



# FLORIDA FARM BUREAU FEDERATION

THE VOICE OF AGRICULTURE

## COUNTY ACTION PARTNERSHIP *Request for Funding Proposal*

Florida Farm Bureau is seeking partnerships with County Farm Bureaus that involve economic, legal or regulatory initiatives. The County Action Partnership (CAP) Program will provide up to **\$5,000** funding for approved projects. Successful applicants will be selected by the CAP Committee and must be approved by the Florida Farm Bureau Board of Directors. This innovative program serves to provide financial assistance for County Farm Bureaus interested in implementing projects of significant importance to Florida agriculture.

Successful partnerships must have a broad impact on substantial numbers of Farm Bureau members and precedence will be given to projects that do not occur annually. New project ideas and programs will receive top priority.

All materials needed to apply for a Florida Farm Bureau County Action Partnership grant may be accessed via <http://www.floridafarmbureau.org/county-action-partnership/>. Submit your completed application package by the **May 10, 2024** deadline to the Agricultural Policy Division. Please note the following when submitting applications:

- ✓ The application must be signed by the County Farm Bureau president.
- ✓ The package must not exceed five typed pages.
- ✓ Handwritten applications will be not accepted.

Florida Farm Bureau may issue additional *Requests for Proposals* as determined by the state board of directors. Information about this program may also be obtained by contacting your Assistant Director of Field Services.

Florida Farm Bureau reserves the right to provide partial, total or no funding for any project submitted.

We look forward to learning about your project and the benefits it will bring to Florida agriculture.

## **Guidelines**

### **Who can apply?**

Only county Farm Bureaus recognized by the Florida Farm Bureau may submit applications. The county Farm Bureau president must sign the County Action Partnership (CAP) application forms before a project will be considered eligible for funding.

## **Categories**

### **Economic**

Projects in this category might include, but are not limited to, assisting in market development, conducting research on economic impacts pertaining to agriculture or providing targeted education on economic issues.

### **Legal**

Projects in this category may include, but are not limited to, contracting with legal or other professional counsel to address county issues such as growth management or local ordinances that could adversely affect agriculture.

### **Regulatory**

Projects in this category may include, but are not limited to, educational efforts aimed at regulators or elected officials or their staff members, Farm Bureau policy implementation initiatives or regulatory compliance programs for membership.

## **Grant Size and Scope**

- Partnerships (funding) of up to \$5,000 per county Farm Bureau may be awarded for one year.
- Projects should be completed within 12 months of selection and must be approved by the Florida Farm Bureau State Board of Directors. Funding will be dedicated during a one-year budget cycle.
- Funds received from Florida Farm Bureau may only be used for implementation of the project submitted.
- Funds may not be used for salaries or office expenses such as utilities or equipment.

## **Grant Requirements**

- Completed applications, signed by the county president, must be received by the stated deadline from a county Farm Bureau.

- County Farm Bureaus that submit projects for funding must agree to submit a completed final report of their project within 12 months of being selected or return the full amount of the funding.
- Requests received after the published deadline date will not be considered.

### **Criteria for the Evaluation of Economic, Legal and Regulatory Projects**

- Preference will be given to projects that address an issue or issues that have the potential to affect other counties.
- Preference will be given to projects that involve large numbers of Farm Bureau members.
- Preference will be given to projects that have cost share with the county Farm Bureau and/or other organizations.
- Requests must not conflict with Florida Farm Bureau policy.
- Proposed project partners should be capable of completing the project.
- Expected results must be clearly defined in the application.
- Projects requesting funds for farm tours or Ag in the Classroom projects will not be accepted.
- Preference will be given for the establishment of new programs.
- Project designs that can be utilized by other county Farm Bureaus will be given special attention.

### **Application Package**

The Application package consists of:

1. A completed application form
2. A detailed project description
3. A list of proposed partners
4. A proposed budget
5. An explanation of expected results

This package must not exceed five typed pages. No handwritten applications will be accepted.

## **Selected Projects**

The State Board of Directors of the Florida Farm Bureau Federation will evaluate all proposals accepted for review. Once the board has made a decision, the results will be announced by the state office. At that point the procedure for funding will begin for approved projects.

## **Final Report**

County Farm Bureaus that receive funding through the CAP Program will be required to submit a final report. The County Farm Bureau President's signature on the application form will serve as a commitment to provide the Florida Farm Bureau with a final report as specified in this section on or before the project completion date (12 months). The completed final report will consist of:

- A detailed description of the project.
- List of partnering organizations or associations.
- Actual budget (all costs associated with the project including cost share and in-kind funding).
- Actual results achieved and any work product created from the project