



**Feeding Laramie Valley Specialty Crops  
Local Foods Production and Education Small Grant Program  
Eligibility Requirements and Application Process  
2024—2025**

*Eligibility Beginning and Ending Dates:  
06/10/2024—9/01/2025*

*Welcome to the Feeding Laramie Valley Specialty Crops Local Foods Production and Education Small Grant Program! We're here to help! Please reach out to Lina Dunning with any questions at [lina@feedinglaramievalley.org](mailto:lina@feedinglaramievalley.org), 307.223.4399, or stop by the Feeding Laramie Valley office 968 N. 9th St. in Laramie. Complete details are available in the Grant Manual.*

**Eligibility Requirements**

Private Entities (individuals and/or businesses), Community Gardens, Garden Clubs, Other Community-Based Nonprofit Organizations, Local Schools, Community Colleges, Conservation Districts, Municipal Governments, and the University of Wyoming, are eligible to apply for this Feeding Laramie Valley–Wyoming Specialty Crops small grant program. Applicants must meet the following criteria (see the grant application manual for additional details):

1. Nonprofit organizations, businesses, and other private entities must be registered in the State of Wyoming. Individuals must be residents of the State of Wyoming.
2. The applicant must be able to demonstrate that they are capable of promoting the use of specialty crop production through an approved local food project. Project funds may not be used for the purpose of generating profit.
3. The grantee may be asked to provide an approved expert to be on the project's advisory team to assist in project success.

**Application Process**

1. Complete and return the application and the required attachments in **Word** format by email if possible. Hard copies will be made available upon request.
2. Applications are available by emailing [lina@feedinglaramievalley.org](mailto:lina@feedinglaramievalley.org), by mail, or in person at the Feeding Laramie Valley office at 968 N. 8th St. in Laramie, Wyoming. Email or call 307.223.4399 for more information.
3. Projects from qualified applicants will be reviewed and ranked by a community-based review committee. There is a total of \$200,000 available for grant distribution. For the time frame noted for this project, there is funding for a **minimum** of 20 projects ranging from a minimum amount of \$500 to a maximum of \$10,000 per grant.

4. Projects must fit with the goals of the program, which is focused on local food production and education. See the grant manual for more information.
5. Each project must include an educational/demonstration component with an expected reach of at least 8 participants for smaller grants under \$5,000 and at least 20 participants for grants ranging from \$5,000–\$10,000.
6. Feeding Laramie Valley reserves the right to deny applications that are not complete or are otherwise deemed ineligible.

**Eligible expenditures** are limited to costs that are directly and solely connected to the implementation of the project, including materials, supplies, project personnel, contractor time, or other pre-approved costs necessary to complete the project. See the grant manual and contact Feeding Laramie Valley for details.

**Ineligible expenditures** include equipment (defined as having an acquisition cost of \$5,000 or more), indirect costs and expenditures related to the general operation of the organization or business such as staff salaries, rent, and utilities that reach beyond the specific, direct needs and items as approved in the grant for the project.

### **Timeline**

Grant applications will be reviewed monthly beginning June 10 on a first-come, first-served, rolling basis, and awards will be made monthly until all grant funds have been disbursed. All funds must be expended or encumbered by September 1, 2025.

Application submission is recommended as early as possible in the time frame to allow for incorporating potential feedback from Feeding Laramie Valley staff to help make your application stronger. Funding limitations may also apply to later applications depending on remaining availability of funds.

### **Limitations**

**This is a matching program.** The total grant award is limited to a minimum of \$500 and a maximum of \$10,000. *A 25% cash or in-kind match or a donation to an approved local food project is required.* If you or your organization is interested in partnering with Wyoming’s First Lady’s Hunger Initiative’s “Grow a Little Extra,” or any other Wyoming Food Security organization, the match may be waived. Contact Feeding Laramie Valley for more information.

**This is a reimbursement grant.** A grant recipient is usually required to pay for expenditures up front before the grant award can be distributed. However, if it is not possible for you, your organization, or business to pay up front and wait for reimbursement, contact Feeding Laramie Valley to discuss your situation.

The grant recipient will function independently in performing this activity and will assume sole responsibility of any debts or liabilities that may be incurred in regard to this grant. The grant award cannot be assigned to anyone other than the approved grantee.

**Note:** Expenses incurred for the project prior to the grant application being approved and awarded, cannot be covered by grant funds.