2018 Mobile Markets Grant Program

Questions & Answers

Q: **I am interested in in learning more about your Mobile Markets 2017 grant initiative currently posted on grantsgateway.gov. I was wondering if you could send me a copy of the grant RFP, and also how to advise on how I can post a question. I currently seem unable to do either.**

A: The Mobile Markets Request for Proposals (RFP) and guidance instructions can be found on the Department's website here: https://www.agriculture.ny.gov/RFPS.html (scroll down to the Mobile Markets RFP).

All questions must be submitted to me in writing (email is fine), by 4:30 pm on Friday, May 18, 2018. I will answer your questions directly, and then all questions and answers will be compiled into a document and posted on the Department's website, so that all applicants have a chance to review all questions.

Proposals are due not later than Friday, June 8, 2018 at 4:00 pm. No late proposals will be accepted. All applicants must apply via the Grants Gateway.

Q: **Are there any plans for state grants through the Department of Agriculture and Markets to support mobile markets in rural/non-metro areas?**

A: The Mobile Markets grant program is a part of Governor Cuomo's Vital Brooklyn Initiative, and the Department is unsure if the scope would be expanded in the future.

Q: **Will partial funding be awarded, or will awards only be given for the full ask? The answer to this will help decide exactly what to apply for.**

A: Awards for the Mobile Markets Grant Program will be awarded for the full amount requested, for as many high scoring projects as possible, until the funding runs out.

Q: **We understand that this grant does not cover the purchase of food, but could it cover the freight cost of nutritious foods sourced from various locations and distributed within Central Brooklyn?**

A: Freight charges are considered a soft cost, and therefore are not an eligible expense under the Mobile Markets Grant Program.

Q: **How is locally sourced food defined, and what portion of food must be locally sourced?**

A: Locally sourced food is defined as grown or processed in New York State. While a percentage of locally sourced food required is not provided, the Evaluation Factors (specifically #2 and # 7) on pages 5-7, section 4.1 of the RFP stress relationships with New York State farmers. In competing for funds with other applicants, prioritizing bringing locally sourced foods to Central Brooklyn will be important.

Q: **Please clarify restrictions to use of the equipment outside of Central Brooklyn and post-grant period. While grant objectives will be fully achieved and focused in Central Brooklyn, are there limitations to use of the equipment for the benefit of communities in other high-need neighborhoods?**

A: Since the objective of this grant is to serve Central Brooklyn neighborhoods provided in the description in section 1.1 on page 2 of the RFP, it is critical that funding granted benefits these neighborhoods throughout the grant period. The evaluation factors of having a plan to sustain this project past the grant period to serve these neighborhoods is described on pages 5-7, section 4.1 Evaluation Factors, of the RFP.

Q: **Please clarify any restrictions around free distributions versus SNAP eligible sales. Are our organization's mobile markets eligible, given that our markets distribute free nutritious food, rather than facilitate the sale of locally sourced food?**

A: There are no restrictions around distributing free food or selling food through this project, as long as the proposed project serves a population that has limited access to healthy food options. Ultimately, the organizations investment in purchasing locally sourced food will be made in receipt of the food. Please look to the Evaluation Factors, section 4.1 on pages 5-7 of the RFP for direction.

Q: **If selected as one of the awardees, what would be the exact procedure to request an initial payment for the advance on the award?**

A: Should your application be selected for funding, you would submit a Claim for Payment form requesting the 25 percent advance, only after the contract is fully-executed.

Q: **What is the minimum match percentage that is required?**

A: There is no match requirement for the 2018 Mobile Markets Grant Program.

Q: **Do we have to provide a match for every single expense line?**

A: There is no match requirement for the 2018 Mobile Markets Grant Program.

Q: **Are indirect costs permissible, and if so, at what rate?**

A: Indirect costs are not an allowable expense for the 2018 Mobile Markets Grant Program.

Q: **Within what period of time should the letters of support be dated? Can they be dated any time in 2018?**

A: There is no specific timeframe that the letters of support should be dated within.

Q: **Based on past experience, what is the anticipated time period necessary to fully execute the association contract?**

A: A contract can take anywhere from 2-4 months to execute.

Q: How do I confirm that our organization is prequalified to apply for this opportunity?

A: You can contact the Grants Gateway helpline to find out if your organization is prequalified. They can be reached Monday – Friday from 8:00 am – 4:00 pm. You can call them at 518.474.5595, or you can email them at grantsgateway@its.ny.gov.

Q: We have developed an initiative that is directly focused on using our food truck to address the issue of food insecurity and lack of food access in Central Brooklyn. It is called an access day event – where we take our truck to a food insecure neighborhood and serve healthy meals sourced from the neighborhood. On the same day, we bring together other organizations in the area that are working on food insecurity and access to connect members of the community to heathier food resources, and give them access to the knowledge of what exists in their neighborhood.

We are seeking funding for this project, but it is very different that the explicit parameters of the RFP. Based on what is described above, do you think that this project fits into the parameters of the RFP?

A: Based on the information provided, it appears that your project would be an eligible project.