

2025 JustFOOD Community Food Grant Application Form



INTRODUCTION:

The JustFOOD Halifax Community Food Grant stream, in partnership with Feed Nova Scotia's Innovation and Learning Grant, is aimed at community-based initiatives that advance the goal of a more healthy, just, and resilient local food system, with increased food justice and sovereignty.

This stream is available to community organizations and projects that are located and operate within HRM. Funding for this stream comes from the JustFOOD Action Plan for the Halifax Region. Together, the Halifax Food Policy Alliance (soon to be the Halifax Food Council) and the Halifax Regional Municipality are leading the development and implementation of JustFOOD.

This stream supports HRM-based projects that:

- Align with the principles and recommendations outlined in the JustFOOD Action Plan;
- Increase access, availability, and/or choice of food, centered around dignity and agency;
- Increase community-led food production and food literacy;
- Promote food justice and sovereignty for equity-deserving communities;
- Share knowledge, provide opportunities for social connections, and increase capacity to work together for food action; and/or
- Advance advocacy efforts that address root causes of food insecurity.

BEFORE YOU START:

Thank you for your interest in applying for the 2025 JustFOOD Community Food Grant.

Before you start your application, please carefully review the eligibility criteria on pages 9 and 10 of this document to ensure you meet qualifying requirements.

Answers can be written in bullet-point format or narrative. You are not required to reach the maximum word limits outlined per answer.

When you have completed your application, please save the document in PDF format and title the document with your organization name and proposed project name (i.e. YourOrganization_ProjectABC).

Please email your PDF application to justfood@ecologyaction.ca. Completed applications will be accepted until end of day (11:59pm AST) on February 28, 2025. Applications received after this date and time will not be accepted.

SECTION 1: ORGANIZATION DETAILS:

1.1 Organization name:

1.2 Mailing address:

1.3 Organization website (if applicable):

1.4 Social media channels (if applicable):

1.5 Is your organization a registered charity or non-profit? Y/N

1.6 If your organization is none of above, do you have a trustee partnership in place? Y/N

Please provide details (name and contact details of trustee organization):

1.7 Please share any key/general information you would want us to know about your organization (mandate/primary focus etc.) **Max 250 words.**

1.8 We are committed to applying an equity lens on our evaluation of applications to support organizations and groups led by equity-deserving identities where possible.

Please let us know about how your organization's leadership identifies: those in leadership positions (i.e. Executive Director and senior management) and governance structures (i.e. Board of Directors, advisory board, volunteer committee etc.):

1.8A Is your organization:

- Black-led, with its leadership primarily occupied or composed of individuals who self-identify as Black (i.e. African Nova Scotian, African Canadian, African Caribbean, African).
- Indigenous-led, with its leadership primarily occupied or composed of individuals who self-identify as Indigenous (i.e. Mi'kmaw, First Nations, Métis or Inuit).
- led by racialized or People of Colour, with its leadership primarily occupied or composed of individuals who self-identify as racialized or as People of Colour.
- white-led, with its leadership primarily occupied or composed of individuals who self-identify as white.

1.8B If those in leadership positions self-describe their racial or ethnic identity in a different way, please share (optional):

1.8C If there are other aspects of equity-deserving identities (i.e. LGBTQIA+, persons living with a disability) reflected in your organization's leadership, please share (optional):

SECTION 2: PROJECT LEAD/CONTACT DETAILS:

2.1 Name:

2.2 Position:

2.3 Email:

2.4 Phone number:

SECTION 3: GRANT REQUEST SUMMARY:

3.1 Project Title:

3.2 Requested funding amount:

\$

3.3 Total project budget (if different from funding amount requested):

\$

3.4 If your proposed total budget is greater than the requested amount, please provide information about where the rest of the funding will come from and whether it has been confirmed:

3.5 Proposed start date of project (month and year):

3.6 Proposed end date of project (month and year):

Note-Project cycle should not exceed 1 year from start date

A budget breakdown and timeline of key activities is to be completed on page 7 and 8.

SECTION 4: PROJECT DETAILS:

4.1 Please share a brief background of the project and the issues you are trying to address. Please include any information about how the idea came about: did it stem from community engagement, is it part of your organization's strategic plan, or did it emerge from another source? Max 200 words.

4.2 Please share an overview and detailed description of your proposed idea: what is it that you plan to do and how will you do it? Max 200 words.

4.3 What goals and objectives does the project hope to achieve? Max 200 words.

4.4 Please provide details about the geographic location, the population of focus (e.g. youth), equity considerations, identified needs within the community, and any other relevant information about the context that you think we should know Max 200 words.

4.5 If you are proposing to run a direct food or growing program, how many people do you hope to reach? How frequently will people be reached (daily/weekly/monthly)?

If you are proposing to focus on system coordination or advocacy, how does your project anticipate influencing or supporting the food security landscape?

Please include any information that would help indicate the breadth or depth of project reach. Max 200 words.

employment opportunities, skills, volunteer opportunities, new or strengthened connections, equipment usage, etc. Max 200 words.

4.7 What are you hoping the outcomes and deliverables of your project will be? Please include any immediate outcomes and deliverables you want to see and any anticipated contributions to longer term or system change that you think could be possible Max 200 words.

4.8 What constraints and/or potential risks exist to the proposed project? How do you plan to address them? Max 200 words.

4.9 Besides a funding ask, are there any other supports needed that are not already in place to successfully move ahead with the project? If yes, please explain how you plan to have those supports in place to move the project forward.

4.10 Successful applicants will be required to submit an evaluation/summary report at the end of the funding period outlining what you did, number of community members connected with, what impact you had, what worked, what didn't work etc. What kinds of data, information or feedback would you plan to collect to inform your report? Max 200 words.

4.11 Is there any other information that you think is important to share about your proposed project that hasn't been addressed in the questions above?

This grant aims to generate knowledge sharing and community building. Successful applicants will be asked to participate in the following activities as a condition of funding:

- Complete 10-minute process mapping exercise every 2-3 months as your project proceeds to record steps you have taken, adjustments you have made and emerging learnings in your work.
- Participate in one learning circle with other grantees to share information about your project and learn from others.
- Complete a final report template at the end of the funding period.
- Share your experiences with the with the JustFOOD team to improve future grant programs, increase understanding of opportunities and gaps at the community level, and inform future priorities for research and investment.

4.12 Do you consent to these requirements if your application is successful? Yes No

Please contact Caitlin at justfood@ecologyaction.ca or (902) 492-2202 ext.903 if you would like to get more information on this before you consent.



SECTION 5: BUDGET BREAKDOWN

Please add extra rows as needed. Please add in any administrative costs (up to 12% of total budget) into calculation if applicable.

Item	Description	Amount

TOTAL BUDGET: \$

2025 JustFOOD Halifax Community Food Grant



OVERVIEW AND SCOPE

The JustFOOD Halifax Community Food Grants stream is an ongoing collaboration with the Halifax Food Policy Alliance (soon to be Halifax Food Council) to advance the JustFOOD Action Plan for the Halifax Region and the goal of a more healthy, just, and resilient local food system, with increased food justice and sovereignty. Funding requests can range anywhere from \$5,000 to \$30,000 per initiative. Funding is made possible through the Halifax Food Policy Alliance's ongoing partnership with the Halifax Regional Municipality to advance the JustFOOD Action Plan.

The following information outlines qualifying criteria and eligible expenses for the 2025 grant:

QUALIFYING CRITERIA

Requirements for your proposed initiative:

- The initiative advances a vision of food access centered around dignity, agency and choice.
- The initiative can advance one or more of the following goals:
 - o Increase access, availability and/or choice of food, centered around dignity, and agency.
 - o Increase community-led production of food and/or food literacy.
 - o Support food system coordination and collective food action.
 - o Advance advocacy efforts to address root causes of food insecurity.
 - o Promote food justice and sovereignty for equity-deserving communities.
 - o Align with principles and recommendations outlined in the JustFOOD Action Plan.
- There is a clear start and end date for the funding request, which lasts no longer than one year from the proposed start date.
- Successful applicants agree to share learnings at the end of the project with the JustFOOD team and the broader community.

Requirements for your organization/group:

- You are a registered charity or non-profit organization.
- If you are none of the above, you have a confirmed partnership in place with a registered charity or non-profit organization that can act as trustee for the grant.
- If you are not a registered charity or non-profit organization and do not have a confirmed partnership with a trustee but have an idea and want to apply, please reach out to us to explore other options (see contact information below).

ELIGIBLE AND INELIGIBLE USES OF GRANT MONEY

Eligible uses of grant money:

- Funding expenses for the proposed new initiative, which can include staff hours, honorariums, space rental, purchase or rental of program materials, small capital costs² (i.e. equipment, furniture), transportation costs, food costs, promotion and publicity, trustee fees.
- Administration costs: up to 12% of the budget can be used to cover full/partial administrative costs to deliver the initiative (office space, work phone costs, printing etc.).

Ineligible uses of grant money:

- Food bank services, free meal programs or other charitable food-based services which are already widely in operation across Nova Scotia.
- Funding expenses to maintain a program or service already in operation.
- Ongoing multi-year program funding.
- Expenses incurred prior to funding approval.
- Repurposing funding to make grants to any other individual, group or organization.
- Payment of property taxes, debt repayment or deficit funding.
- Projects and activities outside of Nova Scotia.

KEY APPLICATION DATES

Key dates are as follows:

- Friday, February 28, 2025, at 11:59pm AST: application closes.
- Friday, May 30, 2025: successful and unsuccessful applicants will be notified of outcome.

CONTACT

For more information, please contact:

Primary Contact:

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