

The Urban Farmer & Gardener Assistance Mini-Grant Program from the New Castle Conservation District (NCCD) is designed to support and enhance new and existing urban farms and community garden projects in New Castle County. NCCD has funds to support projects such as community gardens, urban farms, greenhouses, or hydroponic operations growing fruits and vegetables that run for the benefit of the community.

Q: What are the selection criteria?

A: Does your project:

- Support a new or existing urban farming or gardening initiative?
- Plan for or increase your farm or garden's capacity and long-term sustainability?
- Priority is given to projects which were not awarded a NCCD Urban Farmer and Gardener Assistance Mini-Grant in the last two years.

Q: Who is eligible to apply?

A: Eligible applicants include 501(c)3 nonprofits, religious organizations, schools, municipalities, and organized neighborhood associations. Individuals or for-profit businesses are ineligible. If your organization is another type of nonprofit, you may still apply but you would need to submit a copy of your organization's charter for review by the grant committee as part of your application.

Q: What locations are eligible to apply?

A: The grant is open to all localities in New Castle County.

Q: What is the maximum grant award?

A: Each project selected may be funded up to \$3,000 from NCCD. Depending on the number of applicants, grants may be partially funded.

Q: What are considered eligible expenses?

A: Eligible expenses include:

- Supplies
- Equipment
- Building materials
- Soil amendments
- Seeds
- Irrigation systems
- Season-extending materials
- Other consumable materials

Q: What expenses will not be allowed?

A: Grant funds cannot be used for salaries, fringe benefits, indirect costs, vehicles, or capital projects.

Q: How will I receive the funds?

A: **This is a reimbursement grant; no advances are given.** Reimbursement for actual costs will be made after the signing of a financial agreement and submission of itemized receipts and narrative report on the use of the grant funds. The financial agreement will spell out this process. No reimbursements will be made without original itemized receipts. Please note that all expenses must be made during the agreement period to be eligible for reimbursement. Any project related expenses incurred before the agreement is signed will not be reimbursed.

Q: Are there any alternatives to the dollar-for-dollar match?

A: Applicants can provide matching funds through in-kind contributions of staff/volunteer hours, donated use of equipment or space, and donated supplies, equipment, buildings, or land. *Grantees must record volunteer time and document all donations for the match to be eligible.* The federal rate of \$31.80 per volunteer hour will be applied. Fair rates and market value, at the time of donation, will be applied for rentals and donations.

Q: When are applications due?

A: Applications are due 4:30pm, March 7th, 2024.

Q: When will applicants be notified?

A: Applicants will be notified of their grant status by March 25th, 2024.

Q: When do grant funds have to be spent by?

A: Grant funds must be spent by October 31, 2024. All itemized receipts, proof of match, and narrative reports must be submitted no later than November 25, 2023.

**For more information please contact Urban
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