



## **New York State Department of Agriculture & Markets Request for Proposals**

### **Fresh Connect Farmers Market Program Round II**

#### **Questions & Answers**

**Q: How will the grants be distributed geographically?**

A: Section 5.3 of the RFP explains that the evaluation panel may award up to a total of five additional points per application to help achieve geographic diversity for the Fresh Connect program. The following regions will be used for this purpose:

- Western New York: The counties of Allegany, Cattaraugus, Chautauqua, Erie, Genesee, Livingston, Monroe, Niagara, Ontario, Orleans, Steuben, Wayne, Wyoming and Yates;
- Central New York: The counties of Broome, Cayuga, Chemung, Chenango, Cortland, Jefferson, Lewis, Madison, Oneida, Onondaga, Oswego, St. Lawrence, Schuyler, Seneca, Tioga and Tompkins;
- Eastern New York: The counties of Albany, Clinton, Columbia, Delaware, Essex, Franklin, Fulton, Greene, Hamilton, Herkimer, Montgomery, Otsego, Rensselaer, Saratoga, Schenectady, Schoharie, Warren and Washington;
- Metro New York: The counties of Bronx, Dutchess, Kings, Nassau, New York, Orange, Putnam, Queens, Richmond, Rockland, Suffolk, Sullivan, Ulster and Westchester.

**Q: Page 8 of the Application asks for three community members who support this project. What does "support" mean?**

A: Support in this instance means that they approve of the idea or the proposal you are submitting and plan to support (not oppose) it. In this instance, support does not require them to provide any contribution (money or time) to the project.

**Q: In terms of the 25 percent match, can volunteer time be counted towards the match?**

A: Per Section 1.3 in the RFP, and again mentioned on Page 3 of the Application, recipients are required to provide a 25% match, which can be provided as cash or in-kind services. In-kind services can be for your time spent administering the program and can be calculated at a reasonable hourly rate.

**Q: Page 1 of the Application asks for our registration number from the New York State Charities Bureau. Due to some technical issues, we are still waiting to get our registration number. If we don't get the number in time, can we still file and give it to you later?**

A: Yes, you can still apply, but we do require you to provide proof of application for your registration number from the Attorney General's office to be submitted with your Fresh Connect Application. Please note that no contract will be executed nor money exchanged without your official New York State Charities Bureau registration number assigned.

**Q: When will applicants to the Fresh Connect Program be notified if they have been awarded funding?**

A: Applicants can expect to hear from the New York State Department of Agriculture and Markets regarding their Fresh Connect applications no later than Friday, April 27, 2012.

**Q: How do you define "low-income" and "underserved" communities?**

A: Low-income and/or underserved communities is not defined in the RFP. Applicants are required to define the low-income and/or underserved community they will serve per Part D, Question 3 in the Application.

**Q: My project involves working with a food cupboard. Is a "food cupboard" classified the same as a "market"?**

A: Eligible applicants are defined in Section 2 of the RFP. Eligible projects must increase access to New York farm and food products by low-income and/or underserved communities in New York State through direct marketing activities.

**Q: Are for profit entities eligible to apply?**

A: Eligible and ineligible applicants are defined in Sections 2.1 and 2.2 of the RFP. Unincorporated community groups, volunteer associations, for-profit organizations and individuals seeking to participate in this program must be sponsored by a not-for-profit corporation or municipality to act as a fiscal agent for program funding. The fiscal agent must apply for, contract for, and administer the grant.

**Q: Would a market that is heading into its 4th season of serving a low-income food desert community be eligible for this grant program?**

A: Eligible applicants must meet the criteria set forth in Section 2 of the RFP. Eligible projects must increase access to New York farm and food products by low-income and/or underserved communities in New York State as described in Section 2.5. The examples listed in that section are only examples of eligible projects, and eligible projects are not limited to only those listed there.

**Q: Can we apply for Fresh Connect Checks as a standalone proposal, or do the incentive checks only come as an added benefit for awarded proposals?**

A: Fresh Connect Checks will be made available to farmers' markets by the New York State Department of Agriculture and Markets at a later date. There is no need to submit a Fresh Connect grant proposal to request or to receive Fresh Connect Checks.

**Q: Is the funding only available for projects involving produce?**

A: No. As outlined in Section 2.5 of the RFP, funding is available for eligible projects that increase access to New York farm and food products by low-income and/or underserved communities in New York State through direct marketing activities. "Farm and food products" are defined in Section 2.4 of the RFP as "any agricultural, horticultural, forest or other product of the soil or water, including, but not limited to, fruits, vegetables, eggs, dairy products, meat and meat products, poultry and poultry products, fish and fish products, grain and grain products, honey, nuts, preserves, maple sap products, apple cider, fruit juice, wine, ornamental or vegetable plants, nursery products, flowers, firewood and Christmas trees."

**Q: Can the same entity apply multiple times for this grant?**

A: Yes. Per Section 1.2 of the RFP, applicants may apply for and receive funding for more than one project, but must submit a separate application for each project for which funding is being requested.

**Q: Can federal funds be used as a financial match?**

A: Yes. Federal funds and private funds, as well as in-kind services, may be used to meet the 25 percent match requirement outlined in Section 1.3 of the RFP. Letters of support detailing the source and dollar value of matching funds must be submitted with all applications for funding.

**Q: Would CSA subsidies (a portion of a CSA share paid to the farmer to reduce the cost for a low-income consumer) be considered an allowable expense?**

A: Based upon the information provided, it appears this would be an allowable expense in accordance to Section 2.7 of the RFP. Eligible expenses are those that are directly related to the completion of an eligible project.

**Q: Must we use the Application pdf to write in our responses to Part D – Project Details or may we attach separate pages to include our full response?**

A: For Part D – Project Details in the Application (pages 5-8), you may attach additional pages to the Application in order to give yourself more space, and the opportunity to type up your responses to the questions asked in that section. If you choose to do so, you must either note the number of the question, or repeat the question prior to giving your response on the additional pages.

**Q: If proposals are due April 2<sup>nd</sup>, what is the funding time line? What is the expected contract period start date?**

A: The contract start date will be the date of the award, which should be no later than Friday, April 27, 2012. The contract end date will be no later than March 31, 2013.

**Q: Would a gleaning program that donates its harvested products to soup kitchens and food pantries be eligible for funding through this RFP, or just the smaller aspect of the project that entails matching up farmers with soup kitchens and food pantries? Please advise.**

A: Based upon the information provided, it appears this would be an eligible project in accordance to Section 2.5 of the RFP. All eligible projects must increase access to New York farm and food products by low-income and/or underserved communities in New York State through direct marketing activities.

**Q: Our farmers' market is an outreach program of our church, and we are made up of 100% volunteers. Are we eligible?**

A: It is difficult to tell if your market or church is eligible to apply based on the information provided. Eligible and ineligible applicants are clearly defined in Sections 2.1 and 2.2 of the RFP. However, ineligible applicants can participate if they are sponsored by a not-for-profit corporation or municipality that would act as a fiscal agent for program funding. The fiscal agent would then be the entity that would apply for, contract for, and administer the grant.

**Q: Does it matter who signs on as the Principal Contact on the Application?**

A: Who the Principal Contact on Page 1 of the Application should be is completely up to the applicant. The Principal Contact could be the leader of your organization or the program person on the ground, but regardless, the Principal Contact should be the proposal's main point of contact for the Department.

**Q: The Application says "not-for-profit corporations (provide number, proof of application or exemption). What does that mean?**

A: Per Section 3.4 of the RFP, all not-for-profits organizations contracting with the State or serving as a fiscal agent must be registered with the New York State Charities Bureau, unless a proper exemption is obtained. Therefore, as part of the Application, we require all applicants to provide their organization's charitable registration number; proof of application with the New York State Charities Bureau for a registration number; or a statement from the applicant that the organization is exempt pursuant to one of the categories indicated on the Office of Attorney General's Request for Registration Exemption (Schedule E).

**Q: Would a church have a NYS Charities Bureau registration number?**

A: To check on an organization's charities registration status, or if you have questions regarding the statutory requirements for registration, contact the New York State Office of the Attorney General, Bureau of Charities Registration, 120 Broadway, New York, NY 10271-0332, or call (212) 416-8402, email [charities.bureau@oag.state.ny.us](mailto:charities.bureau@oag.state.ny.us) or visit their website at <http://www.oag.state.ny.us/bureaus/charities/charities.html>.

**Q: Are "Fresh Connect Checks" separate from the grant? If so, how do we apply to receive these for our Food Stamp customers?**

A: Fresh Connect Checks are separate from the grant and will be made available to farmers' markets by the New York State Department of Agriculture and Markets at a later date. There is no need to submit a Fresh Connect grant proposal to request or to receive Fresh Connect Checks.

**Q: Can you tell me more about the format of the weekly reports? What length is expected? How are they to be submitted? What kind of key facts and statistics are required?**

A: Per Section 7.1 of the RFP, awarded applicants will be required to submit brief weekly reports. The reports should provide a snap shot of the successes or challenges of the project that week. We do not expect them to be longer than a paragraph and can be submitted either by fax or email. Examples of key facts and statistics can include, but are not limited to: number of

customers; dollars of product sold; number of farmers participating in the project; EBT sales; special events that took place; population served; number of Fresh Connect Checks redeemed; etc. We intend to work with each awarded applicant to make the weekly reports as easy and stress-free as possible.

**Q: Would our market be eligible for the 2012 Fresh Connect Program – it is entering its 30<sup>th</sup> season and does cater to the needs of low-income and underserved communities.**

A: Based on the information presented, yes. Eligible applicants must meet the criteria set forth in Section 2 of the RFP. Eligible projects must increase access to New York farm and food products by low-income and/or underserved communities in New York State as described in Section 2.5. The examples listed in that section are only examples of eligible projects, and eligible projects are not limited to only those listed there.

**Q: Can you please elaborate on the fifth objective in Section 1.1 that states "to achieve demographic diversity"?**

A: Per Section 5.3 of the RFP, the evaluation panel may award up to a total of five additional points per application to help achieve geographic diversity. The points would be allocated to applicants in underrepresented regions of the State, depending on the proposals submitted. Please see Question #8 above for explanation of the regions.

**Q: Does each collaborating partner need to submit proof of workers compensation, or just the lead entity applying for the grant?**

A: Per Section 3.3 of the RFP, proof of Workers Compensation insurance coverage will be required from the entity applying for the grant (the contractor). However, the contractor may want to require that any partner or subcontractor have its own workers compensation policy. For more information and requirements, please visit [www.wcb.ny.gov](http://www.wcb.ny.gov).

**Q: Do all collaborating non-profits need to submit proof of registration or exemption with the New York State Charities Bureau, or just the lead entity applying for the grant?**

A: Per Section 3.4 of the RFP, all not-for-profits that apply for the grant are required to register with the New York State Charities Bureau. The Department requires proof of registration from the contracting entity only and does not require proof from any partners or subcontractors of the project.

**Q: Is increasing access by a very low-income community to produce provided by City Harvest an eligible activity under this funding opportunity?**

A: Based on the information provided, this sounds like an eligible project. As described in Section 2.5 of the RFP, eligible projects must increase access to New York farm and food products by low-income and/or underserved communities in New York State.

**Q: Regarding the section on proof of ownership and control, we have applied for site permits for all of our markets, but don't expect them to be approved by the proposal deadline. Is there something else, such as a letter from the community board that we could submit in lieu of a finalized permit?**

- A: Yes, a letter from the proper entity authorized to provide consent indicating approval to operate the farmers' market would be sufficient proof of authority to execute the proposed project.
- Q: Will the Department provide training on the EBT wireless system, or is that service provided through the Farmers Market Federation of New York? If the Federation, please provide their contact information.**
- A: The Federation provides training for the wireless EBT terminals. You can contact Diane Eggert at the Federation directly at 315-637-4690 or [deggert@nyfarmersmarket.com](mailto:deggert@nyfarmersmarket.com).
- Q: Would you explain in more detail how the Fresh Connect Program actually works and how it will be implemented?**
- A: As outlined in Section 1 of the RFP, the Fresh Connect Program will partner and contract with local entities to develop and administer projects that will increase access to locally grown, fresh foods by low-income and/or underserved communities in New York State through direct marketing activities. Grants will provide up to \$10,000 or up to 75% of the total project cost to awarded applicants.
- Q: Is Fresh Connect funding for only one year?**
- A: Yes. Funding through this RFP is only for one year. All contracts will end no later than March 31, 2013.
- Q: If awarded a grant, when could we expect funding?**
- A: Per Section 6 of the RFP, once a contract is fully executed, grant funds will be disbursed on a reimbursement basis. Awardees may request, at the discretion of the Department, an initial advance of up to 25% of the total grant award.
- Q: Can we count the salary of the market director as the applicant match?**
- A: Yes. The salary of the market director for his/her time spent on the project could be used as match. Section 2.7 of the RFP outlined under Eligible Costs, that salaries and wages directly related to the proposal are eligible.
- Q: I operate an existing farmers' market that offers workshops and educational programming to an underserved population. Are we eligible to apply for the Fresh Connect grant?**
- A: Based on the information you provided, yes. Eligible applicants must meet the criteria set forth in Section 2 of the RFP. Eligible projects must increase access to New York farm and food products by low-income and/or underserved communities in New York State as described in Section 2.5. The examples listed in that section are only examples of eligible projects, and eligible projects are not limited to only those listed there.
- Q: Can you send an application that can be typed into?**
- A: Unfortunately, we do not have an application form that can be typed into electronically. Please use the pdf Application Form and feel free to hand write your responses and/or attach additional pages for longer answers, as required in Part D.

**Q: We are seeking funding to support nutrition accessibility and education at three farmers' market sites. Does each site count as one project individually and thus, require separate applications, or would they count as one project collectively?**

A: From the information you provide and based on Section 1.2 of the RFP, it appears that this is one project about providing nutrition accessibility and education at three different locations, and therefore would require only one application. However, if there would be three separate and distinct projects at each location, separate applications for each location would be required.

**Q: The fresh produce we will be increasing access of comes from HPNAP and City Harvest – not directly from a farm or farmer's market. Additionally, the produce would be provided through a food pantry and will not be sold. Is this an eligible direct marketing activity?**

A: Based upon the information provided, it does not appear to meet the definition of a direct marketing activity, as defined in Section 2.4 of the RFP.

**Q: Our project entails forming a new partnership with a New York farmer that will supply us with local, fresh farm products, which we would then prepare and serve healthy meals and snacks for free to over 250 low-income and special needs children a day. Is our project eligible?**

A: Based upon the information provided, it is difficult to determine whether your project is eligible or not. All eligible projects must increase access to New York farm and food products by low-income and/or underserved communities in New York State through direct marketing activities. "Direct marketing" is defined in Section 2.4 of the RFP as "the sale of farm and food products directly from producers to consumers and food buyers."

**Q: Since our project does not entail selling products to families, can we be exempt from the requirements set forth in Section 3.2 of the RFP?**

A: Based upon the information provided, it appears your project may be exempt from Section 3.2 of the RFP. That section outlines the RFP's requirement to accept Food Stamps, "unless not applicable to the type of project proposed."

**Q: How strictly is the "direct marketing" definition interpreted? For example, if a market purchased directly from farmers to sell at a satellite or youth market, would that meet the criteria?**

A: "Direct marketing" is clearly defined in Section 2.4 of the RFP as the sale of farm and food products directly from producers to consumers and food buyers. Based on the information you provided, your market could be considered a "food buyer" and thus meeting the criteria set forth in the RFP.

**Q: Are existing farmers' markets eligible?**

A: Yes, however eligible applicants must meet the criteria set forth in Section 2 of the RFP. Eligible projects must increase access to New York farm and food products by low-income and/or underserved communities in New York State as described in Section 2.5.

**Q: If we are able to locate an inexpensive vehicle to use for our project, would it be an eligible expense?**

A: Yes, as long as the possession and use of the vehicle is directly related to completion of an eligible project, as expressed in Section 2.7 of the RFP.

**Q: Can municipal funds be used to meet the 25% match?**

A: Yes, any funds with the exception of New York State funds may be used to meet the RFP's 25% match. Per Section 1.3 of the RFP, the match may be provided by the applicant or other supporters of the project. Letters of support detailing the source and dollar value of matching funds must be submitted with all applications for funding.

**Q: We run a farm share distribution site and would like to apply for funding to subsidize shares for our low-income clients. Would the cost our employees pay for their weekly farm share be considered a valid cost match, assuming it meets the 25% requirement?**

A: No. Section 1.3 of the RFP states that costs unrelated to the proposed project may not be considered as an applicant match. The money that employees pay for their own weekly farm share would not be considered related to the proposed project.

**Q: Would a cooperative market incorporated as a New York State General Cooperative Corporation be eligible to apply for Fresh Connect funding?**

A: Yes. A general cooperative corporation is a not-for profit. Not-for profits are eligible applicants under the RFP.

**Q: The fresh produce we will be increasing access of comes from HPNAP and City Harvest – not directly from a farm or farmer's market. Additionally, the produce would be provided through a food pantry and will not sold. Is this an eligible direct marketing activity?**

A: Based upon the information provided, it does not appear to meet the definition of a direct marketing activity, as defined in Section 2.4 of the RFP.

**Q: We are a small town that is trying to start a farmers' market for three communities that are basically below poverty level. Do we have to have worker's comp insurance? We only have volunteers working on this project.**

A: Municipalities are required to have workers' compensation coverage. Local governments are self-insured or obtain a workers' compensation policy. You should check with your municipality to determine the applicable coverage. Some unpaid and uncompensated volunteers doing charitable work for certain nonprofit organizations are not considered employees and do not have to be covered by a workers' compensation policy. You should contact the New York State Workers' Compensation Board with specific questions regarding your particular status; its website is <http://www.wcb.ny.gov/>.

**Q: What do you consider "community outreach"?**

A: As part of the Proposed Budget on Page 4 of the Application, we include a budget line for Community Outreach. This budget item could include, but is not limited to expenses for communication with the local community, activities or events to attract the local community, letters or correspondence with local officials and more.

**Q: Our project is to set up a delivery system that would to bring fresh, local produce to inmates at the local correctional facility. Would this project qualify for your program?**

A: Based on the information you provided, it appears your project would be eligible. Eligible applicants must meet the criteria set forth in Section 2 of the RFP. Eligible projects must



increase access to New York farm and food products by low-income and/or underserved communities in New York State as described in Section 2.5.

**Q: Would inmates at a correctional facility located in a low-income area fit your definition of under-served and/or low income population?**

A: Low-income and/or underserved communities is not defined in the RFP. Therefore, applicants are required to define the low-income and/or underserved community they will serve per Part D, Question 3 of the Application.

**Q: If we are selling produce to inmates, do we need to be a certified Food Stamp vendor, as described in Section 3.2 of the RFP, or would this fit the part of that paragraph that says, "unless not applicable to the type of project proposed"?**

A: It appears from the information you provided that your intended customer base would not use Food Stamps, and therefore, you may be exempt from Section 3.2 of the RFP.

**Q: Would space rental be an eligible cost in the 2012 Fresh connect Program?**

A: Yes, as long as the space rental is directly related to completion of an eligible project, as expressed in Section 2.7 of the RFP.

**Q: Our project would attempt to establish gleaning models for donation efforts. Grant funds would be used for outreach to local farmers and to compliment pilot efforts underway for this growing season. Would our project be eligible for Fresh Connect funding?**

A: Based upon the information provided, it is difficult to determine whether your project is eligible or not. All eligible projects must increase access to New York farm and food products by low-income and/or underserved communities in New York State through direct marketing activities. "Direct marketing" is defined in Section 2.4 of the RFP as "the sale of farm and food products directly from producers to consumers and food buyers."

**Q: If we choose not to sell food, but rather promote resources available for low-income consumers, must we get a Food Stamp vendor certification?**

A: Based upon the information provided, it appears your project may be exempt from Section 3.2 of the RFP. That section outlines the RFP's requirement to accept Food Stamps, "unless not applicable to the type of project proposed."

**Q: Does the Letter of Support from our match source need an original signature or is an electronic signature in a pdf format acceptable?**

A: We would accept either, however, they must be on the company's letterhead with contact information available.

**Q: Our project will not be working directly with Food Stamp recipients. Are we still required to be a certified Food Stamp vendor?**

A: Section 3.2 of the RFP outlines the requirement to accept Food Stamps, "unless not applicable to the type of project proposed." Based on the information you provided, it appears your project may be exempt from this requirement.

**Q: Will you define the budget categories of “Supplies and Equipment” and “Community Outreach”? Where would supplies for Community Outreach belong?**

A: As part of the Proposed Budget on Page 4 of the Application, we include a budget line for “Supplies and Equipment” and “Community Outreach”. “Supplies and Equipment” could include, but is not limited to tables, tents, napkins, calculator, aprons, hats, etc. “Community Outreach” would include, not limited to expenses for communication with the local community, activities or events to attract the local community, letters or correspondence with local officials and more. It is more important to be thorough in the breakdown or itemization of anticipated expenses, than which budget category you have them listed in.

**Q: What do we need to provide as “evidence of authority to execute the proposed project.” Will a signed letter of consent from the property owner be sufficient?**

A: Yes, a signed letter of consent would be sufficient. Per Section 3.1 of the RFP, if the applicant is proposing to operate a farmers' market, the applicant must provide proof of authority to operate a farmers' market at the proposed location. Applicants may include copies of all necessary permits, proof of permit application(s), or a signed letter of consent addressed to the applicant and signed by the property owner.

**Q: We only have one farm participating in our project. Is that an issue?**

A: No. The RFP does not set a minimum or maximum number of farmers that are required to participate in any eligible proposal.

**Q: What is the definition of “access”?**

A: Access is not defined in the RFP, however for this program, access could be any means to enhance or increase the availability of locally grown, fresh food by low-income and/or underserved communities. Examples of access could include, but are not limited to physical improvements, electronic devices, incentive programs, awareness campaigns, distribution, and more.

**Q: Could capital improvements, such as sidewalks and physical goods be used as part of the match and as an eligible expense?**

A: Yes, as long as the improvements made are directly related to completion of an eligible project, as expressed in Section 2.7 of the RFP. In addition, per Section 3.1 of the RFP, any capital improvements to property not owned by the applicant, must provide an executed (signed) written agreement between the landowner and the applicant to retain the permanent improvements on said property through the year 2015.

**Q: You previously stated that using existing farm shares to serve as the match for Fresh Connect funds that would subsidize farm shares for low-income clients would not be allowed. However, we are unable to do one without the other. Are the two shares still considered unrelated to the project?**

A: Based upon the information provided, you are proposing to use funds generated through an existing program to leverage Fresh Connect funds. In this case, the funds for the existing program would not be considered an eligible match for the new program. Examples of eligible matching funds may include additional fundraising or an unsubsidized portion of the farm share cost paid by the low-income beneficiary of the project.

**Q: How would you define Program Administration for the budget? What types of expenses would fit under this category?**

A: Program Administration expenses are those you would incur from managing your project and that is not attributed into any of the other specific budget categories. These expenses could include, but are not limited to time spent completing your weekly and final reports, as well as reimbursement vouchers and other office work.

**Q: We plan to conduct a food donation program. Do you want letters from the two food pantries we plan to work with or their food bank sponsor?**

A: Please submit a letter from the entity or entities in which you will be working most closely with. In this instance, it appears that would be the food pantries, rather than the food bank.

**Q: Would a salary or stipend for a coordinator to build capacity for an existing program be considered an eligible expense?**

A: Yes, as long as the coordinator's capacity building efforts are directly related to completion of an eligible project, as expressed in Section 2.7 of the RFP. Eligible projects must increase access to New York farm and food products by low-income and/or underserved communities in New York State through direct marketing activities.

**Q: Will there be a specific form provided for the weekly reports?**

A: Per Section 7.1 of the RFP, awarded applicants will be required to submit brief weekly reports. While there may or may not be a form to complete weekly, the reports are not expected to be longer than a paragraph and can be submitted either by fax or email. We intend to work with each awarded applicant to make the weekly reports as easy and stress-free as possible.

**Q: Is there a way we can process EBT and accept Farmer Market Nutrition Program coupons from a mobile delivery truck?**

A: Yes. EBT can be accepted with the use of a wireless EBT terminal, which can be obtained from the Farmers' Market Federation of New York. Please contact Diane Eggert with the Federation directly at 315-637-4690 or [deggert@nyfarmersmarket.com](mailto:deggert@nyfarmersmarket.com). A mobile market can also participate in FMNP provided that fresh fruits and vegetables are purchased directly from local farmers certified for FMNP. The FMNP checks can only be exchanged for those locally grown fresh fruits and vegetables. For more information on FMNP, contact Jonathan Thomson with the New York State Department of Agriculture and Markets, who can be reached at 518-457-7076 or via email at [jonathan.thomson@agriculture.ny.gov](mailto:jonathan.thomson@agriculture.ny.gov).

**Q: We run a farm stand that is adjacent to a public housing development and where we resell produce that is purchased directly from local farmers. Would our farm stand be an eligible project?**

A: From the information provided, yes. Eligible applicants must meet the criteria set forth in Section 2 of the RFP. Eligible projects must increase access to New York farm and food products by low-income and/or underserved communities in New York State as described in Section 2.5. The examples listed in that section are only examples of eligible projects, and eligible projects are not limited to only those listed there.

**Q: As a farm stand, do we have to complete Part B of the Application?**

A: Yes, we would consider your farm stand to be a type of market and therefore require you to complete Part B to the best of your ability.