2025 Partners in Equity (PIE) Food Project Grant
PIE Food Project Grant Cover Letter

Dear Applicant,

The Dane County Tamara D. Grigsby Office for Equity and Inclusion, in partnership with the Dane County Food Council, is pleased to announce the annual Partners in Equity (PIE) Food Project Grant.

This grant program was created to encourage the **development of projects that advance equity and access in local food systems across Dane County.** We are looking for projects that will provide the **greatest impacts in strengthening our food system and cultivating community engagement and access.**

Proposals should address one or more of the following Dane County Food Council (DCFC) goals:
- Increase access to healthy, local, culturally-relevant food
- Strengthen regional agriculture and ease access to land for growing food
- Decrease food waste and loss via recovery and redistribution of good quality rescued foods
- Enhance community voice in local food system development

Grant Objectives:
We are seeking to identify local food system projects which have the greatest impact on our vulnerable communities who are underrepresented and/or underserved, with a special emphasis on Dane County communities outside the City of Madison.

Vulnerable populations:
- Groups who are disproportionately underrepresented, as leaders and as residents, in decision-making processes in the private and public sectors; and
- Groups who are underrepresented and/or underserved due to historical and current inequities in housing, infrastructure development, and public and private investment (access to transportation, grocery stores and farm land, etc) and therefore have greater barriers in place to accessing healthy, culturally relevant foods.
- Some examples of individuals who may identify as underrepresented and/or underserved may include: BIPOC (Black, Indigenous, and People of Color) communities, racial or ethnic minorities, women, LGBTQIA+ communities, individuals with limited resources or income, people with disabilities, elderly individuals, unemployed or precarious workers, communities impacted by environmental hazards, individuals with limited English proficiency, and rural residents with limited access to services

---

Individuals and organizations with smaller projects are especially encouraged to apply.
In 2025, $40,000 is available for PIE Food Project Grants. There are two different application categories:
- Grant A pool will support funding requests up to $2,000
- Grant B pool will support funding requests between $2,001-$4,000

We strongly encourage you to view prior PIE Food Project Grant awardees listed at the Dane County Office for Equity & Inclusion website: https://equity.danecounty.gov/grants/PIE-food. We also

encourage you to think outside the box so that we can strengthen our food system from all sides and sectors. If you have questions about whether your project might be eligible, please contact Theola Carter at (608) 283-1471 or OEIGrantSubmission@danecounty.gov.

Projects will be given preference and/or awarded additional points for the following:
1. Projects that have the greatest impact on our most vulnerable populations, who are underrepresented and/or underserved within our food system.
2. Projects impacting geographic priority areas:
   #1 Geographic priority area: Dane County communities outside of the City of Madison.
   #2 Geographic priority area: Vulnerable populations in the City of Madison (see details below).
3. Projects that demonstrate a short or medium-term impact.
4. Applicants who've not previously received PIE Food Project Grant funding.

For projects that include City of Madison communities, please refer to the Food Access Improvement Map to see high priority neighborhoods: https://www.cityofmadison.com/mayor/programs/food/food-access-improvement-map.

If your project only serves communities within the City of Madison, we encourage you to apply for a City of Madison SEED Grant: https://www.cityofmadison.com/mayor/programs/food/seed-grants. SEED applicants may also apply for a PIE grant. Funding can be received from both a SEED grant and a PIE grant, not to exceed the total project budget needed.

To apply, complete the application form found on the following pages.
- Applications are due by **4:00 PM on Monday, February 24, 2025**
  - Submit it electronically to OEIGrantSubmission@danecounty.gov.
  - If you are unable to submit electronically, mail it to:
        ATTN: Theola V. Carter
        Tamara D. Grigsby Office for Equity and Inclusion
        210 Martin Luther King Jr. Blvd, Room 356
        Madison, WI 53703
- **Mailed applications must be postmarked by 4:00 PM on Monday, February 24, 2025**
- If you have questions or need assistance completing the application, please contact Theola Carter at (608) 283-1471 or OEIGrantSubmission@danecounty.gov.

We look forward to reviewing your application.

Sincerely,

Theola V. Carter, MPA
Manager of Policy and Program Improvement
Tamara D. Grigsby Office for Equity and Inclusion

2025 Partners in Equity (PIE) Food Project Grant
PIE Food Project Grant Application

Grant Objectives:
We are seeking to identify local food system projects which have the greatest impact on our vulnerable communities who are underrepresented and/or underserved, with a special emphasis on Dane County communities outside the City of Madison. In the City of Madison, a high priority will be placed on areas indicated on the 2022 Food Access Improvement Map:

https://www.cityofmadison.com/mayor/programs/food/food-access-improvement-map

We are not attempting to identify the applications which are the best written. In other words, we use scoring to measure the impactfulness of the project, not to discount applications for mistakes which do not translate into the ability to successfully implement the program or project.

As this is a small grant opportunity, funding does not need to be predicated on a long-term vision of sustainability. Rather, short and medium-term impact should be prioritized.

Please see the next page for detailed scoring criteria.

In 2025, a total of $40,000 is available for PIE Food Project Grants.

Please note whether your project falls within the Grant A pool or the Grant B pool:

- **Grant A pool will support funding requests up to $2,000**

- **Grant B pool will support funding requests between $2,001-$4,000**

<u>**Guidelines used by Reviewers:**</u>
These are the guidelines that reviewers will consider when scoring applications.

Example: Scale from 0-5
- 0 – Missing/incomplete information
- 1 – Poor/Below average response
- 2 – Fair response
- 3 – Good/average response
- 4 – Above average response
- 5 – Excellent response

The baseline for all responses is FAIR (2). Points should be added based on the ability to exceed that baseline, or subtracted when the baseline requirements aren't met.

Low scores indicate **POOR** or **FAIR** responses. Scores of zero should be reserved for applications with missing or incomplete information. Middle scores indicate **GOOD** responses. Top scores in each scoring category should be reserved for **EXCELLENT** responses that go above and beyond.

Reasons to score above 2 may include a strong focus on equity and access - such as the following attributes, or other particular strengths:
- *Clearly directly serves vulnerable populations*
- *Demonstrates new approaches and/or impactful plans to address existing challenges*
- *Is focused in scope and represents a feasible effort towards impacting the project's goals*
- *Meets a currently unmet community need*
- *Explicitly ties the project to Dane County Food Council goals*

****For Geographic Area**:
- Score is 5 if the area served by the project includes a Dane County community outside of the City of Madison.
- Score is 3 if the area served by the project is within the City of Madison and impacts a vulnerable community who is underrepresented and/or underserved. Check if the community served is in a 2022 City of Madison Food Access Improvement Focus Area (map link above), or if the application provides information that identifies the area as vulnerable, underrepresented, and/or underserved.
- Score is 0 if the project does not serve either of the two priority geographic areas described.

****Not Previously Funded**: 5 bonus points will be awarded to organizations not previously funded by a PIE Food Project Grant.

APPLICANT INFORMATION

Title of Proposal:

Funding Amount Requested: _____
Check one: ☐ **GRANT A:** $2,000 or less   ☐ **GRANT B:** $2,001-$4,000

Agency/Organization/Group Name (Please provide the full, legal business name):

Address:

Contact Person:

Phone number: Email:

Is your group: a 501 (c)(3)? ☐ YES   ☐ NO
Incorporated under Chapter 181 Wisc. Stats.?   ☐ YES   ☐ NO

If no to both, do you have a fiscal agent? ☐ YES - Fiscal agent:_____
                                           ☐ NO – Please contact Theola Carter: (608) 283-1471 or

OEIGrantSubmission@danecounty.gov

Please do not complete grayed area of application: For grant reviewers only				
PART I: PROJECT OVERVIEW (*15 points available*)				Score 0-5
Previously funded? *5 points*	Has your organization previously received PIE Food Project grant funding?	☐ YES (*0 points*) ☐ NO (*5 points*) If yes, provide year received _____ and project title:		(0 or 5)
Project Summary *5 points*	**2-4 sentences:** Please state the purpose of your project.			

			Score 0-5	Adjusted Score
Geographic Area Served *5 points*	**2-4 sentences:** List the specific geographic area(s) of Dane County your project will serve.	*(5 points if project area served includes a Dane County community outside the City of Madison; 3 points if project area served is within the City of Madison and impacts a vulnerable community who is underrepresented or underserved.)*		(0,3 or 5)
FOR REVIEWERS: PART I TOTAL (15 points available)				

PART II: COMMUNITY IMPACT (*25 points available*) *Some items are weighted double to emphasize the importance of alignment with DCFC's impact and equity goals*			Score 0-5	Adjusted Score
Alignment with DCFC Goals *10 points*	**Check all that apply:** Which DCFC goals is your project aligned with? **AND:** For each goal checked, write **1-2 sentences** stating how your project is aligned with the goal.	☐ 1. Increase access to healthy, local, culturally-relevant food ☐ 2. Strengthen regional agriculture and ease access to land for growing food ☐ 3. Decrease food waste and loss via recovery and redistribution of good quality rescued foods ☐ 4. Enhance community voice in local food system development		x2 =

Communities Served *10 points*	**4-6 sentences:** Please describe the vulnerable groups, communities, or populations your project seeks to serve or support. Include how they are underrepresented and/or underserved within our food system.	*(Your project must serve or provide support to vulnerable populations who are underrepresented and/or underserved within our food system (reference p. 1 of the cover letter).)*		x2 =
Community Engagement *5 points*	**3-5 sentences:** Please describe how you have connected, consulted, and/or engaged with these communities in the project planning, and how you plan to do so during implementation.	*(In the project planning and implementation, it is important to connect, consult, and engage with the communities who will be served or supported with this project.)*		
FOR REVIEWERS: PART II TOTAL (25 points available)				
PART III: IMPLEMENTATION (*20 points available*)			Score 0-5	Adjusted Score
Implemen-tation *5 points*	*Think about the most important components or activities of your project. For each of these, please write **1-2 sentences** describing what they are and how they will be carried out.	Project component/activity 1. Project component/activity 2. Project component/activity 3. (Describe at least 3; may add additional components/activities if needed.)		

Impact/ Outcomes on Vulnerable Populations *10 points*	*Think about your project's intended short- and medium- term outcomes, especially in terms of how your project will impact the communities you'll serve or support. For each of these, please write **1-2 sentences** describing what they are.	Outcome 1. Outcome 2. Outcome 3. (Describe at least 3; may add additional components/activities if needed.)		x2 =
Feasibility *5 points*	**2-4 sentences:** Please describe specifically how the funds from this grant would be used to implement your project.			
FOR REVIEWERS: PART III TOTAL (20 points available)				

PART IV: TOTAL PROJECT BUDGET SUMMARY *(5 points available)*
Please provide information on your **total** project costs. Add lines if needed.

Item Description (including staff positions)	Total Cost of Line Item	PIE Grant Dollars Requested for this Item	SEED Grant Dollars Requested for this Item *(if applying for a SEED grant)*
	$	$	$

TOTAL AMOUNTS	$_____ **Total project costs**	$_____ ***This total should match your total amount of PIE funding requested.***	$_____ **Total SEED funds requested for this project**
FOR REVIEWERS: TOTAL (0 or 5 points)			

PART V: DISCLAIMER AND SIGNATURE
I certify that my answers are true and complete to the best of my knowledge.
Signature: Printed Name: Date:

Optional question (Unscored):
Do you want help making connections to more partners for your project?

☐ Yes, I'd like DCFC to contact me to help with partner connections
☐ No

Deadline to submit: Monday, February 24, 2025 (4:00pm)
Submit to Theola Carter, Manager of Policy and Program Improvement
Electronically: OEIGrantSubmission@danecounty.gov

OR **Mail:**
    ATTN: Theola V. Carter
    Tamara D. Grigsby Office for Equity and Inclusion
    210 Martin Luther King Jr. Blvd, Room 356
    Madison, WI 53703

THIS SECTION FOR REVIEWERS ONLY	
FINAL POINT TOTAL FOR PIE APPLICATION 65 Total Points available	