



Farm to School Canada Grants

FOR
2024-2026
ACTIVITIES

IN PARTNERSHIP
WITH
WHOLE
KIDS
FOUNDATION

Grant Application Template*

Bringing healthy, local and sustainable food to the minds and plates of students!

For the grant cycle of September 2024- June 2026

***Important:** Please use this document as a template to prepare your responses to the online grant application. When your application is complete, please submit your responses using the [online form](#).

TO APPLY:

1. Thoroughly review the [Grant Guidelines](#) and Grant Application Checklist (see below)
2. Use the template below to prepare your application responses in draft format.
3. Compile supporting documents for upload, including the completed [workbook](#).
4. Complete and submit your final application using the [online form](#).

GRANT APPLICATION CHECKLIST

- ✓ Does your school meet the eligibility criteria outlined in the [Grant Guidelines](#)?
- ✓ Have all the questions been answered and tables completed?
- ✓ Have you completed the “Work Plan”, “Budget”, “Team Roles and Responsibilities”, and “Food Sources” sheets in the [Work Book](#) provided by F2CC and uploaded them to your online application?
- ✓ Has the school principal, the person who will be overseeing the day-to-day operations of the program (including meal service), and at least 1 community partner been actively engaged in the development of this application?

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- ✓ Have you consulted with your local Public Health Inspector (PHI) or Environmental Health Officer (EHO) to make sure that you are aware of any recommendations around equipment, space modifications and/ or food safety training that may be needed to meet food safety requirements?
- ✓ Have you looked into the costs of equipment to support your proposed activities and included a realistic and well-planned budget that reflects these costs?
- ✓ Is your School District / Board aware, and supportive, of this application?

***Note:** The term “Local food to school” can be used instead of “farm to school.” This term is preferred in some regions and Indigenous communities. It reflects the diversity of local and traditional foods that can be enjoyed in schools from coast to coast to coast, many of which are not sourced from a farm.*

All applications must be received in electronic format no later than
11:59 PM (PST) on April 5, 2024.

Questions or inquiries may be directed to grants@farmtocafeteriacanada.ca. Or contact your [Regional Lead](#)

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Contact Information

1. School overview

- School Name (Full name please)
- School type: Elementary, Middle, Secondary, First Nations, Métis, Indigenous, Inuit, public, private, independent

- Where is your school located
 - rural community
 - remote community
 - urban community
 - Indigenous community

- Name of Indigenous community (if applicable)

- Grades taught
- Number of students
- School address
 - Street address
 - City/town
 - Province
 - Postal code
 - Country
- Name of school district / board

2. Lead Applicant:

The lead applicant must be the school Principal, Vice-Principal or someone with equivalent decision-making authority at the school.

- Name of lead applicant
- Title of lead applicant
- Email address
- Phone number

3. Secondary Contact:

We recommend this person be an active member of your team, such as a school coordinator or a community partner.

- Name
- Role/Relationship to the school
- Email address
- Phone number

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Section 1: Proposed program at a glance

1.1a Tell us a bit about your school.

1.1b Has your school received funding from F2CC in the past?

1.1c If your school has received funding from F2CC in the past, please briefly describe the unique challenge your school is facing and how the grant will help address it.

1.1d How much funding are you requesting? (Maximum \$10,000.)

1.2 What are you planning to do? Provide a short description of the Farm to School program that you want to develop with the support of this grant.

Include your vision, goals, and key program components like how the funds will be used.

Provide an overview of how your program will incorporate 1) food literacy 2) local food procurement and service; and 3) connections to the broader community.

Please also include how your program will reflect and celebrate the diversity of the student population.

1.3 How will this grant have an impact on your school community?

Describe why you would like to undertake this initiative and how your school meal service, and broader farm to school program, will contribute to your school community.

Section 2. School food system at a glance

2.1 Is your school currently involved in any of the following activities? (check all that apply)

- Growing food - garden
- Growing food - greenhouse
- Growing food - farm
- Growing food - food forest
- Growing food - indoors
- Hydroponics (i.e., just plants)
- Aquaponics (i.e., plants and fish)
- Beekeeping
- Harvesting/gathering - land
- Harvesting/gathering - water
- Seed saving
- Composting program
- Sustainable food production

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- Cooking
- Preserving
- Tasting activities
- Sharing cultural foods
- Learning from local food producers & providers
- Purchasing local food
- Hosting [local food fundraisers](#)
- None of the above

2.2a Does your school have a kitchen on site? ____ Yes ____ No

2.2b If a kitchen is available, does it have the following equipment? (Check all that apply)

- 2-3 compartment sink
- Refrigerator
- Dishwasher
- Freezer
- Salad bar unit
- Oven / stove
- Other (add details below)

2.2c Other kitchen details

2.3a Do you have a student meal program? (Check all that apply)

- Breakfast program
- Snack program
- Lunch program
- Salad bar program
- After school meal program
- We host a food box program
- We host a backpack program

2.3b If meals or snacks are provided, who coordinates those services? (Check all that apply)

- School staff
- Parents/Parent Council/School Council
- Contracted food service Company

2.3c If applicable, please share the name of the food service provider (see the question above)

2.3d If meals or snacks are provided, what are the average number of students who participate?

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2.3e Approximately what percentage of your school's budget goes towards local food?

- Less than 10%
- 10-30%
- 30-50%
- Over 50%

2.3f If you have an existing meal service, please explain how this will be integrated with your project?

2.4a Please briefly describe the spaces where your school's meal service would be prepared, served, and enjoyed.

- Food preparation area
- Food service area
- Dining areas

2.4b (Optional) You may upload a maximum of 3 photos (jpeg) for the areas listed above.

Section 3. Program plan - A closer look

3.1 Hands-on learning and food literacy are core elements of the grant. Please describe how you will achieve this.

How will the program build upon existing activities to improve student knowledge about the local food system, growing, procuring, preparing food, sharing food, managing food waste and/or healthy eating?

3.2 Please describe your proposed meal service:

Tip: check out our [Farm to School Salad Bar page](#) for ideas and inspiration.

3.2a What foods will you strive to serve?

3.2b Please estimate, on average, how many food options you will aim to make available to students to choose from per meal service? (Note: choices are not necessarily composed dishes, but can include individual ingredients or a prepared item with optional sides or toppings)

3.2c How will you incorporate local food into your meal service? Note: you may wish to include increasing targets over the course of the grant term.

3.2d How will you meaningfully engage students in planning and/or preparing your meal service?

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3.2e How often will you offer the proposed meal service (days/week; weeks/school year)?
As noted in the [Grant Guidelines](#), meal services must be offered a minimum of 8 times in year one (consideration will be given for planning and initiation of the service) and 20 times in year two.

3.3a Have you connected with your Public Health Inspector / Environmental Health Officer to make sure that the implementation of your program is in line with food safety requirements?

- Yes
- No (Please specify below)
- Other (Please specify below)

3.3b If not, when will you plan to do so?

We recommend contacting the Environmental Health Officer (EHO) or Public Health Inspector (PHI) in your area in the early planning stages of proposal development. Prior to program implementation, successful applicants will be required to obtain approval from their local EHO or PHI to verify the equipment, space and food safe training needs for their programs.

3.4 Please describe how your school plans to ensure all students have access to the program, without stigma, regardless of means.

3.5 Please describe how your program plans to promote environmentally friendly practices, including minimizing food and packaging waste.

3.6 How will you ensure the financial sustainability of your program and your ongoing relationship with your community partners beyond the 2025/2026 school year?

3.7 Please see the [work book](#) template provided and complete and upload the document here.

3.8) Is there anything else you would like to share with us?

Confirm Submission:

___ I confirm that the grant submission is complete according to the [Grant Guidelines](#), Grant Application Checklist (page 1), and instructions provided throughout

___ I confirm that the School Principal or Vice-Principal is the lead applicant, has been fully engaged in the application development, and is supportive of this initiative.

Name of person completing application _____

Email of person completing application _____