree to its terms. Initials: _____
- *I acknowledge that if selected for a grant, our organization will have to register with Salt Lake City to receive the funding. Receiving this funding may have tax reporting implications.
 - I understand this statement and agree to its terms. Initials: _____
- *I acknowledge that if selected for a grant, our organization will have to attend an orientation as a requirement of receiving the funding.
 - I understand this statement and agree to its terms. Initials: _____
- *I acknowledge that if selected for a grant, our organization will be responsible for reporting outcomes of the funded project to Salt Lake City's Sustainability Department.
 - I understand this statement and agree to its terms. Initials: _____
- *I acknowledge that our organization may be asked to provide information about and/or photos of our project to help with the publicity of the SLC Food Microgrant Program. There will be an opportunity to opt out of the publicity request. Choosing not to participate in the publicity of this program will have no impact on whether our project is awarded a grant.
 - I understand this statement and agree to its terms. Initials: _____

END OF APPLICATION