



**RI Department of Environmental Management  
Local Agriculture and Seafood Act Grants Program  
2018 APPLICATION**

Thank you for your interest in the LASA Grants Program. For application instructions and grant guidelines, please go to: <http://rifoodcouncil.org/lasa-grants-program/>

**ABOUT:**

The Rhode Island Department of Environmental Management, Division of Agriculture is accepting grant applications for the Local Agriculture and Seafood Act Grants Program. The goal of the program, which was established by the Local Agriculture and Seafood Act (LASA) of 2012, is to support the growth, development, and marketing of local food and seafood in Rhode Island. It is made possible by \$100,000 in funding from the State of Rhode Island, and an additional \$130,000 in matching funds from the Henry P. Kendall Foundation, the van Beuren Charitable Foundation, and the Rhode Island Foundation. This unique and unprecedented public-private partnership will provide grants intended to directly benefit and strengthen the local food system in Rhode Island.

Please include all information requested below in the spaces provided.

**INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED.**

**1. NAME(S) OF APPLICANT(S):**

**2. SELECT APPLICANT CATEGORIES (select all that apply):**

**A) SECTOR:**

**Agriculture\***

**Aquaculture**

**Seafood/Fishery**

**Other:**

**B) STRUCTURE:**

**Business (Sole Proprietorship, Partnership, LLC, Corporation, etc.)**

**Non-profit Organization**

**Cooperative or Collaborative**

**Other (max 1000 characters):**

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\* Aquaculture is considered an agricultural activity but is defined as its own category for the LASA program and review and scoring by the LASA Committee

**3. If you selected cooperative or collaborative for Question #2: please provide a letter from each non-applying partner confirming their support of this application and relationship to the collaboration/group.**

**4. PRIMARY CONTACT PERSON:**

**5. EIN or TAX IDENTIFICATION NUMBER:**

**6. MAILING ADDRESS:**

Street Address:

Address Line 2:

City:

State:

Zip Code:

**7. DAYTIME PHONE NUMBER:**

**8. EMAIL ADDRESS:**

**9. TOTAL GRANT AMOUNT REQUESTED:**

\$

**10. LENGTH OF PROJECT (2 year maximum project duration):**

Estimated start date:

Estimated completion date:

**11. Is the applicant involved in any litigation which might affect financial solvency, or is the applicant in default on any obligations, or delinquent on any state or federal tax, at the present time?**

**YES**

**NO**

If YES, please explain in a separate document and include it with your application submission

**12. PREVIOUS LASA ROUNDS**

**A. Have you applied to LASA in the past?**

**B. Have you been awarded a LASA grant in the past?**

- a. **If previously funded through a LASA grant, what is the status of the project? Please include detail on whether you have completed the project and status of midterm and/or final reports**
- C. **If you are applying as part of a collaboration or co-op, please indicate if any others in your group have applied for and received LASA funding in the past.**

### **13. BACKGROUND:**

*\*Please note, all financial information is confidential and will be seen only by members of the LASA Committee for purposes of reviewing your application. It will be kept confidential and will not be part of public record.*

***If the primary applicant is an organization, cooperative/collaborative, or group entity:***

Please provide a brief summary of your mission, goals, history, programs, major accomplishments, success stories and qualifications. If relevant, please include the number of years you have been in operation and the approximate annual gross revenue and annual net income for each of the last three years. For cooperative or collaborative applications, please include operating history and annual gross revenue and net income information for **all partners involved**.

***If the primary applicant is an individual:***

Please include a bio or resume about yourself and a short description and history of your operation. Please include the number of years you have been in operation and the approximate annual gross revenue and annual net income for each of the last three years.

If you are a new business/start up and do not have gross revenue and net income at this point, please indicate it here as well.

**14. Please provide a description of the proposed project or program. What will you do for this project? What need or gap does this project or program address? How will LASA funding, as well as any volunteer or additional resources, be used? (500 word maximum)**

**15. How does this project fit one or more of the 2018 LASA Priorities below? Projects are encouraged to meet more than one priority.**

**If your project involves working with producers directly, please be specific about any communications you have had with them.**

**(500 word maximum)**

**Project priorities for the 2018 LASA Grants Program:**

1. Supporting the entry, growth and sustainability of small or beginning agriculture producers (including aquaculture producers) and fishermen/women.<sup>†</sup>
2. Fostering new collaborations or sharing new information among Rhode Island producers and producer-supporting organizations.
3. Supporting new products or new sales channels with clearly defined markets, including institutional purchasing of local food.
4. Enhancing access to and availability of agricultural land for producers, including farm transition planning and implementation.
5. Addressing gap areas or implementation needs identified in Rhode Island's Food Strategy *Relish Rhody* ([www.relishrhody.com](http://www.relishrhody.com)).

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<sup>†</sup> A small farmer or aquaculture producer is defined by the USDA as one with annual revenues not exceeding \$350,000. A beginning farmer or aquaculture producer is defined by USDA as one who has not operated a farm or aquaculture operation for more than 10 years. There exists no federal definition for small or beginning fisherman/woman, and with the goal of the LASA program and priorities being to support entry or sustainability of such, we will consider justification by the applicant at face value. In either case, one must either be an owner/operator or substantially participate in the operation of the farm, aquaculture, or fishing business.

**16. What does success look like for this project? How will you track or measure your progress and evaluate if the project is successful once it is completed? (500 word maximum)**

**17. Is there any information the Committee should know about regulatory, zoning, or legal requirements that are relevant to your project?**

Is there regulatory or other permitting needed for the project to go forward? If yes, what is the status? If permitting is needed, have you had a conversation with the appropriate regulatory body?

The Committee is looking for information that assures the project will move forward if funded. Examples that might be relevant based on your project include:

- Do you own or lease the land on which you farm?
- Length of your land tenure: when does your lease end?
- If producing an added value food product, details of any conversations you have had with a Department of Health official
- Preliminary zoning approval for the project, pending funding

**If any permit or approval is required for the project, additional information must be included with your application indicating status of permitting or approval.**

18. Please provide a program or project budget for your request. The Budget Table below provides you space to break out the category costs for LASA funds requested, and the Budget Narrative provides space for additional information about what LASA funds will support (specific equipment information, pay rate for staff or contracted labor, etc).

The Total Amount Requested in the Table must match your Total Grant Amount Requested in Question #9 above!

If your request is part of a larger project (that includes LASA funding as a portion of the total project cost), please provide a description of the full project (with matching or additional funds) in the final section of the Budget Narrative:

CATEGORY	Grant Funds Requested
Equipment, Supplies, and Materials	\$
Staff	\$
Contracted Labor	\$
Other	\$
<b>TOTAL AMOUNT REQUESTED*</b>	\$

\*This must match the Total Grant Amount Requested in Question #9!

#### BUDGET NARRATIVE

Please provide a brief explanation/justification for estimated costs detailed above. Please note: while LASA awards will be announced in May, LASA funding will be released by September 2018.

Equipment, Supplies, and Materials (include all types of equipment/supplies/materials that will be purchased, as well as cost estimates for equipment/supplies/materials, etc.):

**Staff (include name or title of anyone on salary or payroll whose time will be paid with LASA funds; include # of hours, pay rate, responsibilities, etc.):**

**Contracted Labor (include name or title of anyone paid hourly or for a specific project task with LASA funds; include # of hours, pay rate, scope of work that is contracted, etc.):**

**Other (please include any relevant details that will help the Committee understand these costs):**



**Is your LASA request part of a larger project?:**

**Are there any personal, matching, or in-kind resources that are being contributed to the overall project but were not captured in the Budget Table? Additional resources are not required, but do show evidence of broader support for the project. Resources can include things that will be part of the project, but are not identified as project costs in the budget: volunteer time, free services, donated equipment, additional funding, etc. Please include any relevant information for the LASA Committee about the full project, with an explanation of how LASA funds fit into the larger project.**

**Examples:**

- *You will organize a volunteer group to help with construction of a hoophouse*
- *10 fishing vessels will volunteer their time and fuel for a project focused on creating a local seafood promotional video*
- *A neighboring farmer will let you borrow a piece of machinery to help with project construction at no cost*
- *You will contribute \$1000 to the project*

**19. Please provide an abstract or project summary of your project. (250 word maximum)**

**Certification of Applicant**

➤ **TO HAND DELIVER OR MAIL APPLICATION:**

**Please fill in application form electronically, print out, sign & date below, and deliver/mail to:**

RI DEM, Division of Agriculture  
**Attention: LASA Grants Program**  
235 Promenade Street, Room 370  
Providence, RI 02908-5767

**Hand-delivered and mailed applications must be received at the RI DEM Division of Ag office by March 1, 2018, during normal working hours, 8:30am-4pm.** Please note that the Division of Agriculture office closes for holidays and weekends.)

**The Division of Agriculture will email a confirmation of receipt.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_